Course Syllabus

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POINT·LOMA `19 02`
NAZARENE UNIVERSITY

Communication Studies Department

COM3010 Nonverbal Communication

3 Units

Fall 2024

Fully Online

Dates

Meeting Days/ Times: Asynchronous

Meeting Location: Online

Instructor: Dr. Melissa Newman

Email: mnewman@pointloma.edu

Phone: (619) 849 - 2561

Office Location and Hours: Upon Request via Zoom

PLNU MISSION

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 is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

FOUNDATIONAL EXPLORATIONS MISSION

PLNU provides a foundational course of study in the liberal arts informed by the life, death, and resurrection of Jesus Christ. In keeping with the Wesleyan tradition, the curriculum equips students with

a broad range of knowledge and skills within and across disciplines to enrich major study, lifelong learning, and vocational service as Christ-like participants in the world's diverse societies and cultures.

COURSE DESCRIPTION

Theory and research on nonverbal aspects of speech communication, emphasizing the importance of time, space, body language, touch, and vocalics.

COURSE LEARNING OUTCOMES

Students who successfully complete this course will demonstrate competence in explaining, illustrating, and interpreting basic principles of nonverbal communication by being able to:

1. Define the general terms related to the academic study of nonverbal communication and behavior.
2. Explain the primary codes of students within nonverbal communication, including physical appearance, gesture and movement, face and eye behavior, vocal behavior, space and territoriality, touch, environment and physical surroundings, and time.
3. Explain how nonverbal behaviors function in communication interactions including mediated contexts.
4. Understand the applications of the nonverbal codes in a reflexive manner as related to interpersonal relationships, organizational communication, and culture.

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

- Ivy, D. K., & Wahl, S. T. (2019). *Nonverbal Communication for a Lifetime* (3rd ed.). Kendall Hunt.
  - ISBN: 9781524986285
  - E-book Version of the textbook, **Nonverbal Communication for a Lifetime (3rd Ed.)** ⤷ **(https://he.kendallhunt.com/product/nonverbal-communication-lifetime-0)**

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 5 weeks. It is anticipated that students will spend a minimum of 37.5 participation hours per credit hour on their coursework. For this course, students will spend an estimated 112.5 total hours meeting the course learning outcomes. These time estimations are provided in the Canvas modules.

Time Estimates

Assignment Type	Total Time to Complete (Hour)
Readings/ Videos	33
Interactive Lessons	12
Discussions	24
Research Paper	10
Cultural Infographic Project	8
Assignments/Practicum	25
Survey	1
Total	112.5

ASSESSMENT AND GRADING

Below you will find the assignments for the course.

1. **Interactive Lessons** (20 points each)**:** Canvas-based review of lecture and text material
2. **Discussions** (15 points each): Students will complete an initial post and reply to their peers regarding content for the week.
3. **Research Paper** (100 points)**:** Students will be assigned a topic and prepare a six-page research paper. Expectations for the project will be handed out in class.
4. **Cultural Infographic Project** (50 points)**:** Students will create an infographic based on the nonverbal functions of a foreign country including physical appearance, gesture and movement, facial behavior, eye behavior, vocal behavior, space and territoriality, touch, environment, and time.
5. **Practicums** (20 points each) Students will complete three activities to support experiential learning of course material.

Grading Distribution

Category	Weight
Interactive Lessons	30 %
Discussions	20 %
Research Paper	10 %
Cultural Infographic Project	20 %

Assignments/ Practicums	20 %
Total	100 %

Grades will be based on the following:

A	**B**	**C**	**D**	**F**
A 93-100	B+ 88-89	C+ 78-79	D+ 68-69	F Less than 59
A- 90-92	B 83-87	C 73-77	D 63-67	
	B- 80-82	C- 70-72	D- 60-62	

STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map on **State Authorization (https://www.pointloma.edu/offices/office-institutional-effectiveness-research/disclosures)** to view which states allow online (distance education) outside of California.

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

PLNU COPYRIGHT POLICY

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.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. 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. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See **Academic Policies (https://catalog.pointloma.edu/content.php?catoid=52&navoid=2919#Academic_Honesty)** for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center (**EAC@pointloma.edu (mailto:EAC@pointloma.edu)** or 619-849-2486). Once a student's eligibility for accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to ensure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.

ONLINE ASYNCHRONOUS ATTENDANCE POLICY

Students taking online courses with no specific scheduled meeting times are expected to actively engage throughout each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes, but is not limited to:

- Engaging in an online discussion
- Submitting an assignment
- Taking an exam
- Participating in online labs
- Initiating contact with a faculty member within the learning management system to discuss course content.

Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.

Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor. Acceptance of late work is at the discretion of the instructor and does not waive attendance requirements.

Students may be warned if they demonstrate a lack of academic activity. After a warning, students who miss more than one week of academic activity without prior approval and arrangements with the instructor may be de-enrolled or withdrawn from a course. If the date of de-enrollment is past the last date to withdraw from a course, the student will be assigned a letter grade of "F" or "NC." There are no refunds for courses where a de-enrollment was processed after the last date to withdraw from a course.

