

Eastern Illinois University
Revised Course Proposal
CMN 3470, Small Group Communication

Agenda Item #17-24
Effective Fall 2017

Banner/Catalog Information (Coversheet)

1. ☐ New Course or ☒ Revision of Existing Course
2. **Course prefix and number:** CMN 3470
3. **Short title:** Small Group Communication
4. **Long title:** Small Group Communication
5. **Hours per week:** 3 Class 0 Lab 3 Credit
6. **Terms:** ☐ Fall ☐ Spring ☐ Summer ☒ On demand
7. **Initial term:** ☒ Fall ☐ Spring ☐ Summer Year: 2017
8. **Catalog course description:** This course covers the definition, structure, and functions of small groups. It examines theories and processes of communication that occur in formal and informal groups in professional, civic, and other contexts. Special attention is paid to the ways in which communication in small groups relates to critical and analytical thinking in small group decision making and problem solving, diversity in small groups, roles and leadership in small groups, and oral presentations in small groups.

9. Course attributes:

General education component: N/A

☐ Cultural diversity ☐ Honors ☐ Writing centered ☐ Writing intensive ☐ Writing active

10. Instructional delivery

Type of Course:

☒ Lecture ☐ Lab ☐ Lecture/lab combined ☐ Independent study/research
☐ Internship ☐ Performance ☐ Practicum/clinical ☐ Other, specify: _____

Mode(s) of Delivery:

☒ Face to Face ☒ Online ☐ Study Abroad
☐ Hybrid, specify approximate amount of on-line and face-to-face instruction

11. Course(s) to be deleted from the catalog once this course is approved: None.

12. Equivalent course(s): None

a. Are students allowed to take equivalent course(s) for credit? ☐ Yes ☐ No

13. Prerequisite(s): None

a. Can prerequisite be taken concurrently? ☐ Yes ☐ No

b. Minimum grade required for the prerequisite course(s)?

c. Use Banner coding to enforce prerequisite course(s)? ☐ Yes ☐ No

d. Who may waive prerequisite(s)?

☐ No one ☐ Chair ☐ Instructor ☐ Advisor ☐ Other (specify)

14. Co-requisite(s): None

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which may take the course:__All

b. Degrees, colleges, majors, levels, classes which may not take the course: None

16. Repeat status: ☒ May not be repeated ☐ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor: 3

18. Grading methods: ☒ Standard ☐ CR/NC ☐ Audit ☐ ABC/NC

19. Special grading provisions:

☐ Grade for course will not count in a student's grade point average.

☐ Grade for course will not count in hours toward graduation.

☐ Grade for course will be removed from GPA if student already has credit for or is registered in:

☐ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: _____

20. Additional costs to students:

Supplemental Materials or Software_____

Course Fee ☒ No ☐ Yes, Explain if yes_____

21. Community college transfer:

☒ A community college course may be judged equivalent.

☐ A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

Rationale, Justifications, and Assurances (Part I)

1. ☒ Course is required for the major(s) of Communication Studies [option area: Interpersonal Communication]
☐ Course is required for the minor(s) of _____
☐ Course is required for the certificate program(s) of _____
☒ Course is used as an elective

2. **Rationale for proposal:**

CMN 3470 is being revised to update the original course proposal from the 1990s to reflect current approaches, in the field, to small group theory, pedagogy, and practice. The course revision also aligns more explicitly with the University Undergraduate Learning Goals. Additionally, this course is being updated with an online delivery option in response to increased demand for digitally delivered courses.

3. **Justifications for (answer N/A if not applicable)**

Similarity to other courses: N/A

Prerequisites: N/A

Co-requisites: N/A

Enrollment restrictions: N/A

Writing active, intensive, centered: N/A

4. **General education assurances (answer N/A if not applicable)**

General education component: N/A

Curriculum: N/A

Instruction: N/A

Assessment: N/A

5. **Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

Online or hybrid delivery justification: This course may be offered as an online course in response to increased demand for digitally-delivered courses. Learning objectives will be the same as in-person offerings.

Instruction: All instructors will be OCDi certified, or equivalent. Course content will be delivered online in a variety of media such as audio/visual lectures, textual conversations, and multi-media components as appropriate and hosted on the University's online learning platform. The evaluation methods would differ from the lecture version of the course and would weight exams less highly, instead expanding the roles of the in-class activities and written analyses. Students will use synchronous and/or asynchronous groupware for (1) small group meetings and (2) case study and group project presentations.

Integrity: Students will be required to complete a module on academic integrity at the beginning of the course not present in the in-person offering.

Assignments will be checked for originality in a variety of ways, such as:

- Written assignments will be turned in through the University's online learning platform and checked for plagiarism using digital tools as well as traditional methods.
- Quizzes and Exams will be timed and require browser locks.

Interaction: The instructor will facilitate student-faculty and student-student interaction via email, phone, discussion boards, and/or shared online workspaces as dictated by the faculty.

Model Syllabus (Part II)

1. Course Number and Title: CMN 3470: Small Group Communication

2. Catalog Description:

This course covers the definition, structure, and functions of small groups. It examines theories and processes of communication occurring in formal and informal groups in professional, civic, and other contexts. Special attention is paid to the ways in which communication in small groups relates to critical and analytical thinking in small group decision making and problem solving, diversity in small groups, roles and leadership in small groups, and oral presentations in small groups.

