

## Welcome to Oral Communication 150!

*I am happy to join you in your educational journey. I look forward to meeting you.*

### **PROFESSOR'S MISSION:**

*To become a more competent, confident public speaker!*

*To become aware of the dynamics of Human Communication and its impact on society and ourselves.*





### *Basic Course Information*

Semester:	<b>SPRING 22</b>	Instructor Name:	<b>Rumaldo Marquez</b>
Course Title & #:	<b>COMM 150</b>	Email:	<b>Rumaldo.marquez@imperial.edu</b>
CRN #:	<b>20726</b>	Webpage (optional):	<b>N/A</b>
Classroom:	<b>RT-ON1</b>	Office #:	<b>306</b>
Class Dates:	<b>Feb 14-Jun 10 2022</b>	Office Hours:	<b>3-4 pm. Please make appointment</b>
Class Days:	<b>T</b>	Office Phone #:	<b>N/A</b>
Class Times:	<b>6:30-9:40</b>	Emergency Contact:	<b>Email, Pronto</b>
Units:	<b>3</b>	Class Format:	<b>Online Simultaneous Interact</b>

### *Course Description*

The course provides students the opportunity to develop intercultural awareness. Patterns of perception and thinking enable us effectively communicate across cultural boundaries. Topics discussed include the effect of cultural differences regarding styles, personal identities, and various organizational contexts. We live in an era of rapid globalization in which being able to communicate across cultures is imperative to our ability to function in a diverse workplace, family, and ever-changing world.

This class will take us on a journey of perception and impact our foundation as to what we thought was truth. It will also increase our sensitivity and desire to connect with other cultures. This journey will increase our awareness of our own cultural backgrounds, and the contexts (social, cultural, and historical) in which we live and communicate.

This Intercultural Communication course focuses on the study of communication between people of different cultures. The discipline discusses the relationship between culture and communication. An emphasis on social, verbal, and nonverbal language codes, communication breakdowns, and conflict resolution will be examined. This course is critical to the study of all fields that require contact with others and/or awareness of cultural distinctions especially those pursuing a career in speech communications, international business, business, education, social sciences, nursing, mass communications, and teaching. (Formerly SPCH 150) (C-ID COMM 150) (CSU, UC).



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## *Course Prerequisite(s) and/or Corequisite(s)*

**Recommended Preparation:** ENGL 009 or ENGL 099 or higher Training in the fundamental processes involved in oral communication with an emphasis on organizing material, outlining, constructing, and delivering various forms of speeches. (Formerly SPCH 100) (C-ID COMM 110) (CSU, UC)

## *Student Learning Outcomes*

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Evaluate the effectiveness of alternative strategies for communicating in a variety of intercultural interactions. ILO1, ILO2, ILO3, ILO4, ILO5
2. Facilitate group collaboration sessions. ILO1, ILO2, ILO3, ILO4, ILO5
3. Identify intercultural communication situations. ILO1, ILO2, ILO3, ILO4, ILO5
4. Interpret other communication behaviors and shape their own messages to reach work-related goals and objectives. ILO1, ILO2, ILO3, ILO4, ILO5

Demonstrate an intellectual framework (such as cultural patterns and verbal/nonverbal codes) that allows for description and analysis of other cultures and assists in the promotion of understanding between disparate cultures. ILO1, ILO2, ILO3, ILO4, ILO5

## *Course Objectives*

### *When you complete the course, you will:*

- Understand Interpretation and its dynamics Be aware of the principles of ethics.
  - Sharpen your critical thinking skills.
  - Improve your presentational skills.
- How different cultures share ideas, concepts, and perspectives.
- Understand and describe how the process of persuasion works.
- The impact of Culture on Cooperation Why people generalize others and their situations
  - Cultural Perceptions vs. Personal Identities
  - Master Intercultural Competence
- Your unique family culture and its impact in your communication
  - Gender Roles and how we use them to fit in



The Elderly and their perspectives  
Worldviews and Religions Cultural History and its impact among Nations  
Values and Behaviors High Context vs. Low Context Communication  
Social Identities

Explain how culture shapes human perception, communication and conflict styles, behaviors, and ways of thinking.

Apply knowledge of intercultural communication concepts to analyze intercultural communication scenarios supported by research regarding styles and methods of communication in different cultural settings appropriate to the examined culture(s).

