

**COM 220 (3 units): Small Group Communication**  
**Department of Communication & Theatre**  
**Spring 2016**

PLNU *forward*

**To Teach ~ To Shape ~ To Send**

*Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.*

<b>Meeting days:</b> Tuesday/Thursday	<b>Instructor title and name:</b> Prof. Ashley Nuckels Cuevas, M.A.
<b>Meeting times:</b> 1:30 - 2:45a.m.	<b>Phone:</b> 619-849-3262
<b>Meeting location:</b> SB 106	<b>E-mail:</b> <a href="mailto:anuckels100@pointloma.edu">anuckels100@pointloma.edu</a>
<b>Additional info:</b>	<b>Office location and hours:</b> Cabrillo Annex 103 (T/Th) 11:00am- 1:15pm and by appointment
<b>Final Exam:</b> Tuesday May 3 1:30-4:00p.m.	

### REQUIRED MATERIALS & RESOURCES

 Rothwell, J.D. (2016) In Mixed Company: Communicating in Small Groups and Teams, (9th Ed.). 2010. Cenage Learning: Boston, MA.



<https://canvas.pointloma.edu/login> Critical information will be communicated via Canvas.

### COURSE DESCRIPTION

Analysis of the communicative behavior of group members. Theory, methods, and practical application in developing the art of communicating effectively in a variety of task-oriented groups.

### COURSE LEARNING OUTCOMES

- You will be able to recognize and analyze basic concepts of Small Group Communication.
- You will be able to identify and explain their applications.
- You will be able to work within a small group setting and achieve a group goal.
- You will be able to construct and deliver informational presentations.

### COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 3 Unit class delivered over 16 weeks. Specific details about how the class meets the credit hour requirement can be provided upon request.

### COURSE PROCEDURE

1. You are expected to be familiar with all material in Canvas, including this syllabus and class schedule.

## ASSESSMENT & GRADING

### Grade Scale (% to Letter):

93-100	A	73-76	C
90-92	A-	70-72	C-
87-89	B+	67-69	D+
83-86	B	63-66	D
80-82	B-	60-62	D-
77-79	C+	0-59	F

### Course Point Values:

Assignment	Point Value
<b>Board Game Reflections</b>	<b>100</b>
<b>Group Project</b>	<b>700</b>
Proposal 100 pts	
Contract 100 pts	
Presentation 100 pts	
Game Rules and Theme 300 pts	
Group Internal Peer Evaluation 100 pts	
<b>Peer Presentation Evaluations</b>	<b>100</b>
<b>Midterm Exam</b>	<b>200</b>
<b>Final Exam</b>	<b>200</b>
<b>Total</b>	<b>1300</b>

## STUDENT RESPONSIBILITY

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It is the student's responsibility to maintain his/her class schedule. Should the need arise to drop this course (personal emergencies, poor performance, etc.), the student has the responsibility to follow through (provided the drop date meets the stated calendar deadline established by the university), not the instructor. Simply ceasing to attend this course or failing to follow through to arrange for a change of registration (drop/add) may easily result in a grade of F on the official transcript.

## INCOMPLETES AND LATE ASSIGNMENTS

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All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas.

## ATTENDANCE AND PARTICIPATION

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Regular and punctual attendance at all classes is considered essential to optimum academic achievement. You are expected to attend each class session. It is recognized that many of you have outside commitments to the university; these are considered excused, but must be cleared with the instructor PRIOR to the absence and written documentation presented, including sports. If you are absent from more than 10 percent of class meetings, I have the option of filing a written report which may result in de-enrollment. If the absences exceed 20 percent, you may be de-enrolled without notice. If the date of de-enrollment is past the last date to withdraw from a class, you will be assigned a grade of W or WF consistent with university policy in the grading section of the catalog. See [Academic Policies](#) in the undergrad student catalog.

## USE OF TECHNOLOGY

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Point Loma Nazarene University encourages the use of technology for learning, communication, and collaboration. However, cell phones must be turned off before class begins. Laptops, tablets and all other electronic devices cannot

be used during lecture/discussion without permission by the instructor or authorized by the [Disability Resource Center](#) (DRC). The use of these technology devices during any class period will count in your absence.

## ACADEMIC HONESTY

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“PLNU exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed...”(PLNU Catalog). As such students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. As explained in the university catalog, academic dishonesty is the act of presenting information, ideas, and/or concepts as one’s own when in reality they are the results of another person’s creativity and effort. Violations of university academic honesty include cheating, plagiarism, falsification, aiding the academic dishonesty of others, or malicious misuse of university resources. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for a) that particular assignment or examination, and/or b) the course following the procedure in the university catalog. Students may appeal also using the procedure in the university catalog. See [Academic Policies](#) for further information.

## ACADEMIC ACCOMMODATIONS

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While all students are expected to meet the minimum academic standards for completion of this course as established by the instructor, students with disabilities may request academic accommodations. At Point Loma Nazarene University, students must request that academic accommodations by filing documentation with the [Disability Resource Center](#) (DRC), located in the Bond Academic Center. Once the student files documentation, the Disability Resource Center will contact the student’s instructors and provide written recommendations for reasonable and appropriate accommodations to meet the individual needs of the student. See [Academic Policies](#) in the (undergrad/graduate as appropriate) academic catalog.

## FERPA POLICY

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In compliance with federal law, neither PLNU student ID nor social security number should be used in publicly posted grades or returned sets of assignments without student written permission. This class will meet the federal requirements by (Note: each faculty member should choose one strategy to use: distributing all grades and papers individually; requesting and filing written student permission; or assigning each student a unique class ID number not identifiable on the alphabetic roster.). Also in compliance with FERPA, you will be the only person given information about your progress in this class unless you have designated others to receive it in the “Information Release” section of the student portal. See [Policy Statements](#) in the (undergrad/ graduate as appropriate) academic catalog.

