

Department of Communication  
Wayne State University  
Department phone number: (313) 577-2943

**COURSE SYLLABUS  
COM 3400 - Section 001  
Summer 2024**

**Instructor:** Nina Kelly

**Course Time/Days:** Mondays & Wednesdays, 11:30AM – 2:00PM

**Course Location:** 235 Manoogian Hall

**Instructor's Office Location:** 508 Manoogian Hall

**Instructor's Email Address:** [ninakelly@wayne.edu](mailto:ninakelly@wayne.edu)

**Instructor's Office Hours:** Mondays from 10:00AM – 11:00AM or by appointment

**Course Description & Learning Outcomes**

This course is designed to introduce students to the role that theory plays in different types of communication scholarship. The course looks at the different worldviews scholars have for studying communication, and the different types of theory they develop employing these worldviews. As such, this course will offer an overview of some of the primary communication theories in our discipline. This course also satisfies the Writing-Intensive requirement for Communication Studies Majors. By the end of the course, you should be able to:

1. Understand the role that theory plays within communication scholarship.
2. Apply communication theories to events in your own life and that of others.
3. Demonstrate awareness of professional and scholarly standards in the field of communication.
4. Express complex ideas in written and spoken forms.

**Course Format**

This is an IN-PERSON, SYNCHRONOUS course, meaning that you must be available to attend class during the designated time for the entire summer semester. Plan to attend the entire 2.5 hours of class (with a break in the middle) by sorting out your parking, etc. before class begins.

**Course Materials**

- REQUIRED TEXTBOOK: *A First Look at Communication Theory*, by Em Griffin, Andrew Ledbetter, and Glenn Sparks; 11th edition (2023).
  - Online access to the book is provided at a discounted rate through Wayne State's First Day Inclusive Access program. This program provides your required course material prior to the first day of classes directly through Canvas at a price equal to or lower than the publisher-direct prices. A direct charge for the course material is placed against your student account and is visible on your tuition bill. Participation in the First Day program is optional. Please see Canvas for instructions on activating your online access or for information on opting out of the First Day Inclusive Access program. For additional information regarding the First Day Inclusive Access course material program, please visit the WSU First Day website at <https://Studentservices.wayne.edu/bookstore/inclusive-access>.
  - The 10<sup>th</sup> edition of our textbook is available to check out from the [Wayne State Library system](#). Be aware, however, that there are three additional theory chapters in the current, 11<sup>th</sup> edition that we will be covering. If you choose to use the 10<sup>th</sup> edition of the textbook, you will still be responsible for the material covered in the new chapters.
  - Additional readings and resources will be posted on Canvas.
- SOFTWARE: Microsoft Office applications for coursework. I cannot accept assignments via Google Docs or other platforms associated with non-Wayne State email addresses due to student privacy concerns and the Family Educational Rights and Privacy Act of 1974 (FERPA).
- Please bring paper and a writing utensil to each class meeting, for use during in-class activities.

## **Communication & Correspondence**

Please DO NOT message or email me through Canvas, but rather, email me at [ninakelly@wayne.edu](mailto:ninakelly@wayne.edu) with your WSU email account. Due to the Family Educational Rights and Privacy Act of 1974 (FERPA), I am unable to respond to a personal account (e.g., Gmail). I am committed to replying to your email during regular business hours within a 24-hour period, aside from weekends and holidays. I will only have conversations about grades 24 hours after they have been issued, during office hours.