Teaching Philosophy: As an instructor, my first commitment is to you; my intention is to create a vibrant, engaging learning experience. I am accessible to you as a learning resource, confidante, mentor, and guide. Furthermore, I am dedicated to a collaborative and comfortable learning environment, which is a cooperative effort between you and me. This type of atmosphere will serve us well as we experience different types of learning strategies in our courses such as lectures, discussion, and small group activities.

I will ask you to strive toward a greater understanding of this teaching/learning paradigm as we explore communication and communication research together in our course.

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## Work-Based Learning

*Work-based learning (WBL) allows students to apply classroom content in professional settings while gaining real-world experiences. These opportunities will provide you (the student) with a deeper, more engaging and relevant learning environment. This semester, I will be offering the following activities in order to provide you with the opportunity to explore career options in the field of Communication.*

*Applied and work-based learning (WBL) allows students to apply classroom content in professional settings while gaining real-world experience. WBL exists on a continuum that reflects the progress of experiences from awareness-building to training. Students often cycle back through the continuum many times throughout college and throughout their career.*

***Field of study areas of employment include:***



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*Journalism, Electronic Media, TV & Radio Broadcasting, Intercultural and Multi-linguistic Communications, Politics, Administration, Performing Arts, Speech and Rhetoric, Business, Corporate, Marketing, Advertising, Public Relations, among others.*

<b>Date or Month</b>	<b>WBL Activity Name</b>	<b>WBL Activity Description</b>
<b>June-July</b>	WBL Activity 1- Speeches/Presentations	We will be studying on to connect with your audience. This includes professional attire and the nonverbal cues that can impact your message.
<b>March - April</b>	PreCovid WBL Activity 2: Tolerance Center visit (Rancho Mirage)	Students will listen to a Holocaust survivor discuss the cultural and political climate of the times. Student will also ask questions and relate and/or compare to our contemporary society.
<b>April-May</b>		
<b>May-June</b>		

### **Textbooks & Other Resources or Links**

*References: College Dictionary Merriam Webster/Thesaurus  
U.S. Constitution-Bill of Rights*

**Required:**

*The access to several newswires such as CNN, MSNBC, FOX, for analysis of contemporary society.  
Reading material will be assigned online.*

**Notecards!**

### **Course Requirements and Instructional Methods**

**Please note:** Professional attire is required for your speeches! You will dress up as if you were going to a job interview/office wear! Use journal/diary for your notes; turn in essays, reflections, etc. Participate in class discussions and exercises. Discuss and present Storytelling. Work in groups. Do research on topics selected for



presentations. Demonstrate ethical behavior in the classroom. Take daily/weekly exams. Intercultural projects Exams and final NO chewing gum when giving your speech! NO texting in class!

I will judge your work and we will discuss your speeches in class. I will not negatively compare you to someone else. I will judge you on your own work. My emphasis is on the positive and being growth-oriented.

**Participation** Students will come to class prepared to engage the topic and respond to class discussion questions or assignments. Students will respect the instructor and other students' opinions. Participation is not simply agreeing or disagreeing with a premise. It is explaining, defining, and sharing experiences, clarifying terms or perspectives. Do not just tell us you agree but explain your reasoning or experiences. Do not feel intimidated by your fellow Students. Everyone has something of significance to share! Your experiences and perception are an integral part of who you are. Texting in class will cut into your participation points! Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

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#### **What if I need to borrow technology or access to WIFI?**

1. To request a loaner laptop, MYFI device, or other electronic device, please submit your request here: <https://imperial.edu/students/student-equity-and-achievement/>
2. If you need access to the WIFI at the IVC campus, you can park in parking lots "I & J". Students must log into their IVC student WIFI by using their IVC email and password.
3. **Guidelines for using parking WIFI:**
4. Park in every other space (empty space BETWEEN vehicles)
5. Must have facemask available
6. For the best reception park near buildings
7. Only park at marked student spaces
8. Only owners of valid disabled placard may use disabled parking spaces
9. Only members of the same household in each vehicle
10. Occupants **MUST REMAIN** in vehicles
11. Restrooms and other on-campus services not available
12. College campus safety will monitor the parking lot
13. Student code of conduct and all other parking guidelines are in effect
14. Please do not leave any trash behind
15. No parking permit required
16. If you have any questions about using parking WIFI, please call Student Affairs at 760-355-6455



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## **Course Grading Based on Course Objectives**

### **Evaluation Procedures**

*Grading is determined on the following criteria:*

***Discussion/Participation/homework typed assignments/Journals/Essays/ 30%***

***Speeches/ 40%***

***Exams/Final 30%***

*(Not taking the Final exam can cause you to fail the class!) The points you EARN determine grades. The total points possible will be determined as the semester concludes. Usually, the amount ranges between 200-250 points, depending on the size of the class. All grades will reflect level of scholarship, initiative, attitude, cooperation and individual improvement demonstrated throughout the course. Your homework assignments are to be typed and doubled spaced.*

