Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: College of Liberal Arts
   Department: Communication and Journalism

2. Course Prefix and Number: COMM 3453
   3. Effective Term: Sum2013

4. Course Title:
   Intercultural Communication (Distance Learning)
   Abbreviated Title (30 characters or less): Intercultural Comm

5. Requested Action:
   - [ ] Renumber a Course
   - [ ] Add a Course
   - [ ] Revise a Course
   Current Course Number: [ ]
   Proposed Course Number: 3453
   Type of Revision: [ ]

6. Course Credit:
<table>
<thead>
<tr>
<th>Contact/Group Hours</th>
<th>Scheduled Type (e.g.: Lab, Lecture, Practicum, Directed Study)</th>
<th>Weekly or Per Term?</th>
<th>Credit Hours</th>
<th>Anticipated Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Hours (Repeatability): 3</td>
<td>Lecture</td>
<td>Term</td>
<td>3</td>
<td>25</td>
</tr>
</tbody>
</table>

   Total Credit Hours: 3

7. Grading Type:
   - [ ] Regular (ABCDF)
   - [ ] Satisfactory/Unsatisfactory (S/U)
   - [ ] Audit

8. Prerequisites/Corequisites:
   Use "P:” to indicate a prerequisite, "C:" to indicate a corequisite, and "P/C:" to indicate a prerequisite with concurrency.

   P: Sophomore standing.

9. Restrictions: List specific restriction in space above.
   [ ] College [ ] Major [ ] Standing [ ] Degree

10. Course Description:
    (20 Words or Less; exactly as it should appear in the Bulletin)
    This course examines the problems encountered when communicating with different cultures.

11. May Count Either
    [ ] N/A or [ ] N/A
    (Indicate if this particular course cannot be counted for credit in addition to another)

12. Affected Program(s):
    (Respond "N/A" if not included in any program; attach memorandum if more space is required)
    | Program Type | Program Title | Requirement or Elective? |
    |--------------|---------------|-------------------------|
    | N/A          |               |                         |

13. Overlapping or Duplication of Other Units’ Offerings:
    (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
    - [ ] Applicable
    - [ ] Not Applicable
14. Justification:

COMM 3450 Intercultural Communication already exists in the course catalog. Reason to add the XXX3 designation is allow students to take the course through distance learning. A distance learning option will help motivated students advance through their plan of study at a brisker pace. A distance learning option for this undergraduate course would also aid the department by providing increased flexibility in scheduling classes. It will also bring the department more in line with the university’s strategic plan.

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:

Online resources will be available using the current course management system.

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization – i.e.: Dean – where necessary; if no additional resources or shifting of resources will be necessary, respond “Not Applicable”)

16. Student Learning Outcomes:

In this course, students will examine the communication process as influenced by the culture of the participants. At the end of the semester, students should be able to:

(1) Name and explain the foundational theoretical concepts of intercultural communication;

(2) Identify intercultural communication as it occurs in various settings, including business, educational, and health services; and

(3) Gain an understanding an appreciation of communication between cultures.

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:

This distance learning course could follow a standard 10-week summer session or a standard 15-week semester. Lectures will be delivered by podcasts available on Canvas. All assignments will be submitted and evaluated via Canvas.

COMM 3453 Intercultural Communication
Sample Course Schedule
10-Week Summer Session

Module 01: Week 01
Sunday: Lecture Podcast 01 available
Monday: Acting Out Culture 01
Tuesday: Acting Out Culture 02
Wednesday: Online News Exercise 01
Thursday: Acting Out Culture 03
Friday: Book Club I
Saturday:

Module 02: Week 02
Sunday: Lecture Podcast 02 available
Monday: Acting Out Culture 04
Tuesday: Discussion Post 01
Wednesday: Online News Exercise 02
Thursday: Acting Out Culture 05
Friday: Book Club II
Saturday:
Module 03: Week 03
Sunday: Lecture Podcast 03 available
Monday: Acting Out Culture 06
Tuesday: Writing Assignment 01
Wednesday: Online News Exercise 03
Thursday: Acting Out Culture 07
Friday: Book Club III
Saturday:

