

BELLEVUE COLLEGE

CMST 280 Intercultural Communication Syllabus-5 Credits

(Section OAS/0880 Fall 2021)

Online

Instructor: Dru Anthony Williams (he/him/his or they/them)

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When you contact me via email or Canvas Inbox messages I will do my best to respond within 24 hours of receiving your message. Please do your best to proactively reach out to me with questions, concerns or requests in a timely manner so that you can get the responses you need to successfully complete assignments or get the assistance you need. I would like us to use our correspondence as an opportunity to practice formal communication practices that adhere to respectful exchanges (see Netiquette page). Please also identify which course/section you are enrolled in.

Office location: R230L

Virtual Office Hours: By appointment. Please e-mail me at my address above or use the Canvas Inbox to set up an online appointment. We can schedule a conference Monday-Friday (or weekends if needed) and I have a flexible schedule both mornings and afternoons. You are invited to use this resource as often as you need to help support your goals this quarter. It is not unusual for me to meet with students on a weekly basis to discuss our course readings, assignments, BC campus resources or help with academic or professional career paths.

Course Information

Description:

Examines the effect of culture on the communication process. Students learn about the influence of culture on communication styles, language, and non-verbal communication. Students practice skills that contribute to intercultural competence.

Outcomes:

After completing this class, students should be able to:

Explain how environmental factors affect and make cultures different.
Explain how cultural variables influence intercultural competency in communication.
Explain why appropriateness and effectiveness are critical in constructing messages in intercultural contexts.

Explain how individualism and collectivism affect the communication in intercultural communication contexts.

Apply various models of cultural values to intercultural interactions.

Define ethnocentrism and social comparison. Demonstrate your competence in applying the concepts across cultures.

Identify and analyze one's own cultural identity.

Books and Materials Required

Communication between Cultures, 9th Edition (2017), Larry A. Samovar, Richard E. Porter, Edwin R. McDaniel, Carolyn S. Roy.

Bookstore links for textbook purchasing options:

Textbook links:

<https://bellevuecollege-store.vitalsource.com/products/communication-between-cultures-larry-a-samovar-richard-e-v9781337521758#scroll-target-subscriptions>

https://bellevue.verbacompare.com/comparison?id=F21__CMST__280__0880

Supplemental readings will be posted on Canvas. In addition, I will frequently use Canvas as an instructional tool to manage our course. You will want to check our course's Canvas webpage daily for updates, assignment descriptions, sample assignments, grading rubrics or other materials related to the course. Please make sure you have an active email address and that you can navigate your "MyBC" account via the internet from campus and from home.

All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: www.bellevuecollege.edu/netid

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the Technology Help Desk.

Students are advised to access Canvas using a preferred device.

Preferred devices for accessing Canvas: Desktops, Desksides, and Laptops that run Windows or full iOS on MacBooks as well as Surfaces.

Not ideal: Smartphones or tablet computers such as iPads, Kindles, or Samsung tablets. Certain features of Canvas are not fully functional on these devices.

NOTE: This area of study contains complex ideas and potentially difficult humanities jargon. I will do my best to assist you, but College level English-in reading, writing, listening and comprehension are necessary to succeed in this course. If you have any concerns about your abilities in these areas-please see me in the first week of the quarter.

Methods of Evaluation:

Note: I always reserve the right to modify assignments depending upon class progress. Occasionally, it is necessary to drop an assignment, just as often I may add an assignment to the line-up. In the event that any changes are made, the final grade scale, noted below, will be adjusted.

Homework & Participation	50 points
6 Chapter Quizzes X 20 pts (drop lowest score)	100 points
6 Discussion Posts & Responses X 25 pts	150 points
Cumulative Final Exam	100 points
Cultural Identity Analysis Journal	100 points
TOTAL	500 points

Grades will be assigned based on your final number of accumulated points. When all assignment grades have been completed, and the accumulated percentage is posted in our course Gradebook, I will look to the hundredth percentage (.00) when determining your final grade. This means a 93.44 will be a 93% or an A- and a 93.49 will be a 94% or an A. Please be clear about your academic goals and needs for our course as you navigate the quarter and reach out early if you have any questions or concerns. There will be no extra credit offered in this class.