## **Important Websites/Resources**

- [Canvas](#): Call C&IT at (313) 577-HELP (4357) if you have problems accessing Canvas. Do *not* contact your instructor unless C&IT has not responded to your problem within 24 hours.
- [Academica](#)
- [Academic Success Center](#) (Undergraduate Library, Suite 1600)
- [Writing Center](#) (Undergraduate Library, Room 2310)

## **Attendance—Absences & Tardiness**

**Class will begin promptly at 11:30am, and attendance will be taken at the beginning of every class period. Students are allowed one (1) unexcused absence. For every unexcused absence thereafter, there will be a 10-point deduction from the student's final attendance/participation score.**

Note: If you have an *excused absence*, it will not count against your attendance. However, you must provide *proper documentation* within 7 days of the absence. An “excused absence” is defined as an absence due to an illness, death in the family, court date, mandatory government/military event, or university activity (e.g., field trip, sport/academic event that you are participating in). It does *not* include work or a job-related event or having to pick up your kids from school. “Proper documentation” refers to one of the following documents: a doctor’s note, funeral program, copy of court order, government/military form, or note from the university. The document *must* include the date(s) you missed class, your name, and a signature of the person providing the documentation (the only exception to this is a funeral program).

**You may also lose points from your attendance/participation score if you:** 1) arrive more than 10 minutes late, 2) leave the classroom for more than 5 minutes (outside of scheduled breaks, which we will have), 3) leave class early, 4) sleep during class, 5) are on your phone during class (see “Other Class Policies” on p. 6).

## **Assignments, Activities, and Grading**

Your grade in this class will be determined by the following assignments. Additional details for each will be posted on Canvas. It is my goal to have all assignments graded as quickly as possible. However, grading may take up to 14 days.

**1. Syllabus Quiz:** 10 points

**2. Team Theory Presentations (2 @ 25 points each):** 50 points

*Learning Objectives 1, 2, 3, 4*

**What to expect:** You will be assigned to a team that will work together to teach the class about two different communication theories in two separate class periods. A written overview of your lesson plan will be submitted beforehand.

**3. Exams (2 @ 25 points each):** 50 points

*Learning Objectives 1, 2, 3*

**What to expect:** There will be two exams which will cover the readings and discussions. The first will cover weeks 2, 3 & 4, and the second will cover weeks 5, 6 & 7. Exams may include multiple choice, true/false and short answer/essay questions.

#### **4. Research Paper: 110 points**

*Learning Objectives 1, 2, 3, 4*

What to expect: Because this is designated as a writing-intensive course, your big project will be a research paper dedicated to explaining, analyzing, and applying a communication theory. It is broken into three main parts, graded separately as follows:

- Topic submission: 10 points
- Part 1 (prospectus & annotated bibliography): 25 points
- Part 2 (final paper): 75 points

All written assignments are expected to be typed and double-spaced, using a 12-point Times New Roman font with 1-inch margins. They are also expected to be grammatically correct and free of spelling errors. It is expected that students will quote or otherwise reference copyrighted materials using appropriate citations (APA 7th ed.).

#### **5. In-Class Activities: 50 points**

*Learning Objectives 1, 2, 4*

What to expect: Periodically, I will facilitate activities in class that are allotted points. To earn these points, you will have to be present.

#### **6. Attendance & Participation: 30 points**

What to expect: This course is premised on active discussion and students are expected to come to class having completed the readings and assignments. Participation consists of more than attendance (see above for attendance details). Students will be assessed on frequency of participation, quality of comments, listening skills, attitude, ability to work with others, and behavior. Whether in the classroom or online, you must treat each other with respect.

**Total = 300 points**

#### **Deadlines**

**There are no make-ups;** assignments are due on the dates noted in the Course Calendar and on the Canvas Assignments page. Late work is not accepted; however, I do recognize extraordinary circumstances sometimes mean more time is needed. Therefore, if you need the deadline to move a day or two it is possible to do so if you reach out to me **no less than 72 hours** before the deadline to request and negotiate for an extension. In your email, you must do these things:

- State how much more time you need
- Explain why you need more time
- Explain what status your assignment is in at the time of the request
- Explain how the additional time will make it better. If your request is reasonable and your explanations are sound, we will move the deadline so you can turn in the best possible work.

If you do NOT follow these steps to negotiate for a new deadline, the points for assignments turned in after the deadline will automatically drop 10% PER DAY late, including weekend days.

