

**CMST 1311 Introduction to Communication Studies**

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 Office Hours: Available By Appointment (Monday, Wednesday, and Friday: 9:00am – 5:00pm)

**Course Description:** Theory and practice related to the dynamics of human communication. An examination of the process of attributing and sharing meaning, and the factors influencing intrapersonal, interpersonal, small group, organizational, rhetoric and public speaking, and mass communication.

**Student Learning Outcomes**

- Understand, analyze, and practice effective and ethical oral communication in forms and styles appropriate for various situations, purposes and audiences they serve.
- Create and deliver effective presentations.
- Apply effective approaches to human relational interaction through interactions and reflection planning in various settings and with diverse others.

**Textbook:** *Communication in the Real World: An Introduction to Communication Studies.*

- The digital version of the textbook is available on Canvas as an open access educational resource.
- This means students do not need to purchase a textbook and have access to it online.
- It is recommended that students download the book onto a computer for quick and easy access.

**Assignment Overview**

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| • <b>Assessments</b> (6 @ 10pts each)           | <b>60</b>  |
| • <b>Reflections</b> (8 @ 10pts each)           | <b>80</b>  |
| • <b>Lesson Responses</b> (10 @ 3pts each)      | <b>30</b>  |
| • <b>Project #1 Neologism Experiment</b>        | <b>20</b>  |
| • <b>Project #2 Story Speech Presentation</b>   | <b>20</b>  |
| • <b>Project #3 Communication Strategy Plan</b> | <b>20</b>  |
| • <b>Project #4 Persuasive Speech</b>           | <b>20</b>  |
| <b>Total</b>                                    | <b>250</b> |

**Note:** *the lesson presentations, assessments, and assignments each cover differing topics of the chapters, allowing a variety of methods of learning of the material across the given chapters.*

**Calendar** (subject to adjustment)

| Week of | Unit   | Content   | Reading                    | Due   |
|---------|--------|---|----------------------------|---|
| Jan 13  | 1      | <ul style="list-style-type: none"> <li>Syllabus Introduction</li> <li>Reflection Assignments and Rubric Overview</li> <li>Models and Comm Competence</li> </ul> | Ch 1                       | Lesson Response 1 (Ch 1)<br>Reflection 1 "Communication Analysis"   |
| Jan 20  | 1<br>1 | Monday, Jan 20, MLK Day<br>Perceiving Self and Others   | Ch 2<br>Ch 3               | Lesson Response 2 (Ch 2)<br>Reflection 2 "Communication Competence" |
| Jan 27  | 1      | Assessment 1<br>Nonverbal Communication   | Chs 1-3<br>Ch 4            | Assessment 1<br>Lesson Response 3 (Ch 4)                            |
| Feb 3   | 2      | Listening and Relationships<br>Neologism Assignment Overview  | Ch 5<br>Ch 7               | Lesson Response 4 (Chs 5, 7)<br>Neologism Experiment                |
| Feb 10  | 2      | Friday, Feb 14, Valentines Day<br>Interpersonal Communication   | Ch 6                       | Reflection 3 "Interpersonal Strategy for Improvement"               |
| Feb 17  | 2      | Monday, Feb 17, Presidents Day<br>Assessment 2  | Chs 4-7                    | Lesson Response 5 (Ch 6)<br>Assessment 2                            |
| Feb 24  | 3      | Small Group Development   | Ch 13                      | Lesson Response 6 (Ch 13)<br>Story Speech Presentation              |
| Mar 3   | 3      | Reflection 4<br>Assessment 3  | Ch 13                      | Reflection 4 "Groupthink"<br>Assessment 3                           |
| Mar 10  | 4      | Organization Communication<br>Leadership  | Ch 14                      | Reflection 5 "Workplace Team Leadership Plan"                       |
| Mar 17  |        | SPRING BREAK: March 17th – 21st   | N/A                        | N/A   |
| Mar 24  | 4      | Lesson Response 7<br>Assessment 4   | Ch 14                      | Lesson Response 7 (Ch 14)<br>Assessment 4                           |
| Mar 31  | 5      | Persuasive Speech Overview<br>Communication Strategy Plan   | Ch 9<br>Ch 10<br>Ch 11     | Reflection 6 "Speech Prep"<br>Communication Strategy Plan           |
| Apr 7   | 5      | Informative/Persuasive Speaking<br>Speaking in Various Contexts<br>Assessment 5   | Ch 11<br>Ch 12<br>Chs 9-12 | Lesson Response 8 (Ch 12)<br>Assessment 5                           |
| Apr 14  | 6      | Friday, Apr 18, Good Friday<br>Sunday, Apr 20, Easter Sunday<br>Recording Persuasive Speeches<br>Media and Technology   | Ch 15                      | Lesson Response 9 (Ch 15)<br>Reflection 7 "Hypodermic Needle Model" |
| Apr 21  | 6      | Persuasive Speech Submission  | Ch 16                      | Lesson Response 10 (Ch 16)<br>Persuasive Speech                     |
| Apr 28  | 6      | New and Social Media  | Ch 15 - 16                 | Reflection 8 "Social media life strategy"<br>Assessment 6           |

## Course Policies

### Use of Artificial Intelligence Software to Complete Assignments

The use of generative AI tools (such as ChatGPT, DALL-E, etc.) are not permitted in this class; therefore, any use of AI tools for work in this class is considered a violation of UTT's Student Code of Conduct, since the work is not your own. The use of unauthorized AI tools will result in failure for the assignment, the course, or other academic discipline. The instructor will use software checking systems on student work that appears to be AI-generated.