## FINAL EXAMINATION POLICY

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Successful completion of this class requires taking the final examination **on its scheduled day**. The final examination schedule is posted on the [Class Schedules](#) site and on Canvas. No requests for early examinations or alternative days will be approved.

## COPYRIGHT POLICY

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Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

## COURSE SCHEDULE AND ASSIGNMENTS

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1. There are in class activities that you must be present on the day of in order to earn the points.
2. There is a large group project with multiple sub-assignments which will include written aspects.
3. There is one presentation which will require you to speak to in front of the class.
4. A midterm and final (cumulative) exam will be given.
5. See Canvas for additional assignment details & schedule.

## **EXPLANATION OF CLASS ASSIGNMENTS – See Canvas for details, examples and links.**

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### **1. Board Game Reflections**

- a. Description: Students will play 4 different board games and write reflections about the experience.
- b. Requirements: Students are required to write a 2-3 page paper outlining the basic concept of the board game played, the group dynamic of the game, how the rules of the game contributed to facilitating those dynamics.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced

### **2. Group Project:**

- a. Description: Students will work together in assigned groups to construct a board game to be presented to the class at the end of the semester.
- b. Requirements: Students must work within their groups and complete all of the individual aspects of the project: Contract, Proposal, Game Rules and Theme, Presentation and Group internal Peer Evaluation. All of these aspects will be compiled in a binder and submitted in accordance with the Style Standards listed below.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

### **3. Proposal:**

- a. Description: Groups will construct a basic outline of the goals for their board game and how the team plans on achieving said goals.
- b. Requirements: Teams will outline the basic theme of the game, the type of game, the duties of the team members, the goals that need to be achieved and a timeline.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

### **4. Contract:**

- a. Description: Students will establish their group norms.
- b. Requirements : Students will work within their groups to establish 5-7 norms, both implicate and explicite as described in Ch. 3
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

### **5. Demo Presentation**

- a. Description: Students will present a summary of the game they have constructed in a proposal type manner. Images and sample game play are integral to a successful presentation.
- b. Requirements: Students must provide a sample of what the game materials would be required and used. A demonstration of the game play will be necessary.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

### **6. Game Rules and Themes**

- a. Description: Students will create a rule book for their game.
- b. Requirements: Teams will construct rules and themes of their board game to establish and enforce the group norms that will be constructed through the game play. There is also a story telling aspect to this assignment so constructing the “back story” or “plot” of the game will also need to be present.
- c. Style Standard: APA. Times New Roman, size 12 font, double spaced.

### **7. Group Internal Peer Evaluation**

- a. Description: Students will evaluate their teammates in terms of their performance and ability to meet the group’s established norms.
- b. Requirements: Students will fill out a form in class provided by the instructor.
- c. Style Standard: N/A

## 8. Peer Presentation Evaluations

- a. Description: Students evaluate each group's Demo Presentation.
- b. Requirements: Students will rate other groups on their presentation skill, the overall quality of the board game, the cohesion of the themes, the establishment of norms and the efficiency of game's rules to impose those norms.
- c. Style Standard: N/A

## COURSE CALENDAR

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Date	Discussion/ Activity	HW Due	HW Assigned
Jan 14, 2016	Presentation of Syllabus		Ch. 1
Jan 19, 2016	Ch. 1	Ch. 1	
Jan 21, 2016	Ch. 2	Ch. 2	
Jan 26, 2016	Ch. 3 Assigning of Groups	Ch. 3	Contract
Jan 28, 2016	Ch. 4 Contract Presentation	Ch. 4 Contract	Contract
Feb 2, 2016	Ch. 5	Ch. 5	
Feb 4, 2016	Ch. 6 Leadership Activity		
Feb 9, 2016	Ch. 7 and Ch. 11	Ch. 7 and Ch. 11	
Feb 11, 2016	Midterm Review		
Feb 16, 2016	Midterm Exam		
Feb 18, 2016	Board Games and Groups Lecture Group Project Assigned		Group Project
Feb 23, 2016	Board Game Play and Reflection Day 1		
Feb 25, 2016	Board Game Play and Reflection Day 2		
Mar 1, 2016	Board Game Play and Reflection Day 3		
Mar 3, 2016	Board Game Play and Reflection Day 4 Brain Storming Session		
Mar 8, 2016	Spring Break No Class		
Mar 10, 2016	Spring Break No Class		
Mar 15, 2016	Group Work Day	Group Proposal	
Mar 17, 2016	Group Work Day		
Mar 22, 2016	Group Work Day		
Mar 24, 2016	Easter Break No Class		
Mar 29, 2016	Ch. 8	Ch. 8	

Mar 31, 2016	Ch. 9	Ch. 9	
Apr 5, 2016	Ch. 10	Ch. 10	
Apr 7, 2016	Group Presentation Lecture	App. A- p. 403 Game Rules and Theme	
Apr 12, 2016	Group Work Day		
Apr 14, 2016	Group 1 Presentation		
Apr 19, 2016	Group 2 Presentation		
Apr 21, 2016	Group 3 Presentation		
Apr 26, 2016	Group 4 Presentation		
Apr 28, 2016	Group Project Vote Final Review		
May 3, 2016	Final 1:30pm-4:00pm. (Anyone who arrives late to the final exam will be docked points.)	Internal Peer Evaluation	