COURSE MODALITY DEFINITIONS

1. **In-Person:** Course meetings are face-to-face with no more than 25% online delivery.
2. **Online:** Coursework is completed 100% online and asynchronously.
3. **Online Synchronous:** Coursework is completed 100% online with required weekly online class meetings.
4. **Hybrid:** Courses that meet face-to-face with required online components.

In some courses, a portion of the credit hour content will be delivered asynchronously, and attendance will be determined by submitting the assignments by the posted due dates

SPIRITUAL CARE

Please be aware that PLNU strives to be a place where you grow as a whole person. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

If students have questions, a desire to meet with the chaplain, or have prayer requests you can contact the **Office of Spiritual Life and Formation. (https://www.pointloma.edu/offices/student-life-formation)**

SEXUAL MISCONDUCT AND DISCRIMINATION

Point Loma Nazarene University faculty are committed to helping create a safe learning environment for all students. If you (or someone you know) have experienced any form of sexual discrimination or misconduct, including sexual assault, dating or domestic violence, or stalking, know that help and support are available through the **Title IX Office (https://www.pointloma.edu/title-ix)** . Please be aware that under Title IX of the Education Amendments of 1972, it is required to disclose information about such misconduct to the Title IX Office.

If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact Counseling Services at **counselingservices@pointloma.edu (mailto:counselingservices@pointloma.edu)** or find a list of campus pastors at the **Title IX Office | Get Help Now (https://www.pointloma.edu/title-ix/get-help-now)**

LANGUAGE AND BELONGING

Point Loma Nazarene University faculty are committed to helping create a safe and hospitable learning environment for all students. As Christian scholars, we are keenly aware of the power of language and believe in treating others with dignity. As such, it is important that our language be equitable, inclusive, and prejudice-free. Inclusive/Bias-free language is the standard outlined by all major academic style guides, including MLA, APA, and Chicago, and it is the expected norm in university-level work. Good writing and speaking do not use unsubstantiated or irrelevant generalizations about personal qualities such as age, disability, economic class, ethnicity, marital status, parentage, political or religious beliefs, race, gender, sex, or sexual orientation. Inclusive language also avoids using stereotypes or terminology that demeans persons or groups based on age, disability, class, ethnicity, gender, race, language, or national origin. Respectful use of language is particularly important when referring to those outside of the religious and lifestyle commitments of those in the PLNU community. By working toward precision and clarity of language, we mark ourselves as serious and respectful scholars, and we model the Christ-like quality of hospitality.

You may report an incident(s) using the Bias Incident Reporting Form ⤷ (https://cm.maxient.com/reportingform.php?PointLoma&layout_id=5) .

USE OF TECHNOLOGY

To be successful in the online or hybrid environment, you'll need to meet the minimum technology and system requirements; please refer to the **_Technology and System Requirements_** **_(https://help.pointloma.edu/TDClient/1808/Portal/KB/ArticleDet?ID=108349)_** information. Additionally, students are required to have headphone speakers, microphone, or webcams compatible with their computer available to use. Please note that any course with online proctored exams requires a computer with a camera (tablets are not compatible) to complete exams online.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

ARTIFICIAL INTELLIGENCE (AI) SYLLABUS POLICY

Use of Artificial Intelligence (AI) tools (e.g., ChatGPT, iA Writer, Marmot, Botowski) is not permitted, and using these tools will be treated as plagiarism.

ASSIGNMENTS AT-A-GLANCE

Course Summary:

Date	Details	Due
	🚀 **Academic Honesty Verification Statement (https://canvas.pointloma.edu/courses/73623/assignments/1038915)** ⊛	due by 11:59pm
Mon May 6, 2024	💬 **WK 1 | Introduction Video Discussion (https://canvas.pointloma.edu/courses/73623/assignments/1038918)** ⊛	due by 11:59pm
	📄 **Week 1 Overview**	to do: 11:59pm
Tue May 7, 2024	🚀 **Wk 1 | Lesson Chapter 1: Foundations of Nonverbal Communication (https://canvas.pointloma.edu/courses/73623/assignments/1038912)** ⊛	due by 11:59pm
	🚀 **WK 1 | Lesson: Intro to Communication**	due by 11:59pm

Date	Details	Due
	(https://canvas.pointloma.edu/courses/73623/assignments/1038910) ⊛	
Wed May 8, 2024	🚀 **WK 1 | Lesson Chapter 2: NVC Development** (https://canvas.pointloma.edu/courses/73623/assignments/1038909) ⊛	due by 11:59pm
	📝 **WK 1 | Myths about Nonverbal Communication** (https://canvas.pointloma.edu/courses/73623/assignments/1038928) ⊛	due by 11:59pm
Thu May 9, 2024	🗨 **WK 1 | Expectancy Violations Theory Discussion** (https://canvas.pointloma.edu/courses/73623/assignments/1038919) ⊛	due by 11:59pm
	📄 **WK 1 | Lesson on Expectancy Violations**	to do: 11:59pm
Fri May 10, 2024	🚀 **WK 1 | Chapter 3: Environment** (https://canvas.pointloma.edu/courses/73623/assignments/1038907) ⊛	due by 11:59pm
	📝 **WK 1 | Practicum #1: Environment** (https://canvas.pointloma.edu/courses/73623/assignments/1038929) ⊛	due by 11:59pm
Mon May 13, 2024	📄 **Week 2 Overview**	to do: 11:59pm
Tue May 14, 2024	🚀 **WK 2 | Lesson Chapter 6: Kinesics** (https://canvas.pointloma.edu/courses/73623/assignments/1038917) ⊛	due by 11:59pm
	🚀 **WK 2 | Lesson Chapter 4: Proxemics** (https://canvas.pointloma.edu/courses/73623/assignments/1038906) ⊛	due by 11:59pm

