
Calumet College



of Saint Joseph

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Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.

COURSE SYLLABUS, Spring 2019**Course: EWPC 150****Instructor Information:**

Instructor Name	Desila Rosetti
Office Number:	505
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Office Hours:	Tuesday and Thursday 7:00-8:30 am 1:30-4:30 by appt

Instructor Background: Desila Rosetti is an Asst. Professor teaching in the undergraduate Business Program. She has over 35 years of executive management training and development experience specializing in the areas of management development, quality improvement, strategic planning and human resources. She has a Bachelor's Degree from Purdue University and a Masters from the University of Notre Dame. She is a past president for the Indiana Association for Healthcare Quality, past chair of the Special Interest Groups for the National Association for Healthcare Quality, is a Certified Professional in Healthcare Quality, a Certified Training Consultant, a past examiner for the Indiana State Quality Award, past president of the Northwest Indiana Society of Human Resource Managers, past board member of the Society of Human Resources State Council, past board member of the Valpo Chamber, past member of the conference planning committee for the State SHRM Council, past member of the education committee of the Northwest Indiana Business Roundtable, Board of Directors, Porter County Community Foundation, board member of the Small Business Development Center (SBDC), and board member for the Center for Creativity. She is also President and Founder, of Organizational Development Solutions, Inc. a training and consulting company located in Northwest Indiana.

Course Information:

Course Time:	Tuesday and Thursday 12:00-1:30
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Classroom:	305
Prerequisites:	None
Required Books and Materials:	O’Hair, Dan, et al. <i>A Pocket Guide to Public Speaking</i> . 6 th ed., Bedford/St. Martin’s, 2019.

Learning Outcomes/ Competencies:

Students in this course will:

- Use vocal variety in rate, pitch, and intensity (volume) to heighten and maintain interest appropriate to the audience and occasion
- Use pronunciation, grammar, and articulation appropriate to the audience and occasion
- Demonstrate physical behaviors that support his or her message
- Evaluate speech performances according to the well-established criteria
- Recognize various kinds of arguments and claims to understand their nature and the role they play in our individual and collective lives
- Evaluate various kinds of arguments and claims in terms of the appropriateness and sufficiency of any supporting evidence and other material that might be presented
- Communicate the thesis/specific purpose of a speech in a manner appropriate for the audience and occasion, making appropriate choices for the rhetorical situation, including organization, language, audio and visual aids, and supporting evidence.

The course also meets the following General Education Program objectives:

- Students will write in a variety of forms using valid logic; persuasive rhetoric; and correct grammar, usage, and punctuation.
- Students will be able to orally deliver a presentation with a clear central idea that is logically developed, supported by convincing evidence and valid reasoning, and expressed using language and delivery choices thoughtfully adapted to the audience.
- Students will represent, apply, analyze, and evaluate relevant qualitative and quantitative mathematical and scientific evidence (i.e. equations, graphs, diagrams, tables, words) to support or refute an argument.
- Students will appreciate, create, and critique the persuasive power of art and media.
- Students will be able to apply ethical standards to social issues and analyze their own core beliefs and the origin of these beliefs.

This course meets Calumet College of St. Joseph’s Signature Assignment requirement to demonstrate fundamental competency in written and/or oral communications.

Course Description: This course helps develop the students' ability to speak confidently and effectively in a variety of public speaking situations. Students will learn and employ elements of classical rhetoric while preparing and presenting several different types of speeches utilizing a

variety of media. Particular attention is paid to balancing adequate content with effective delivery. (This course is a CCSJ General Education requirement.)

Learning Strategies: Learning Strategies:

- Text readings pertaining to the nature of truth
- Quizzes on assigned readings and speeches.
- Lectures and discussions pertaining to the structure and its evaluation and application
- Non-graded impromptu speeches
- Graded speech (6)
- Experiential solving of targeted problems, discussion, self -reflection, and written review of the experience.
- Midterm and final exams administered in speeches

Experiential Learning Opportunities:

Students will have many opportunities to speak in class. A variety of speech will be given.

Assessments:

Major Assignments:

1. All sections will do at least one extemporaneous speech. You will be responsible for 6 additional speeches.
 2. All sections will complete a series of written summaries or an annotated bibliography
 3. All sections will use those summaries or annotated bibliography to Prepare an Informative speech using research to be delivered sometime between midterms and finals. That speech will include the use of research and of some created visual aid and last from 4-6 minutes. It will culminate with a question and answer session that will be part of its assessment.
 4. Students will complete a written outline for the researched Informative speech.
 5. The Standard Oral Communications Rubric will be used to evaluate the researched Informative speech.
 6. The Standard Oral Communications Rubric will also be used throughout the semester to prepare students for its use on the researched Informative speech.
- One Summary or the annotated bibliography, the written outline, the rubric, and a video of the researched informative speech will be submitted as part of your General Education Requirements.

Assessments:

A series of speeches, quizzes, tests, homework will be utilized throughout the semester as well as class discussion.