Grading Scale:

94%-100%= A

73%-75%= C

90%-93%= A-

70%-72%= C-

86%-89%= B+

66%-69%= D+

83%-85%= B

60%-65%= D

80%-82%= B-

0-59%= F

76%-79%= C+

Policies

Late Assignments: For purposes of equity and fairness for all students, you will be given a reasonable amount of time to complete all written assignments. Deadlines for these assignments will be announced in class and will be listed on the course schedule. Assignments are due at the designated time and submitted in the stated medium (paper copy, online submission, etc.). Minor assignments (reaction responses, activities, etc.) cannot be made up without a documented excuse. Late work will accrue a 10% penalty for each full or partial day it is late.

Statement on Academic Integrity: You should know that plagiarism is a serious violation of your contract as a student and will be treated accordingly. It is important for you to understand that plagiarism is any representation of another person's words or ideas in a manner that makes it seem as if they were your own. Obviously, this means that you may not copy another person's papers, exams or presentations. But it also means that you should not use another person's unique phrases or organizational schemes without making it clear to your audience where those words or ideas originated. Students caught cheating on an exam or assignment will not receive any credit for that portion of the class and will be reported to the Dean of Student Programs. If you aren't sure whether a specific activity in which you are engaged is ethical, assume that it isn't and ask about it!

Grievance Policy: If you have any concerns about the course please contact me about these concerns as soon as possible. For concerns about individual assignments we will adhere to the following policy: (1) a 24 hour waiting period will be enforced which will allow you time to review the grading criteria, my comments, and your performance in order to determine if an error was made; (2) contact me by email in order to schedule a meeting during office hours to discuss your concerns; (3) you must provide a written (1-2 paragraph) argument describing why you "earned" a higher score than the one recorded. All grade appeals must be initiated within two weeks of receiving the grade.

Instructor's Expectations

The contributions that we bring to each class will largely affect the quality of the learning that takes place in this course. Your perspectives, your experiences, your responses to

course materials are a valuable and integral part of our learning environment. Both analytical and experiential skills will be developed in this course and both require self-exploration in and out of our virtual classroom.

Our learning environment will remain a dynamic space where we can openly share our experiences and reason through opposing arguments and perspectives. No doubt, you will hear some opinions this quarter that are not your own (this is essential to the design of the course), but you must engage those differing views in a respectful manner.

Intercultural communication is a rich and exciting phenomenon to examine. Its very nature also makes it an emotional and sensitive topic. Due to its sensitive and personal nature, it is required that all students consider the impact of their words and opinions on their classmates. This does not mean that we are expected to avoid difficult topics – instead, it means that we will be respectful when examining those topics, understanding that many views exist in regard to culture, cultural identity, and interaction. In short, please remember to keep others’ feelings and dignity in mind when choosing to comment on an issue or prior statement made by one of your classmates. Any comments that denigrate the worth of an individual because of his/her race, religion, background, lifestyle, or gender are inappropriate and unacceptable in my class. If you have any questions about what may or may not be appropriate, ask me.

Arts and Humanities Division Policies

Should you have concerns about any aspect of the class, we encourage you to come to us with them. If for any reason you don’t feel comfortable raising your concerns with us, the usual next step would be to speak with the CMST Program Chair (Katherine Oleson, koleson@bellevuecollege.edu). You can also refer concerns about this class to the Arts and Humanities Division Dean, Ellen Nichols (ellen.nichols@bellevuecollege.edu) in the Arts and Humanities division office (R230). An additional resource for concerns you find aren’t being addressed by faculty or administration is the Ombuds Office
(Links to an external site.)
(<http://www.bellevuecollege.edu/ombuds/default.html>).

Student Procedures and Expectations

(Links to an external site.)

Arts and Humanities Commitment to Student Growth and Development

College Policies

Add/ Drop Policy

If you are struggling in this course, please come talk to us as we will do whatever we can (within reason!) to assist you with your understanding of class content and assignments. If you decide this class is not for you, it is your responsibility to drop the course by week seven. If you just stop coming to class but do not officially drop the course, you will receive a 0.0 on your permanent college transcript. Refer to your BC Student Handbook for further information.

Affirmation of Inclusion: Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination.

We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. Affirmation of Inclusion

(Links to an external site.)

(<https://www.bellevuecollege.edu/inclusion/>)

Reasons of Faith and Conscience: Reasonable Accommodations for Reasons of Faith and Conscience: Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the course to the office of the Associate Vice President of Student Affairs (see Bellevue College Policy 2950

(Links to an external site.)

(<https://www.bellevuecollege.edu/policies/id2950/>)). In the event you feel you are being discriminated against based on faith or conscience, you may refer to the procedures outlined in the college's Discrimination, Harassment and Retaliation Policy 1440P

(Links to an external site.)