Module 04: Week 04
Sunday: Lecture Podcast 04 available
Monday: Acting Out Culture 08
Tuesday: Discussion Post 02
Wednesday: Online News Exercise 04
Thursday: Acting Out Culture 09
Friday: Book Club IV
Saturday:

Module 05: Week 05
Sunday: Lecture Podcast 05 available
Monday: Acting Out Culture 10
Tuesday: Writing Assignment 02
Wednesday: Online News Exercise 05
Thursday: Acting Out Culture 11
Friday: Book Club IV
Saturday: Book Club Essay Exam I

Module 06: Week 06
Sunday: Lecture Podcast 06 available
Monday: Acting Out Culture 12
Tuesday: Discussion Post 03
Wednesday: Online News Exercise 06
Thursday: Acting Out Culture 13
Friday: Book Club VI
Saturday:

Module 07: Week 07
Sunday: Lecture Podcast 07 available
Monday: Acting Out Culture 14
Tuesday: Writing Assignment 03
Wednesday: Online News Exercise 07
Thursday: Acting Out Culture 15
Friday: Book Club VII
Saturday:

Module 08: Week 08
Sunday: Lecture Podcast 08 available
Monday: Acting Out Culture 16
Tuesday: Discussion Post 04
Wednesday: Online News Exercise 08
Thursday: Acting Out Culture 17
Friday: Book Club VIII
Saturday:

Module 09: Week 09
Sunday: Lecture Podcast 09 available
Monday: Acting Out Culture 18
Tuesday: Writing Assignment 04
Wednesday: Online News Exercise 09
Thursday: Acting Out Culture 19
Friday: Book Club IX
Saturday:
Module 10: Week 10
Sunday: Lecture Podcast 10 available
Monday: Acting Out Culture 20
Tuesday: Acting Out Culture 21
Wednesday: Online News Exercise 10
Thursday: Acting Out Culture 22
Friday: Book Club X
Saturday: Book Club Essay Exam II

Final Exam to be scheduled during the designated period for final exams.

Distance learning students with questions will be able to contact the course instructor in several ways:

(1) The instructor will keep regular on-campus office hours during the normal academic term so that students may have a face-to-face conversation if they so desire. The instructor will also be available for telephone and Skype consultations during office hours.

(2) Students may submit their questions and the instructor will respond via university e-mail.

(3) Canvas has its own internal e-mail system that distance learning students might use to contact the instructor with questions.

(4) Canvas has a chat room function that the instructor can utilize during normal office hours or at a time later in the day to accommodate those students with work schedules that conflict with the instructor's office hours.

(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)

18. Assignments / Projects:

Required Texts


Course Requirements. The final course grade will be based on a student's performance on the following items: purchasing the required books, questions from Acting Out Culture, Dr. Sutton's Book Club, book club essay exams, online news exercises, and a final exam. Brief descriptions of these items are presented below. Additional directions for these course requirements, along with their due dates, are posted on Canvas. Unless otherwise noted in the specific assignment directions, all assignments must be submitted via Canvas. The total possible points for the completion of all assignments is 2980. A student's final grade will be determined by dividing the number of points a student has earned by 2980.

Purchasing the Required Textbooks.
Points: 150 (3 books @ 50 points each)

Purchasing the required textbooks is part of your final grade in this class. Students soon discover that class discussions and exercises are much more rewarding when they have purchased and read the required textbooks. In order to satisfy this requirement, students will e-mail a copy of their receipt or a picture of them holding their textbooks. Students may order their required textbook from AU Online Bookstore: http://www.aubookstore.com/pretextbooks.asp or other online from other sources.
Discussion Questions from Acting Out Culture.
Points: 330 (22 sets of questions @ 15 points each)
The book Acting Out Culture will serve as the source for readings to be
discussed this academic term. Check the Canvas calendar for due dates for
these questions. Students will type out their answers in the submission box
provided on Canvas. Their answers may be as long and intricate as they
like; however, the minimum length for an answer is five (5) complete
sentences.

Discussion Posts.
Points: 400 (4 posts @ 100 points each)
For this assignment, students will post a response to a discussion prompt
on the Canvas discussion board. Each discussion post will have an
assigned article or a video that will serve as the point of discussion.
Students may write as much as they wish, but the minimum word count is
150 words. In order for this assignment to have the feel of a real discussion,
students will be required to respond to two of their classmates.