### Grading Scale:

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

**Discussion of Grades:** Students are encouraged to ask questions about their assignment assessments and grades. This is an important part of the learning process and the instructor is expected to assist with these questions to ensure comfort of the student and accuracy of communication between instructor and student. However, as discussions of grades are private, inquiries will not be addressed in class/in public. **The instructor will not break FERPA laws by discussing grades in front of anyone except the inquiring student.** Questions about grades and evaluations can only take place in the privacy of the instructor's office. **Requests for grade adjustments must be made in writing.**

**"Second Chances/Redo's" of Assignments:** Requesting second chances/redo's to complete assignments creates a situation in which the instructor faces the possibility of practicing inequality if some students are given chances that others are not. These requests cannot be accommodated.

**Late Work:** Grading and points awarded for late work will be considered based upon written request.

**Attendance:** Attendance is expected. On student presentation days, roll will be taken with ramifications on course points for not attending peers' presentations.

## University Policies and Information

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Last Update – 5/30/2024

### Withdrawing from Class

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Students may [withdraw](#) (drop) from this course using the [Withdrawal Portal](#). Withdrawing (dropping) this course can impact your Financial Aid, Scholarships, Veteran Benefits, Exemptions, Waivers, International Student Status, housing, and degree progress. Please speak with your instructors, consider your options, speak with your advisor, and visit the One-Stop Service Center (STE 230) or email [enroll@uttyler.edu](mailto:enroll@uttyler.edu) to get a complete review of your student account and the possible impacts to withdrawing. We want you to make an informed decision. UT Tyler faculty and staff are here for you and often can provide additional support options or assistance. Make sure to carefully [read the implications for withdrawing from a course and the instructions](#) on using the [Withdrawal portal](#).

Texas law prohibits students from dropping more than six courses during their entire undergraduate career\*. The six courses dropped include those from other 2-year or 4-year Texas public colleges and universities. Consider the impact withdrawing from this class has on your academic progress and other areas, such as financial implications. We encourage you to consult your advisor(s) and Enrollment Services for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#). CAUTION #2: All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms. CAUTION #3: All UT Tyler Athletes must check with the Athletic Academic Coordinator before withdrawing from a course. CAUTION #4: All veterans or military-affiliated students should consult with the [Military and Veterans Success Center](#).

\* Students who began college for the first time before 2007 are exempt from this law.

### Artificial Intelligence Statement

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UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI

tools that violate the guidelines specified for this course is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy. Refer to the About This Course section of the UT Tyler Syllabus Module for specific information on appropriate use of AI in your course(s).

### **Final Exam Policy**

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Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the Dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members must maintain student final examination papers for a minimum of three months following the examination date.

### **Incomplete Grade Policy**

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If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in place of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all coursework or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons before the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to meet all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has yet to be assigned within one year, then the Incomplete will be changed to an F, or NC. If the course was initially taken under the CR/NC grading basis, this may adversely affect the student's academic standing.

### **Grade Appeal Policy**

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Disputes regarding grades must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade. A grade appeal

should be used when the student thinks the final course grade awarded does not reflect the grades earned on assessments or follow the grading scale as documented in the syllabus. The student should provide the rationale for the grade appeal and attach supporting document about the grades earned. The form should be sent via email to the faculty member who assigned the grade. The faculty member reviews the rationale and supporting documentation and completes the instruction section of the form. The instructor should return the form to the student, even if a grade change is made at this level. If the student is not satisfied with the decision, the student may appeal in writing to the Chairperson of the department from which the grade was issued. In situations where there is an allegation of capricious grading, discrimination, or unlawful actions, appeals may go beyond the Chairperson to the Dean or the Dean's designee of the college from which the grade was issued, with that decision being final. The Grade Appeal form is found in the [Registrar's Form Library](#).

NOTE: The Grade Appeal Form is different from the Application for Appeal form submitted to the Student Appeals Committee, which does not rule on grade disputes as described in this policy.

### **Disability/Accessibility Services**

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In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA), the University of Texas at Tyler offers accommodations to students with learning, physical, and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler/> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with the Assistant Director Student Accessibility and Resources/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <https://www.uttyler.edu/disability-services>, the SAR office located in the Robert Muntz Library, LIB 460, email saroffice@uttyler.edu, or call 903.566.7079."

### **Military Affiliated Students**

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UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with your faculty member if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your faculty member aware of any complications as far in advance as possible. Your faculty member is willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. The [Military and Veterans Success Center \(MVSC\)](#) has

campus resources for military-affiliated students. The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

### **Students on an F-1 Visa**

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To remain in compliance with Federal Regulations requirements you must do the following:

- Traditional face-to-face classes: Attend classes on the regular meeting days/times.
- Hybrid Classes: Attend all face-to-face classes convened by the instructor according to the schedule set for your specific course.
- Online course: Only one online course can count toward your full-time enrollment. Students are expected to be fully engaged and meet all requirements for the online course.

### **Academic Honesty and Academic Misconduct**

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The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).

### **FERPA**

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UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements to protect your confidential information.

### **Absence for Official University Events or Activities**

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This course follows the practices related to [Excused Absences for University Events or Activities](#) as noted in the Catalog.

### **Absence for Religious Holidays**

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This course follows the practices related to [Excused Absences for Religious Holy Days as noted in the Catalog](#).

### **Absence for Pregnant Students**

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This course follows the requirements of Texas Laws SB 412, SB 459, SB 597/HB 1361 to meet the needs of pregnant and parenting students. Part of the supports afforded pregnant students includes excused absences. Faculty who are informed by a student of needing this support should make a referral to the Parenting Student Liaison. NOTE: Students must work with the Parenting Student Liaison in order to receive these supports. Students should reach out to the Parenting Student Liaison at [parents@uttyler.edu](mailto:parents@uttyler.edu) and also complete the [Pregnant and Parenting Self-Reporting Form](#).

### **Campus Carry**

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We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.