(<https://www.bellevuecollege.edu/policies/id-1440p/>).

College Anti-Discrimination Statement (Title IX): Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates. Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

Reports of gender and sex-based based discrimination, sexual misconduct, or retaliation by a student should be raised with the Title IX office (see 1440P2 for contact information). In cases where the impacted party is a student and the responding party is a college employee, the Title IX Coordinator will direct the matter to the Office of Human Resources (HR). All other reports, including all reports where the impacted party is an employee, should be raised with the HR. If a report is against personnel in the Title IX

office or HR, it should be submitted to the president's office for a referral to an alternate designee. Equal Opportunity
(Links to an external site.)
(<http://www.bellevuecollege.edu/equal/>)

Student Code of Conduct and Academic Integrity

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to, talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Success for investigation. Specific rights, responsibilities, and appeal procedures are listed in the Student Code of Conduct at: Student Code
(Links to an external site.)

All written work submitted through Canvas will be assessed using a plagiarism checking service. Please ensure that all work turned in for this class is your original work. Any plagiarism case will be forwarded to the Dean of Student Success for investigation.

Important Links

Bellevue College E-mail and access to MyBC

All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: Create Email
(Links to an external site.)

This course makes extensive use of Canvas as a supplement to face-to-face class time. Canvas will be used for communication, downloading materials, submitting assignments, and so forth. Plan to check it regularly. Our course homepage can be accessed from the Courses dropdown menu on the left side of the page.

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the Technology Help Desk
(Links to an external site.)

Disability Resource Center (DRC)

The Disability Resource Center serves students with disabilities. Common disabilities include physical, neurological (e.g. Autism, ADD/ADHD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access in your classes, programs, activities, and any other services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

The DRC office is located in Building B Room 132. You can contact the DRC by stopping by the office at B132, calling our front desk phone number (425) 564-2498, emailing drc@bellevuecollege.edu. Deaf students can reach us by calling TTY: (425) 564-6189, or by Skype (account name DRCatBC). For more information about the services we offer, including our Initial Access Application, visit our website at Disability Resource Center

(Links to an external site.)

(<http://www.bellevuecollege.edu/drc>).

Service Animals are allowed in this classroom. Emotional Support Animals need to be approved through the DRC. All other animals will be asked to leave. If you believe you need your animal with you, please connect with the DRC and refrain from bringing your animal until a decision has been made.

Public Safety

Public Safety is located in the D building and can be reached at 425-564-2400 (easy to remember because it's the only office on campus open 24 hours a day—2400). Among other things, Public Safety serves as our Parking Permits, Lost and Found, and Emergency Notification center. Please ensure you are signed up to receive alerts through our campus alerting system by registering at RAVE Alert Registration
(Links to an external site.)

If you work late and are uneasy about going to your car, Public Safety will escort you to your vehicle. To coordinate this, please phone ahead and let Public Safety know when and where you will need an escort.

Please familiarize yourself with the emergency postings by the door of every classroom and know where to go in the event of an evacuation. Your instructor will be asked if anyone might still be in the building, so check in before you do anything else. Emergency responders will search for anyone unaccounted for.

If a major emergency occurs, please follow these three rules:

Take directions from those in charge of the response - We all need to be working together.

Do not get in your car and leave campus (unless directed to) - Doing so will clog streets and prevent emergency vehicles from entering the scene. Instead, follow directions from those in charge.

In an emergency, call 911 first, then Public Safety.

Please do not hesitate to call Public Safety if you have safety questions or concerns at any time. You may also visit the Public Safety

(Links to an external site.)

web page for answers to your questions.

Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep the information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g.

relationship violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212. The Title IX Office can be contacted at 425-564-2641 and more information can be found at Title IX

(Links to an external site.)

(<http://www.bellevuecollege.edu/titleix/>). If you have any concerns, you may report to: Report Concerns

(Links to an external site.)

(<https://www.bellevuecollege.edu/reportconcerns/>).

Academic Calendar

The Bellevue College Academic Calendar is separated into two calendars. They provide information about holidays, closures and important enrollment dates such as the finals schedule.

Enrollment Calendar

(Links to an external site.)

On this calendar you will find admissions and registration dates and important dates for withdrawing and receiving tuition refunds.

College Calendar

(Links to an external site.)

This calendar gives you the year at a glance and includes college holidays, scheduled closures, quarter end and start dates, and final exam dates.