| Date	Details	Due
	🚀 **WK2 | Lesson Chapter 5: Physical Appearance** (https://canvas.pointloma.edu/courses/73623/assignments/1038911) ⊘	due by 11:59pm
Wed May 15, 2024	💬 **WK 2 | Image Reflection Discussion** (https://canvas.pointloma.edu/courses/73623/assignments/1038921) ⊘	due by 11:59pm
	💬 **WK 2 | Makeover Culture Discussion** (https://canvas.pointloma.edu/courses/73623/assignments/1038920) ⊘	due by 11:59pm
Thu May 16, 2024	📝 **WK 2 | Research Paper: Topic Selection** (https://canvas.pointloma.edu/courses/73623/assignments/1038931) ⊘	due by 11:59pm
Fri May 17, 2024	📝 **WK 2 | Practicum # 2: Physical Appearance** (https://canvas.pointloma.edu/courses/73623/assignments/1038930) ⊘	due by 11:59pm
Mon May 20, 2024	📄 **Week 3 Overview**	to do: 11:59pm
	💬 **WK 3 | Cultural Infographic Sign-Up (Groups)** (https://canvas.pointloma.edu/courses/73623/assignments/1038927) ⊘	due by 11:59pm
Tue May 21, 2024	🚀 **WK 3 | Lesson Chapter 7: Face & Eye Behavior** (https://canvas.pointloma.edu/courses/73623/assignments/1038913) ⊘	due by 11:59pm
	🚀 **WK 3 | Lesson Chapter 8: Touch** (https://canvas.pointloma.edu/courses/73623/assignments/1038905) ⊘	due by 11:59pm

Date	Details	Due
	🚀 **WK 3 | Lesson Chapter 9: Vocalics** (https://canvas.pointloma.edu/courses/73623/assignments/1038908) ⊕	due by 11:59pm
Wed May 22, 2024	💬 **WK 3 | Styles of Facial Expression Discussion** (https://canvas.pointloma.edu/courses/73623/assignments/1038922) ⊕	due by 11:59pm
Thu May 23, 2024	📝 **WK 3 | Reading People's Faces** (https://canvas.pointloma.edu/courses/73623/assignments/1038933) ⊕	due by 11:59pm
Fri May 24, 2024	📝 **WK 3 | Practicum #3: Vocalics in the Bible (Group Assignment)** (https://canvas.pointloma.edu/courses/73623/assignments/1038932) ⊕	due by 11:59pm
Sun May 26, 2024	📝 **WK 3 | Research Paper Rough Draft** (https://canvas.pointloma.edu/courses/73623/assignments/1038934) ⊕	due by 11:59pm
	📄 **Week 4 Overview**	to do: 11:59pm
Tue May 28, 2024	🚀 **WK 4 | Lesson Chapter 10: Nonverbal Communication, Technology, and Social Media** (https://canvas.pointloma.edu/courses/73623/assignments/1038916) ⊕	due by 11:59pm
	🚀 **WK 4 | Lesson Chapter 11: Nonverbal Communication in Professional and Educational Contexts** (https://canvas.pointloma.edu/courses/73623/assignments/1038914) ⊕	due by 11:59pm
Wed May 29, 2024	💬 **WK 4 | Nonverbal Communication in the Workplace Discussion**	due by 11:59pm

Date	Details	Due
	(https://canvas.pointloma.edu/courses/73623/assignments/1038925)	
	🗫 **WK 4	Technology and Social Media Discussion** (https://canvas.pointloma.edu/courses/73623/assignments/1038924)	due by 11:59pm
Fri May 31, 2024	📝 **WK 4	Cultural Infographic MindMap** (https://canvas.pointloma.edu/courses/73623/assignments/1038935)	due by 11:59pm
Mon Jun 3, 2024	📄 **Week 5 Overview**	to do: 11:59pm
Tue Jun 4, 2024	🗫 **WK 5	Research Paper Abstract Discussion** (https://canvas.pointloma.edu/courses/73623/assignments/1038923)	due by 11:59pm
Wed Jun 5, 2024	🗫 **WK 5	Cultural Infographic Discussion (Groups)** (https://canvas.pointloma.edu/courses/73623/assignments/1038926)	due by 11:59pm
	📝 **WK 5	Cultural Infographic Project** (https://canvas.pointloma.edu/courses/73623/assignments/1038936)	due by 11:59pm
Fri Jun 7, 2024	📝 **WK5	Research Paper** (https://canvas.pointloma.edu/courses/73623/assignments/1038937)	due by 11:59pm