#### **Extra Credit**

There will be no extra credit options this semester. However, I may offer bonus points for assignments or participation of particularly high quality.

#### **Grading**

Final grades will be assigned according to a standard scale:

A: 300-279 (100-93%)	B: 260-249 (86-83%)	C: 230-219 (76-73%)	D: 200-189 (66%-63%)
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A-: 278-270 (92-90%)	B-: 248-240 (82-80%)	C-: 218-210 (72-70%)	D-: 188-180 (62-60%)
B+: 269-261 (89-87%)	C+: 239-231 (79-77%)	D+: 209-201 (69-67%)	F: 179-0 (<60%)

## Withdrawal Requests

Students withdrawing from a course after the 2<sup>nd</sup> week of classes will receive a grade of WP, WF, or WN.

- WP: if you are passing the course (based on work due to date) at the time the withdrawal is requested.
- WF: if you are failing the course (based on work due to date) at the time the withdrawal is requested.
- WN: if no materials have been submitted, and so there is no basis for a grade

You must submit your withdrawal request online through Academica. Please check WSU's academic calendar for the last day a student may withdraw a) to receive tuition cancellation, b) without a grade appearing on a transcript, and c) with the instructor's approval. **I must approve the withdrawal request before it becomes final, and you should continue to attend class until you receive notification via email that the withdrawal has been approved.** Students who stop attending but do not request a withdrawal will receive an automatic F (failing grade). Students who have not officially withdrawn from the class must earn a minimum a D- in order to receive course credit.

## Grade Appeals & Incompletes

### Assignment Grade Appeals Process

If you wish to appeal a grade on an assignment, you need to follow these procedures. I will not discuss individual grades during class time.

- Read my feedback, submit a typed, written appeal that identifies the specific issue in question (e.g., outline, delivery, quiz item, etc.), and explain reasons why you feel the grade should be changed. Please refer to any class materials that support your rationale for a change.
- Wait at least 24 hours before sending your written appeal and requesting an appointment. Provide two potential times for your appointment.
- The written appeal should be submitted at least 24 hours before the appointment so that I have time to read and consider an appropriate response.
- When you arrive for the scheduled appointment, bring in your graded copy of the item in question (e.g., debate feedback form, paper, etc.) and any additional evidence to support your claims, and be ready to present them.
- After meeting with you, I will decide within two days whether to change or uphold the grade. I will provide you with a written justification of my decision.
- All of this must take place within one week [7 days] of the time that you submit your appeal.
- Grade appeals will not be considered after 10 days of the day grades have been submitted. All grades are final and cannot be appealed after 10 days.

The formal college policy for appealing a **final grade** can be found at: <http://cfpca.wayne.edu/files/gradeappeal.pdf>. Incompletes are reserved for extraordinary circumstances such as personal emergencies that can be documented. An incomplete is granted when, in the Basic Course Director's judgment, you can successfully complete the work of the course. Incompletes that are not converted to a letter grade within one year will automatically revert to an F (failing grade). Professor Frazier will approve an incomplete only under very stringent conditions, and most likely, never. Any **incomplete must be approved prior to** the last week of classes.

## Other Class Policies

- **You are expected to access your Wayne State email and check Canvas daily** at <http://canvas.wayne.edu> to verify your grades, check deadlines, and read announcements regarding information on upcoming assignments. Everything for this course can be found on our Canvas site, and

you are expected to use our Canvas course site. Call C&IT at (313) 577-4778 if you have problems accessing Canvas.

