

SPC 4425, SECTION 07H8, SMALL GROUP DISCUSSION

FALL 2014

Dr. M. Violet Asmuth

Class Times: Tues. per.2 & 3, Thurs. per 3; Rolfs Hall room 211

Office Rolfs Hall, room 410, Hours Tues 5th period, Thurs. 2nd period

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OBJECTIVES OF SMALL GROUP COMMUNICATION

Groups are part of every facet of our lives: family, school, work, and community. Learning the types, stages of formation, dynamics, leadership styles, conflict resolution, theories, problem solving, and techniques for evaluating groups will improve personal communication skills.

REQUIRED TEXT: Adams, Katherine and Galanes, Gloria J. (2012). *Communicating in groups, Ninth Edition*. Boston: McGraw-Hill.

COURSE EVALUATIONS:

Attendance	100
Chapter Quizzes	100
Participation in Class Activities	200
Group Panel Presentation	100
Group Critique of Panel	100
Breakfast Club paper	100
Group Service Project	300

COURSE EXPECTATIONS

1. Attendance is necessary in a skill-building oriented course. Much of the class time will be spent in group work. There is a responsibility to the group as well as to the class that all work is accomplished even if an absence is excused. Only **THREE** absences for whatever reason will be allowed (Dial Center policy). The attendance grade of 100 points will be reduced by twenty points for each absence beyond the three. Athletic, medical or UF activity absences will only be excused with documentation. There will be no make-ups for missed presentations. **YOU ARE RESPONSIBLE FOR SIGNING YOUR NAME ON THE ATTENDANCE SHEET.** Arriving to class late or leaving early will result in the loss of points at the professor's discretion.
2. The emphasis of the course is on small groups doing projects that will build skills for working with small groups in your future. Reading the text and other assigned readings

are also expected and quizzes will cover the material. Some text chapters might be combined and some quizzes might be completed in groups.

3. All assignments are expected on the due date.
4. Students are expected to dress appropriately (no shorts, jeans, T-shirts, tank tops, hats) on presentation days.
5. Written papers must be word processed. All work must be the student's original work and sources always indicated.
6. Cell phones and laptops (permission needed if using for class work) are expected to be turned off before entering classroom.
7. Everyone should succeed in this course. You will get to know your classmates and expect to have fun participating in the activities.

SMALL GROUP COMMUNICATION SCHEDULE

FALL 2014

WEEK	TOPIC/ASSIGNMENTS	TEXT CHAPTER
8/26	Introduction to the course Small Groups at the Heart of Society	Ch. 1
9/1	LABOR DAY HOLIDAY	
9/2	Groups as Structured Open Systems	Ch. 2
9/9	Communication Principles for Group Members Parliamentary Procedures for Formal Groups	Ch. 3
9/16	Verbal and Nonverbal Messages Becoming a Group Initial Research on Group Service Project	Ch. 4 Ch. 5
9/23	Group Problem-Solving Procedures Planning, Organizing, and Presenting Small Group Oral Presentations Initial planning of Panel Discussions	Ch. 8 Ch. 10
9/30	Techniques for Observing Problem Solving Groups Working with Diversity in the Small Group	Ch. 6
10/7	GROUP PANEL DISCUSSIONS GROUP CRITIQUES OF PANELS	
10/14	Creative and Critical Thinking in the Small Group Working on Group Service Project	Ch. 7
10/21	Managing Conflicts Productively Conflict Resolution	Ch. 9
10/28	Applying Leadership Principles Breakfast Club Video	Ch. 10

11/4	Breakfast Club Video/Discussion/Paper
11/11	HOLIDAY (Veterans Day)
11/13	Report of planning, research, of procedures on Group Service Project (Breakfast Club paper due)
11/18	START ORAL PRESENTATIONS OF GROUP SERVICE PROJECT
11/25	CONTINUE
11/ 26-29	THANKSGIVING BREAK
12/2	CONTINUE
12/9	Last day of class Review quizzes 1 - 10

Quizzes will be on chapters 1 – 10. Group activities within class will receive points. There is no make-up on class activities if you are absent. Hand-outs will be distributed for directions on Panel Discussions, Breakfast Club paper and Group Service Project.