Class Participation:

Points will be assigned on a daily basis based on class participation and knowledge of the reading material assigned.

Total

Grading Scale:

100% – 92%: A	91% – 90%: A-	
89% – 88%: B+	87% – 82%: B	81% – 80%: B-
79% – 78%: C+	77% – 72%: C	71% – 70%: C-

69% – 68%: D+ 67% – 62%: D 61% – 60%: D-
 59% and below: F

Course Schedule:

Week 1	January 15 -17	Discussion of syllabus and Why public speaking? Discussion of rubrics Introduction speech of classmates- Icebreaker Discussion and Reading Chapter 1, 2, 3 Assignment: Communication Blunders
Week 2	January 22-24	Ch 4 Listening and Ground Rules 2 Minute Speeches- Self Introductions: Intro, body, conclusion-TAPED- Icebreaker Chapters 4 5 Reading for Thursday Types of Speech-chapter 22-25
Week 3	January 29-31	Quiz Thursday Chapters 1-5 and 22-25 and Class Power Points Chapters 6-10 Development Research for informative speech
Week 4	February 5-7	Organizing chapters 11-13 Openers and Closers Chapter 14
Week 5	February 12-14	Quiz Chapters 11-13, 14 Informative Speeches
Week 6	February 19-21	Informative Speeches Chapters 16-18 Delivery
Week 7	February 26-28	Speak on the spot...These three things Intro of signature speech
Week 8	March 5-7	SPRING BREAK!!!
Week 9	March 12-14	Chapters 19-21 Presentation Aids First outline due extemporaneous
Week 10	March 19-21	2 nd draft due Polish and rehearse
Week 11	March 26-28	Signature Speeches-Taped
Week 12	April 2-4	Celebration and Celebration speeches! Persuasion speech prep
Week 13	April 9-11	Persuasion speeches
Week 14	April 16-18	Preparation-Final Speeches April 18 No Formal Class
Week 15	April 23-25	Making introductions/Networking Speech of Choice prep
Week 16	April 30/May 2	Speech of Choice

Responsibilities

Attending Class	Attending Class: You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. However, we do not want to penalize students for participating in college-sponsored events. When you miss

	<p>class because of a college event, you must give notice of your absence in advance, and you are responsible for all missed work. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <ol style="list-style-type: none"> 1. Attendance is taken at the beginning of each class period. If you are late, you are counted absent. 2. Students are expected to attend each session and will be held responsible—whether they are present or not—for any assignments due, materials covered, or announcements made in class. If assignments are due in class, assignments are late after scheduled class start time 3. Attendance is mandatory on speech days and test days. If you miss a test or speech, zero points will be awarded unless you are traveling with a sport team or can provide a medical slip from your physician. 4. Attendance when others are speaking is mandatory as well. You will have points assigned and assignments that day as well.
<p>Turning In Your Work</p>	<p>You cannot succeed in this class if you do not turn in all your work when due.</p> <p>Class Policy for Assignments</p> <ol style="list-style-type: none"> 1. Reading assignments should be completed before class meets. Points may be deducted if student continues to not follow directions. 2. In class quizzes will be utilized if reading is not being done. A quiz will be given first 10 minutes of class. There are no make ups if quizzes are missed without MD excuse or in case of team travel. 3. Written assignments must be created in MS Word software, Times New Roman 12-point font, on 8-1/2 x 11 white paper, standard margins. Homework will be turned in as directed. 4. Assignments will be accepted up until the next test with reduced point value. Grades for accepted late work will be lowered at the instructor's discretion. 5. If you miss a class it is expected that you will post all assignments prior to that class period, otherwise they are considered late. I appreciate knowing prior to next class period if you are traveling for a team sport and will be missing class. <p>Participation in class is required. Intelligent, respectful conversation is expected. Students grade maybe lower by 1-2 letter grades if they are not prepared to participate.</p>
<p>CCSJ Student Honor Code</p>	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals;

	<ul style="list-style-type: none"> • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
Using Electronic Devices	Electronic devices can only be used in class for course-related purposes. If you text or access the Internet for other purposes, you may be asked to leave, in which case you will be marked absent. Each student will receive one warning.
Participating in Class	You must be on time, stay for the whole class and speak up in a way that shows you have done the assigned reading. If you are not prepared for class, you may be asked to leave, in which case you will be marked absent.
Doing Your Own Work	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</p> <p>PLEASE NOTE: All papers may be electronically checked for plagiarism.</p>
Sharing Your Class Experience	At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!
Withdrawing from Class	After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.

Resources	
CCSJ Book Rental Program	The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see

	http://www.ccsj.edu/bookstore . All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.
Student Success Center:	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.
Disability Services:	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
Student Assistance Program	Through a partnership with Crown Counseling , Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, contact Kerry Knowles SAP Counselor , at 219-663-6353 (office), 219-413-3702 (cell), or kerryk@crowncounseling.org . She can be found in room 276 on Wednesday from 12-5pm and Thursday from 9am-1pm
CCSJ Alerts:	Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html .

