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Date reviewed: September 27, 2018
Text update: Fall 2018
C&GE approved: October 10, 2018
Board approved: November 14, 2018
Semester effective: Spring 2020

Communication (COMM) 1507 Small Group Communication (3 Units) CSU: UC
[formerly Speech 7, 1507]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture. 96 Outside-of-class hours. (144 Total Student Learning Hours)

Catalog Description: This course covers the structure and function of informal/formal group processes, the role of the individual participant and leadership functions, and provides study and practice in various group activities.

Type of Class/Course: Degree Credit

Text:

Engleberg, Isa L., and Diana R. Wynn. *Working in Groups: Communication Principles and Strategies*. Pearson, 2016.

Additional Instructional Materials: None

Course Objectives:

By the end of the course, a successful student will be able to

1. lead small group discussions and talk before others,
2. communicate within a group setting,
3. present short oral reports,
4. identify personal strengths and weaknesses and set short and long term goals with regard to their personal and professional lives,
5. understand the concept of personal responsibility in the area of attitudes and leading to a more constructive life,
6. develop skills in active listening, and
7. identify ways of acquiring positive mental attitudes toward self and others; have a greater respect for individual differences.

Course Scope, Content, and Student Learning Outcomes:

- Unit I Orientation to Small Group Systems
- A. Small groups as the heart of society
 - B. Groups as structured open systems
- Unit II Foundations of Small Group Communicating

- A. Communication principles for group members
- B. Using Verbal and nonverbal messages in small group communication
- C. Creative and critical thinking in the small group
- D. Group problem-solving procedures

Unit III Understanding and Improving Group Throughput Processes

- A. Becoming a group
- B. Celebrating diversity in the small group
- C. Managing conflicts productively
- D. Applying leadership principles

Unit IV Small Group Public Presentations

- A. Planning and organizing small group oral presentations
- B. Presenting small group oral presentations

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

1. Studying
2. Answering questions
3. Skill practice
4. Completing required reading
5. Written work
6. Observation of or participation in an activity related to course content

Methods of Instruction:

1. Lecture/demonstration
2. Practice in group discussion techniques
3. Practice in summarization skills and short reports
4. Practice in oral reading
5. Completion of individual inventories, questionnaires, and analysis
6. Use of audiovisual materials

Methods of Evaluation:

1. Substantial writing assignments, including:
 - a. essay exam for midterm and final
 - b. written homework
2. Computational or non-computational problem-solving demonstrations, including:
 - a. homework problems
 - b. quizzes
3. Skill demonstrations, including:
 - a. class performance
 - b. performance exam



4. Other examinations, including:
- a. multiple choice
 - b. matching items
 - c. true/false
 - d. definitions
 - e. completion

Supplemental Data:

TOP Code:	150600: Speech Communication
SAM Priority Code:	E: Non-Occupational
Distance Education:	Not Applicable
Funding Agency:	Y: Not Applicable(funds not used)
Program Status:	1: Program Applicable
Noncredit Category:	Y: Not Applicable, Credit Course
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Course is not a basic skills course
Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	NO
Eligible for Pass/No Pass:	C: Pass/No Pass
Taft College General Education:	CSA1: CSU Area A1 IG1C: IGETC Area 1C LCAT: Local GE Communication