***Late assignments or tests are rarely accepted and if done so are on a case by case.***

***More information on rubric of each assignment will be explained as it is given out.***

*The following percentages illustrate the breakdown.*

*100-91% =A Superior*

*90-81% =B Above average*

*80-71% =C Average*

*70-65% =D Below Average*

*64% or > = F*

## **Course Policies**

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.*
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absence exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.*



- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

### **What does it mean to "attend" an online class?**

Attendance is critical to student success and for IVC to use federal aid funds. Acceptable indications of attendance are:

- Student submission of an academic assignment
- Student submission of an exam
- Student participation in an instructor-led Zoom conference
- Documented student interaction with class postings, such as an interactive tutorial or computer-assisted instruction via modules
- A posting by the student showing the student's participation in an assignment created by the instructor
- A posting by the student in a discussion forum showing the student's participation in an online discussion about academic matters
- An email from the student or other documentation showing that the student has initiated contact with a faculty member to ask a question about an academic subject studied in the course.

### **Logging onto Canvas alone is NOT adequate to demonstrate academic attendance by the student.**

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor.
- **Food and Drink** are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- **Disruptive Students:** Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- **Children in the classroom:** Due to college rules and state laws, only students enrolled in the class may attend; children are not allowed.

### **How do I act differently if I have an on-ground class during COVID?**

- 1. DO NOT COME TO CAMPUS OR ATTEND AN OFF-CAMPUS CLASS IF YOU FEEL SICK, HAVE A FEVER, OR HAVE A COUGH**
  - a. Even if your symptoms are mild, stay home.
  - b. Email your instructor to explain why you are missing class.
  - c. [If you are sick with COVID-19 or think you might have COVID-19](#), provides CDC guidance.
  - d. If you have tested positive for COVID-19, you must self-quarantine for 14 days and then be without symptoms for at least 72 hours. Clearance is required prior to returning to any face-to-



face interaction. It is recommended that you undergo a final COVID-19 test to confirm that you are no longer infected.

- e. If you are exposed through direct contact with a person known to be COVID-19 positive, then you must submit negative COVID-19 test results prior to returning to any face-to-face interaction.

**2. ARRIVE AT CAMPUS EARLY (at least 15 minutes early is advised).**

- a. All people entering the IVC campus will need to pass a screening process, which will occur at the gates as your drive onto campus. You will need to take a short questionnaire and get your temperature taken (the screening is completely touchless and will take place while you remain in your car).

**3. BRING A MASK TO CLASS (and always wear it).**

- a. Be sure that your mask covers both your nose and mouth. If your mask is cloth, then wash it each day. If your mask is disposable, then use a new one each day.

**4. GO DIRECTLY TO YOUR CLASSROOM.**

- a. The IVC campus is mostly closed so you should not visit other areas or seek any face-to-face services. Services are available to students online and can be accessed through [www.imperial.edu](http://www.imperial.edu).

**5. WASH YOUR HANDS FREQUENTLY (and use the provided sanitation supplies).**

- a. Your classroom is equipped with cleaning supplies. Use them as needed.

**6. BE SURE TO SOCIAL DISTANCE (stay at least 6 feet from others).**

- a. The number of students in a classroom at any one time is very limited so you have plenty of space to spread and ensure that you stay at least 6 feet from others.

**7. BRING YOUR OWN FOOD AND DRINKS.**

- a. There is no food service currently offered on campus. No food in class.

## **NETIQUETTE**

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!)].

*How am I expected to act in an online "classroom" (especially Zoom)?*



Attending a virtual meeting can be a challenge when there are many students on one conference call. Participating in such meetings may count as class attendance, but disruptive behavior may also result in you not being admitted to future meetings. Follow the tips below for best results:

**1) Be RESPECTFUL**

a. Your written, verbal, and non-verbal communications should be respectful and focused on the learning topics of the class.

**2) Find a QUIET LOCATION & SILENCE YOUR PHONE (if zooming)**

a. People walking around and pets barking can be a distraction.

**3) EAT AT A DIFFERENT TIME.**

a. Crunching food or chugging drinks is distracting for others.

b. Synchronous zoom times are set in advance so reserve meals for outside class meetings.

