



**SPCH 1315 – 110H2**  
**Public Speaking**  
**Fall 2024, 2nd 8 Weeks**  
**M/W 2:00pm – 3:20pm, League City, 219**

**Instructor Information:** Anthony Cavazos, M.A., M.A.A.L.  
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**Office hours and location:** LRC 263, M/W 12:30 pm – 1:30 pm, T 10:00 am – 4:00 pm, and by appointment.

**Required Textbook/Materials:** O’Hair, D., Rubenstein, H., Stewart, R., (2019). *A Pocket Guide to Public Speaking (6th ed.)*. Boston: Macmillan Learning.

**Course Description:** This course emphasizes the principles of oral communication skills in both speaking and listening situations. In addition to theory in verbal and nonverbal technique, the course prepares students for planning, organization, and delivery of different types of informative/persuasive presentations. Two types of learning occur in this course: (1) cognitive or knowledge-based learning and (2) skill development. This course will combine both types of learning so that the student can attempt to convert what he/she knows about public speaking into how he/she acts when speaking publicly. \*This course is a 3-credit hour transferable semester course.

**Course requirements:** SPCH 1315 is based on a 1000 points system. Your final grade in this course is based on your performance in the following areas:

- Three MAJOR speeches (WITH APA formatted Outlines)
  - 1st - Self Introduction Speech 2 - 3 minutes (no sources required) (100 pts)
  - 2nd - Informative Speech 3 - 4 minutes (3 sources minimum) (200 pts)
  - 3rd – Persuasive Speech 4 – 5 minutes (4 sources minimum) (250 pts)
- Speech Evaluations
  - Reflection on Self Introduction Speech (25 pts)
  - Peer Evaluation of Informative Speech (50 pts)
  - Reflection Persuasive Speech (50 pts)
- Three Quizzes (Online, open book, open notes)
  - Syllabus Quiz (25 pts)
  - Quizzes 1 & 2 (75 pts each)
- Impromptu Speeches
  - 6 speeches given in class without prompts; 1 speech dropped (5 x 15 pts)
- In-Class Activities
  - Worksheets (25 pts x 3)

Special Projects: There are two major REQUIRED speeches in this class. The first is an Informative Speech Presentation. The second is a Persuasive Speech Presentation. Evaluation Criteria and Rubrics will be provided to students upon official assignment.

Informative and Persuasive Speech Presentations:

- The informative speech presentation assignment is worth 200 out of 1000 pts (20%) of your overall grade. The assignment provides Public Speaking students with an opportunity to demonstrate their ability to research, develop and deliver extemporaneous speeches with effective verbal and nonverbal techniques.
- The persuasive speech presentation assignment is worth 250 out of 1000 pts (25%) of your overall grade. This assignment provides students to develop proficiency in presenting a variety of speeches as an individual or group (e.g., narrative, informative or persuasive).
- In addition to both presentations, students will demonstrate effective usage of technology when researching and/or presenting speeches with the power point presentations.
- A typed full-sentence, double spaced, 2-3 pages in the outline (in APA format) is REQUIRED for each of these two presentations.
- All written assignments MUST be submitted as a WORD document using the link provided in D2L.
- Links and/or instructions for submission will be provided

**Determination of Course Grade/Detailed Grading Formula:** For a breakdown in points for each assignment, see above.

**Regardless of final outcomes, no student will be allowed to pass this course unless they have successfully completed BOTH major speaking assignments (Informative and Persuasive Speech)**

Grading Scale:

- A 895 – 1000 (Exceptional)
- B 795 – 894 (Above average)
- C 695 – 794 (Average)
- D 595 – 694 (Below Average)
- F 0 – 594 (Unacceptable)

**Late Work, Make-Up, and Extra-Credit Policy:** Late work is not accepted. 8-week courses move very quickly and it is very difficult to catch up after a few missed assignments. Emergencies arise and we can discuss makeups on a case-by-case basis. Do not count on extra credit in this class.

**Attendance Policy:** Regular class participation is expected!! A student CANNOT expect to pass this course without completing all assignments on a regular basis. Students are expected to check

their course emails a minimum of 1-2 times a week! Please note: the professor reserves the right to drop a student from the course. If, however, it becomes the student's decision to not continue in the course, the normal procedure for dropping a course should be followed by the student. Remember, it is not the professor's responsibility to initiate the withdrawal in such a case and failure to do so by the student may result in an "F". All students should familiarize themselves with the posted "W" Day cutoff. Students are allowed to miss two (2) classes for the entire semester. After reaching the limit, a full letter grade will be deducted from the student's semester average for each additional absence. For example, if a student's semester average is 92% (A) and the student has missed a total of four (4) classes for the semester, the final semester grade will be a 72% (C).

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Students will demonstrate an understanding of the foundational models of communication.	Critical Thinking (CT)	Speech Communication Discussion
2. Students will apply elements of audience analysis.	Critical Thinking (CT)	Audience Analysis Assignment
3. Students will demonstrate ethical speaking and listening skills by analyzing presentations for evidence and logic.	Personal Responsibility (PR)	Informative Speech Peer Evaluations
4. Students will research, develop, and deliver extemporaneous speeches with effective verbal and nonverbal techniques.	Critical Thinking (CT) & Communication Skills (CS2)	Informative Speech
5. Students will demonstrate effective usage of technology when researching and/or presenting speeches	Communication Skills (CS3)	Informative Speech Power Point Presentation
6. Students will identify how culture, ethnicity, and gender influence communication.	Critical Thinking (CT)	Audience Analysis Assignment
7. Students will develop proficiency in presenting a variety of speeches as an individual or group (e.g., narrative, informative or persuasive).	Teamwork (TW)	Informative Speech

**Course outline:** Readings will be assigned in D2L/BrightSpace. Though the readings are not graded, you will be expected to know them for the quiz and class discussions. The calendar below shows topics and major assignments to be completed.

Week #	Lecture Topic	Major Assignments Due
1	Syllabus Day and Icebreakers	Syllabus Quiz (Friday)
2	Managing Anxiety/The Communication Process	Intro Speech (Wednesday – Oct 23)
3	Audience Analysis/Outlining	
4	Introductions and Conclusions/Sourcing Speeches and Building credibility	Quiz 1
5	Speech week!	Informative Speeches (all week)
6	Ethics/The Rhetorical Triangle	
7	Nonverbal Communication and Speeches/Speaking on Special Occasions	Quiz 2
8	Speech week!	Persuasive Speeches (all week)

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**Academic Dishonesty:** Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a grade of zero on that exam and the student will be referred to the Office of Student Conduct for appropriate discipline action. Unless otherwise noted in the assignment instructions, the use of AI or LLMs (Large Language Models) will be considered academic misconduct.

**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Dr. Brian Anderson, Humanities Department Chair at 409-933-8186 or banderson@com.edu.

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## Institutional Policies and Guidelines

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook [https://www.com.edu/student-services/docs/Student\\_Handbook\\_2024-2025\\_v2.pdf](https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_v2.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor’s professional judgment of the quality of the student’s work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered

through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, Student Success Center

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is October 2. The last date to withdraw from the 16-week session is November 15. The last date to withdraw for the 2<sup>nd</sup> 8-week session is November 26.

**FN Grading:** The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program, you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

**Nondiscrimination Statement:**

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.