

Tompkins Cortland Community College
Master Course Syllabus

Course Discipline and Number: HUMS 114
Course Title: The Process of Group Communication

Year: 2023-2024
Credit Hours: 3

Attendance Policy: *To maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter and absence never excuses a student from class work. It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York. Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. See college catalog for more information.*

Services for Students with Disabilities: *It is the College's policy to provide, on an individual basis, appropriate academic adjustments for students with disabilities, which may affect their ability to fully participate in program or course activities or to meet course requirements. Students with disabilities should contact the Coordinator of Access and Equity Services, to discuss their particular need for accommodations. All course materials are available in alternate formats upon request.*

Course Description

This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

Course Context/Audience

This course qualifies for a Human Services Elective in the AAS Human Services degree program. Community members interested in expanding their knowledge and skills in group dynamics may also enroll.

Basic Skills/Entry Level Expectations

Writing: WC College level writing skills are required. See course co-requisites or pre-requisites.

Math: M0 Very limited or no math skills are required.

Reading: R2 Before taking this course, students must have a C or better in RDNG 099 or assessment indicating that RDNG 099 was not required.

Course Goals

This course is designed:

1. To assist students in developing both a theoretical understanding and practical knowledge and capability in the area of group communications.
2. To assist students in preparation for effective performance in a broad range of Human Service agencies and professional positions.
3. To enhance students' ability to communicate effectively in groups.

Course Objectives/Topics

Objective/Topic	% Course
Individual and Group Communication Skills	30%
Types and Functions of Groups	20%

Group roles, norms, formats	20%
Self and Group Awareness	20%
Observation of Group Dynamics	10%

General Education Goals - Critical Thinking & Social/Global Awareness

CRITICAL THINKING OUTCOMES	HOW DOES THE COURSE ADDRESS THE OUTCOMES (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
<p>Students will be able to</p> <ul style="list-style-type: none"> ➤ develop meaningful questions to address problems or issues. ➤ gather, interpret, and evaluate relevant sources of information. ➤ reach informed conclusions and solutions. ➤ consider analytically the viewpoints of self and others. 	<p>The course requires students to work in small and large groups as leader and participant and analyze their developing skills in each role.</p> <p>Reflection papers and weekly journals require students to analyze their developing group skills. Students are expected to consider how their group communication skills help people to help themselves.</p>
SOCIAL/GLOBAL AWARENESS OUTCOMES	HOW DOES THE COURSE ADDRESS THE OUTCOMES (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
<ul style="list-style-type: none"> ➤ Students will begin to understand how their lives are shaped by the complex world in which they live. ➤ Students will understand that their actions have social, economic and environmental consequences. 	<p>The course is designed to have students consider group behavior and how diverse cultures influence such behavior.</p>

Instructional Methods

Appropriate instructional methods for this course are group participation, lecture, individual and group discussion, observations, individual and group participation, project, written reports, readings, journal, student-teacher conferences and paper.

Methods of Assessment/Evaluation

Method	% Course Grade
Participation in class activities	40%
Individual and group facilitations, presentations, demonstrations, projects	30%
Written assignments, tests, final paper	30%

Text(s)

Communicating in Small Groups, Stephen Beebe and John Masterson, Latest Edition,
Required Text:

Values Clarification, Sidney Simon, Leland Howe, and Howard Kirschenbaum, Latest Edition,
Required Text:

Bibliography

The Process of Group Communication, Ronald Applbaum.

Nonverbal Communication, David Speer.

Effective Group Discussion, John Brilhart

Other Learning Resources**Audiovisual**

No resources specified

Electronic

www.socialworkers.org
www.co.tompkins.ny.us/departments
www.socialworksearch.com
www.hsctc.org
www.nohse.com

Other

No resources specified