- **Professional courtesy:** Professional courtesy includes listening to people who are speaking and working together in the spirit of cooperation. It is expected that students remain professional when discussing controversial ideas and remember that our class discussions are a learning process, not an opportunity for personal attacks. Failure to conduct yourself according to these guidelines will result in a documented one-on-one meeting. Further disruptions may result in a grade penalty with severity at the discretion of the instructor.
- **Please silence your phone and have it put away during the class period (not on your desk).** If you need to use your phone for an emergency, please leave the classroom to do so.
- **Students are allowed to use artificial intelligence (AI) large language models (ChatGPT, Bard, Jasper, etc.) for certain aspects of this course and under the following conditions:**
  - You must consult me first on your plan for using AI with an assignment. I may offer you an alternative approach.
  - You must state explicitly in the assignment when, why, and how you have used AI. This includes the prompts you used to generate the results. You also need to specify what elements of the AI-generated text you have used or paraphrased. Cite a generative AI tool whenever you paraphrase, quote, or incorporate into your own work any content (whether text, image, data, or other) that was created by it. Consult this site for guidance on citing AI using APA format: <https://apastyle.apa.org/blog/how-to-cite-chatgpt>
  - If you use AI to edit or translate text, acknowledge this in a footnote with an appropriate citation.
  - If your AI output includes data/information, you are responsible for verifying accuracy and providing sources. Do not rely on AI to provide accurate citations.
  - If I detect AI plagiarism in your assignment, you will be found to be in violation of the Student Code of Conduct and charges of academic misconduct will be brought.

### **Wayne State Policies & Resources**

**Rights and Responsibilities:** As a member of the academic community at Wayne State, you have rights, as well as responsibilities. As such, please also familiarize yourself with the Student Rights and Responsibilities, available at: <https://bog.wayne.edu/code/2-31-01>. Additionally, the Wayne State Non-Discrimination Policy can be found at <https://bog.wayne.edu/code/2-28-01>.

**Disabilities:** If you have a documented disability that requires accommodations, you will need to register with Student Disability Services (SDS) for coordination of your academic accommodations. The Student Disability Services (SDS) office is located at 1600 David Adamany Undergraduate Library in the Student Academic Success Services department. SDS telephone number is 313-577-1851 or 313-577-3365 (TDD only).

<http://studentdisability.wayne.edu/accommodations.php>

Once you have your accommodations in place, I will be glad to meet with you privately during my office hours to discuss your needs. Student Disability Services' mission is to assist the university in creating an accessible community where students with disabilities have an equal opportunity to fully participate in their educational experience at Wayne State University. Please be aware that a delay in getting SDS accommodation letters for the current semester may hinder the availability or facilitation of those accommodations in a timely manner. Therefore, it is in your best interest to get your accommodation letters as early in the semester as possible.

**Plagiarism/Academic Dishonesty:** Materials that are clearly not the student's own work or which are not appropriately documented will be subjected to scrutiny. All acts of academic dishonesty including cheating and plagiarism will be treated as violations of appropriate student conduct and will be subject to disciplinary action. The Student Code of Conduct can be found at: <https://doso.wayne.edu/conduct/student>.

For other information about academic misconduct - <https://doso.wayne.edu/conduct/academic-misconduct>.

**Religious Observances:** It is Wayne State's policy to respect the faith and religious obligations of students, faculty, and staff. Students with exams or classes that conflict with their religious observances should notify me well in advance so that we can work out a mutually agreeable alternative. **Any agreement of alternatives must be documented by you and me via an email that: 1) details the assignment(s) that conflicts with the listed religious observance(s); 2) in what format that the assignment will be accepted; 3) New due date; 4) Instructor notes that they approve of the changes and the student notes that s/he understands the terms of the agreement.**

**University Activities:** If you are a student athlete, you must provide a letter from your coach or the WSU faculty or staff member in charge of the activity, along with dates of travel, by the second week of class. If an assignment due date coincides with an activity or travel dates for that activity, it is your responsibility to contact me at least 1 (one) week prior to discuss how and when the assignment should be completed. You should expect to submit the assignment prior to departing for the activity – not when you return.

**The W Food Pantry & Wardrobe** offers supplemental food and clothing for enrolled students in need of assistance. Information may be found at <https://thew.wayne.edu>.

