



UNIVERSITY of HAWAII®
WINDWARD
COMMUNITY COLLEGE

SP 151, Personal and Public Speech

3 credits
TTH 9-11am

INSTRUCTOR: Michelle Johnson Blimes
OFFICE HOURS: By appointment
EMAIL: mjblimes@hawaii.edu
EFFECTIVE DATE: Spring 2024

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Ko‘olau region of O‘ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

SP 151 introduces students to the basic principles of human communication. Students will receive practice in improving their competency in the areas of public speaking, specifically in informative and persuasive speaking. Prerequisite- placement in English 21 or higher

Activities Required at Scheduled Times Other than Class Times

None

STUDENT LEARNING OUTCOMES

As a result of taking this course, students can expect to attain the following outcomes:

1. Describe the principles and processes of human communication.
2. Compare and contrast differences between interpersonal, intrapersonal, and public speaking.
3. Demonstrate and evaluate effective verbal and nonverbal communication.
4. Appropriately adapt communicative messages to the self and to others.
5. Demonstrate effective listening skills.

COURSE TASKS AND GRADING

Class Participation	10%
Chapter Quizzes	20%
Connect to the Concepts	20%
Informative Speech	20%
Invitational Speech	20%
Group Persuasive Speech	10%

Grading Scale

Excellent A (90-100)

Above Average B (80-89)

Average C (70-79)

Minimal Passing D (60-69)

Failure F (0-59)

Participation: Due to the nature of a speech course, participation is necessary. Class discussions, student involvement, in-class activities, and impromptu assignments are regarded as participation.

Chapter Quizzes: Student should keep up with assigned reading. Chapter quizzes will be given during class following the reading assignment.

Connect to the Concept: Over the course of the semester, students will be asked to choose a concept from each chapter reading and create a short presentation on the concept, including a definition/description of the concept, an example of student's experience or observation of the concept and a question for their classmates to begin a class discussion.

Speeches: Students will present three speeches over the course of the semester: Informative, Invitational, and Group Persuasive.

COURSE CONTENT

Concepts or Topics

- Communication Models
- Topic Selection
- Audience Analysis
- Listening and Responding
- Nonverbal Communication
- Verbal Communication
- Interpersonal and Intrapersonal Communication

- Public Speaking
- Invitational Speaking

Skills or Competencies

- Oral Communication
- Written Communication
- Critical Reading
- Listening
- Providing Feedback

LEARNING RESOURCES

Required textbook for this course: Griffin, C. (2017). Invitation to Human Communication (2nd ed.). National Geographic.

ADDITIONAL INFORMATION

Attendance Policy: Regular and prompt attendance is necessary for students to achieve the goals of this course. Most activities build upon one another so attendance and adequate preparation for each class period are essential. Students are responsible for material covered in classes in which they were absent (whether the absence was excused or unexcused) or late to class.

Late Assignment Policy: Students needing to submit late work should check in with instructor (prior to the due date, if possible) to receive exemption from late deduction. Otherwise, there is a 5% deduction for the first day late and 10% deduction for each additional day.

E-mails: The University of Hawaii e-mail has been declared an official means for communication with students. Executive Policy E2.213 reads: “Students are responsible for checking their email account frequently and consistently to remain current with University communications. They are expected to monitor and manage their email storage quota to insure that their mailboxes are not saturated and are able to receive new messages.”

Cell Phones and Other Electronic Devices: Before attending class, turn to silent and put away all cell phones and other portable electronic devices that can ring and disrupt the class

DISABILITIES ACCOMMODATIONS

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Accessibility Counselor to discuss reasonable accommodations that will help you succeed in this class. Roy Inouye can be reached at (808) 235-7448, royinouy@hawaii.edu, or you may stop by Hale Kāko‘o 106 for more information.

SEX DISCRIMINATION AND GENDER-BASED VIOLENCE RESOURCES (TITLE IX)

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms

of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Madoka (Doka) Kumagai, Confidential Advocate
 Phone: (808) 348-0663 (cellular)
 Phone: (808) 956-6084 (office)
 Email: kumagaim@hawaii.edu

Desrae Kahale, Mental Health Counselor & Confidential Resource
 Phone: (808) 235-7393
 Email: dkahale3@hawaii.edu
 Office: Hale Kāko‘o 101

Karla K. Silva-Park, Title IX Coordinator
 Phone: (808) 235-7468
 Email: karlas@hawaii.edu
 Office: Hale ‘Ākoakoa 220

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University’s Title IX resources and the University’s Policy, Interim EP 1.204, go to manoa.hawaii.edu/titleix/

ACADEMIC INTEGRITY

Work submitted by a student must be the student’s own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

In this class, students who commit academic dishonesty, cheating or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs

ALTERNATE CONTACT INFORMATION

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- Location: Alaka‘i 121 Phone: (808) 235-7422

- Class Schedule

	Topic	Assignments
Class #1	Course Introduction	
Class #2	The Communication Process	Read Chapter 1 and Quiz Connect to the Concepts
Class #3	Communication, Perception, and the Self	Read Chapter 2 and Quiz Connect to the Concepts
Class #4	Nonverbal Communication	Read Chapter 3 and Quiz Connect to the Concepts
Class #5	Language	Read Chapter 4 and Quiz Connect to the Concepts
Class #6	Listening	Read Chapter 5 and Quiz Connect to the Concepts
Class #7	Delivering your Speech	Read Chapter 12 and Quiz
Class #8	Developing your Speech	Read Chapter 10 and Quiz
Class #9	Informative Speaking	Read Chapter 13 and Quiz
Class #10	Informative Speeches	Submit speech outline
Class #11	Understanding Interpersonal Communication	Read Chapter 6 and Quiz Connect to the Concepts
Class #12	Improving Interpersonal Communication	Read Chapter 5 and Quiz Connect to the Concepts
Class #13	Invitational Speaking	Read Chapter 15 and Quiz
Class #14	Invitational Speeches	Submit speech outline
Class #15	Foundations of Communication in Groups and Teams	Read Chapter 8 and Quiz Connect to the Concepts
Class #16	Communication Effectively in Groups and Teams	Read Chapter 9 and Quiz Connect to the concepts
Class #17	Gathering Materials	Read Chapters 11 Quiz Connect to the Concepts
Class #18	Persuasive Speaking	Chapter 14 and Quiz
Class #19	Group Persuasive Speeches	Submit speech outline
Class #20	Final Class Wrap Up What? So what? Now What?	