3. Learning Objectives

After taking this course, students will be able to:

- Identify the key elements that define and differentiate group communication from other types of communication. (CT-3).
- Identify and analyze the dialectical tensions inherent in group interaction, including the stages of group development, group member roles, and decision making. (CT 1-4)
- Adapt to diverse group members by demonstrating an understanding and respect for member differences in personality, culture, gender, age, and religions. (RC-1, WR-6, CT-3)
- Identify and apply appropriate conflict resolution strategies that enhance group cohesiveness and adapt to member differences. (CT 1-6; SL-2)
- Identify and apply group leadership theories, strategies, and skills. (CT 1-6; SL-2)
- Understand, analyze, and utilize effective group presentational skills. (CT-2-6; SL 1-7; QR 2-6)

4. Course Materials:

- Engleberg, I. N., & Wyann, D. R. (2013). *Working in groups* (6th edition). Boston, MA: Pearson.
- Other supplementary texts and multimedia elements will be available via the online learning management platform as noted on the syllabus.

5. Weekly Outline of Content

Week 1	Course Orientation. Definition of Small Groups <ul style="list-style-type: none">A. Definition of a small groupB. Types of groupsC. Advantages/disadvantages of small groupsD. Group DialecticsE. Small group communication and ethical considerations
Week 2	Group Development Theory, Goals and Norms <ul style="list-style-type: none">A. Different stages of group formationB. Establishing group goalsC. Establishing group normsD. Characteristics of group motivation
Week 3	Group Membership <ul style="list-style-type: none">A. Schultz's theory of interpersonal needsB. Group roles (explicit and implicit)C. Communication apprehension and assertiveness
Week 4	Diversity in Groups <ul style="list-style-type: none">A. Obstacles to understanding others (e.g., ethnocentrism)B. Personality dimensions

	<ul style="list-style-type: none"> C. Cultural dimensions D. Gender dimensions E. Generational dimensions F. Religious dimensions
Week 5	Group Leadership <ul style="list-style-type: none"> A. Definition of leaderships B. Becoming a leader (e.g., designated, emergent) C. Leadership theories D. Leadership and diversity
Week 6	Verbal Communication <ul style="list-style-type: none"> A. Team Talk B. Languages challenges C. Language differences
Week 7	Nonverbal Communication <ul style="list-style-type: none"> A. Different form of nonverbal communication (e.g., eye contact) B. Nonverbal differences C. Communication climate
Week 8	Listening <ul style="list-style-type: none"> A. Challenges of listening in a group B. Types of listening C. Key listening strategies and skills
Week 9	Group Conflict <ul style="list-style-type: none"> A. Definition of conflict B. Types of group conflict C. Constructive and destructive conflict D. Conflict styles E. Conflict management strategies F. Group cohesion and groupthink
Week 10	Group Decision Making <ul style="list-style-type: none"> A. Decision making methods (e.g., voting) B. Decision making questions
Week 11	Group Problem Solving <ul style="list-style-type: none"> A. Structured problem solving B. Creative problem solving C. Problem solving realities
Week 12	Critical Thinking and Argumentation in Groups <ul style="list-style-type: none"> A. Cooperative group arguments B. Structuring arguments (Toulmin Model of Argument) C. Presenting and refuting arguments D. Adapting to different cultural argument styles
Week 13	Planning and Conducting Group Meetings <ul style="list-style-type: none"> A. Planning and chairing meetings (e.g., agenda, minutes) B. Adapting to member behaviors C. Evaluating meetings
Week 14	Technological and Virtual Groups <ul style="list-style-type: none"> A. Nature of virtual groups B. Synchronous and asynchronous groupware C. Group diversity and the digital divide
Week 15	Group Presentation and Presentations <ul style="list-style-type: none"> A. Presentation guidelines B. Group presentations C. Presentation aids
Week 16	Final Exam

6. Assignments

Exams/Quizzes:	30%
Small Group Projects: Students will be assigned to two different small groups that will work on a substantial group project that includes research, analysis, and the completion of task. The projects will culminate in a group presentation either for a face-to-face or virtual audience.	50%
Reflection Papers: Students will analysis and evaluate their small group experiences (small group projects).	20%

7. Grading Scale

A = 100-90%, B = 89-80%, C = 79-70%, D = 69-60%, F = Below 60%

8. Learning Objectives, Assignments, and Evaluations

	Exam/Quizzes (30%)	Small Group Projects (50%)	Reflection Papers (20%)
Identify the key elements that define and differentiate group communication from other types of communication (CT-3).	X		
Identify and analyze the dialectical tensions inherent in group interaction (CT 1-4)	X	X	X
Adapt to diverse group members by demonstrating an understanding and respect for member differences in personality, culture, gender, age, and religions. (RC-1, WR-6, CT-3)	X	X	X
Identify and apply appropriate conflict resolution strategies	X	X	

that enhance group cohesiveness and adapt to member differences. (CT 1-6; SL-2)			X
Identify and apply group leadership theories, strategies, and skills. (CT 1-6; SL-2)	X	X	X
Understand, analyze, and utilize effective group presentational skills. (CT-2-6; SL 1-7; QR 2-6)	X	X	X

Date approved by the department or school: 10/12/16

Date approved by the college curriculum committee: 11/2/16

Date approved by the Honors Council (*if this is an honors course*):

Date approved by CAA: 2/9/17 CGS: Not applicable