**4) ADJUST YOUR LIGHTING SO THAT OTHERS CAN SEE YOU**

a. It is hard to see you in dim lighting so find a location with light.

b. If your back is to a bright window, you will be what is called “backlit” and not only is it hard on the eyes (glare), but you look like a silhouette.

**5) POSITION THE CAMERA SO THAT YOUR FACE AND EYES ARE SHOWING**

a. If you are using the camera, show your face; it helps others see your non-verbal cues.

b. You may be at home, however, meeting in pajamas or shirtless is not appropriate so dress suitably. Comb your hair, clean your teeth, fix your clothes, etc. before your meeting time to show self-respect and respect for others.

**6) Be READY TO LEARN AND PAY ATTENTION**

a. Catch up on other emails or other work later.

b. If you are Zooming, silence your phone and put it away.

c. If you are in a room with a TV – turn it off.

**7) USE YOUR MUTE BUTTON WHEN IN LOUD PLACES OR FOR DISTRACTIONS**

a. Pets barking, children crying, sneezing, coughing, etc. can happen unexpectedly. It’s best if you conference in a private space, but if you can’t find a quiet place when noises arise **MUTE** your laptop.

**8) REMEMBER TO UNMUTE WHEN SPEAKING**

a. Follow your instructor’s directions about using the “**raise hand**” icon or chat function to be recognized and to speak, but make sure you have unmuted your device.

b. Do not speak when someone else is speaking.

**9) REMAIN FOCUSED AND PARTICIPATE IN THE MEETING**

a. Especially when the camera is on YOU, we can all see your actions. Engage in the meeting. Look at the camera. Listen to instructions. Answer questions when asked.

b. Do not use the Zoom meeting to meet with your peers or put on a “show” for them.

**10) PAUSE YOUR VIDEO IF MOVING OR DOING SOMETHING DISTRACTING**

a. Emergencies happen. If you need to leave the room or get up and move about, stop your video.



## **Academic Honesty**

*is the advancement of knowledge requiring that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.*

*There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.*

- *Plagiarism is taking and presenting as one's own writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.*
- *Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.*

*Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.*

### **How do I show academic honesty and integrity in an online "classroom"?**

- **KEEP YOUR PASSWORDS CONFIDENTIAL.**
  - *You have a unique password to access online software like Canvas. Never allow someone else to log-in to your account.*
- **COMPLETE YOUR OWN COURSEWORK.**
  - *When you register for an online class and log-in to Canvas, you do so with the understanding that you will produce your own work, take your own exams, and will do so without the assistance of others (unless directed by the instructor).*

### **Examples of Academic Dishonesty that can occur in an online environment:**

- *Copying from others on a quiz, test, examination, or assignment.*
- *Allowing someone else to copy your answers on a quiz, test, exam, or assignment.*
- *Having someone else take an exam or quiz for you.*
- *Conferring with others during a test or quiz (if the instructor didn't explicitly say it was a group project, then he/she expects you to do the work without conferring with others).*
- *Buying or using a term paper or research paper from an internet source or other company or taking any work of another, even with permission, and presenting the work as your own.*
- *Excessive revising or editing by others that substantially alters your final work.*



- *Sharing information that allows other students an advantage on an exam (such as telling a peer what to expect on a makeup exam or prepping a student for a test in another section of the same class).*
- *Taking and using the words, work, or ideas of others and presenting any of these as your work is plagiarism. This applies to all work generated by another, whether it be oral, written, or artistic work. Plagiarism may either be deliberate or unintentional.*

### Other Course Information

#### IMPORTANT DATES & DEADLINES:

Saturday, February 26: Late registration for full-term classes ends.

Sunday, February 27: Last day to verify your Census Roster online.

Monday, March 7: Last day for Virtual Late Add Forms\* to be accepted.

Saturday, May 14: Deadline to drop full-term classes.

### IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

### Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Feb/March week 1/2	Syllabus & Introduction: perception, Culture and family dynamics, storytelling, artifact project, the study of boys	TBA
March Week 2/3	Intercultural field trip, behavior, nonverbal communication, Intercultural relationships, faith/death	TBA
April/May Week 3/4	Conflict, time and space, Listening and connection	TBA
May/June Week 5	Final project, Final Exam	TBA



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*I, the Instructor/Professor reserve the right to change the above syllabus, as necessary. It is YOUR responsibility to know about, understand, and adapt to any changes that may be made to this syllabus. That includes dropping this course.*

**WELCOME TO COMM. 150**  
**BE PREPARED TO TRANSFORM YOUR LIFE!**

**\*\*\*Subject to change without prior notice\*\*\***