**Wayne State Counseling and Psychological Services (CAPS)** envisions a “community where no mental health need goes unmet and all students reach their highest personal and academic potential.” Services are confidential and free of charge. Should you feel that you would benefit from CAPS offerings, please consider making an appointment at <https://caps.wayne.edu/> or by calling (313) 577-3398 on Monday-Friday between 8:30am-5:00pm, or (313) 577-9982 after hours.

***NOTE: This syllabus is subject to revision as deemed necessary by the instructor. Appropriate notice shall be given to the students. I reserve the right to add, delete, or alter any assignments.***

### Course Calendar

Week		Date	Topic	Assignments
1		WEDNESDAY June 26	* <b>Asynchronous (online) class* (Nina at ICA)</b> Welcome to Com 3400! Review Canvas site, syllabus & calendar	Syllabus Quiz due Sunday, June 30 @ 11:59pm
2	Foundations	MONDAY July 1	*Discuss: Introductions and course overview Launching Your Study of Communication Theory (Ch. 1) Objective and Interpretive Approaches to Communication Theory (Ch. 2)	
		WEDNESDAY July 3	Weighing the Words (Ch. 3) Mapping the Territory (Ch. 4) *Discuss: Team theory presentation assignments	Team Theory Presentation chapter selections due Sunday, July 7 @ 11:59pm
3	Interpersonal	MONDAY July 8	Self-Presentation (Schulman chapter on Canvas) Symbolic Interactionism (Ch. 5) *Introduce: Research Paper (Parts 1 & 2)	
		WEDNESDAY July 10	Social Penetration (Ch. 8) Communication Privacy Mgmt Theory (Ch. 12) *Guest speaker, Serena Vaquilar, WSU Libraries	Research paper topic due Sunday July 14 @ 11:59pm
4	Persuasion	MONDAY July 15	The Rhetoric (Ch. 17) Dramatism (Ch. 18) *Team presentations prep & practice	

Week		Date	Topic	Assignments
		WEDNESDAY July 17	Team Theory Presentations Round 1 (Choose from Ch. 14, 15, 16 or 19) *Discuss: Exam 1	Exam 1 (Wks 2, 3, 4) due Sunday July 21 @ 11:59pm
5	Mass Communication	MONDAY July 22	*Guest speaker: Dr. Amy Latawiec, Writing Center Media Ecology (Ch. 31) Context Collapse (Ch. 32)	
		WEDNESDAY July 24	Uses & Gratifications (Ch. 35) Agenda-Setting (Ch. 37) *Discuss: Research paper Part 1	Research Paper Part 1 (annotated bibliography & prospectus) due Sunday July 28 @ 11:59pm
6	Culture & Gender	MONDAY July 29	Afrocentricity (Ch. 28) Feminist Standpoint Theory (Ch. 29) *Team presentation prep & practice	
		WEDNESDAY July 31	Team Theory Presentations Round 2 (Choose from Ch. 25, 26, 27, or 30) *Discuss: Research Paper Part 2	
7	Groups & Organizations	MONDAY August 5	Functional Perspective on Group Decision-Making (Ch. 20) Communicative Constitution of Organizations (Ch. 23) *Discuss: Exam 2	
		WEDNESDAY August 7	Diversity and inclusion in organizations (Shore et al. 2011; Romani et al., 2019 – posted on Canvas) *Guest lecturer: Kirby Phillips, Dept. of Comm.	Exam 2 (Wks 5, 6, 7) due Sunday August 11 @ 11:59pm
8		MONDAY August 12	Common Threads in Comm Theories (Ch. 38) Final paper workshop, 1:1 meetings	
		WEDNESDAY August 14	<b>Study Day – NO CLASS MEETING</b>	
		THURSDAY & FRIDAY August 15-16	<b>Final Exams – NO CLASS MEETING</b>	Research Paper Part 2 (final paper) due Thursday August 15 @ 11:59pm

*\*This calendar is subject to change as deemed necessary by the instructor\**