Dr. Sutton’s Book Club.
Points: 250 (10 @ 25 points each)
My theoretical foundation for this exercise comes from the rhetorical
theorist Kenneth Burke. He wrote in The Philosophy of Literary Form that
we should consider literature to be "equipment for living." Burke argued that
we can learn lessons on how to solve problems and live our lives more fully
from various literary sources, both fiction and nonfiction. During these book
club sessions, students will read the books The Color of Water, and The
Kite Runner. Students will submit a summary of each of the assigned
chapters to Canvas. Their chapter summaries may be as long and intricate
as they like; however, the minimum length for a chapter summary is 150
words.

Book Club Essay Exams.
Points: 500 (2 exams @ 250 points each)
At the conclusion of each book club, students will complete an online essay
exam on The Color of Water and The Kite Runner. For these essay exams,
students are free to consult textbooks, class notes, and other outside
resources in formulating their answers. If they use an outside resource, I
expect them to cite it properly.

Online News Exercises.
Points: 200 (8 exercises @ 25 points each)
Students will submit an exercise based on stories appearing on various
news organization websites that relate to the topic of intercultural
communication. Specific instructions, as well as the designated websites,
for these exercises will be posted on Canvas.

Writing Assignments.
Points: 400 (4 assignments @ 100 points each)
Students will complete four writing assignments for this class (ethnic dining
experience, generation interview, movie review of international film,
interview with international student). More specific instructions will be
posted on Canvas. Each writing assignment will be between 500 and 750
words.

Final Exam.
Points: 750 (3 questions @ 250 points each)
In keeping with established university policy, students will take a final exam,
the final exam for this course will be an essay exam. Distance learning
students may take the final exam in one of three ways:

(1) Students may take the final exam on the AU campus during the
instructor’s scheduled final exam hours. Contact the instructor for an
appointment.
(2) Students may take the final exam using the Office of Distance Learning proctored exam rooms. These rooms are located in Foy Hall. Contact the instructor to coordinate these arrangements.

(3) Students may use the services of an off-campus proctor. Contact the Office of Distance Learning at (334) 844-5103 for a copy of the Examination Proctor Form. It is the responsibility of the student to obtain and complete this form in a timely manner.

(List all quizzes, projects, reports, activities and other components of the course grade -- including a brief description of each assignment that clarifies its contribution to the course's learning objectives)

19. Rubric and Grading Scale:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 to 100</td>
<td>Superior</td>
</tr>
<tr>
<td>80 to 89</td>
<td>Good</td>
</tr>
<tr>
<td>70 to 79</td>
<td>Acceptable</td>
</tr>
<tr>
<td>60 to 69</td>
<td>Passing</td>
</tr>
<tr>
<td>00 to 59</td>
<td>Failing</td>
</tr>
</tbody>
</table>

The course will follow the standard ten-point grading scale.

(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))

20. Justification for Graduate Credit: N/A

Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Tiger Cub, Faculty Handbook, or any existing university policy.

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the Tiger Cub for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g.: hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Tiger Cub will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need special accommodations in class, as provided for by the Americans With Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodation Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/TT).
Approvals

Department Head / Chair

Date

10/29/2012

College / School Curriculum Committee

Date

10/30/2012

College / School Dean

Date

Dean of the Graduate School (for Graduate Courses)

Date

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date

Contact Person: David Sutton

Telephone: 844-2753

E-Mail Address: suttoda@auburn.edu

Fax: 844-4573
## Supplemental Information For Addition Of Distance Education (DE) Course

1. **Proposing College / School:** College of Liberal Arts  
   **Department:** Communication and Journalism

2. **Course Prefix and Number:** COMM 3453  
   **Effective Term:** Sum2013

4. **Course Title:** Intercultural Communication (Distance Learning)  
   **Abbreviated Title:** Intercultural Comm

5. **On-Campus Pre/Corequisites:**  
   **Prerequisite(s):** Sophomore standing  
   **Corequisite(s):** N/A  
   **Pre/Corequisite(s):** N/A  
   **DE Adjustment:** N/A

6. **Affected Program(s):**  
   **Program Type**  
   (e.g. minor, major, etc.)  
   **Program Title**  
   (e.g. MS in Chemistry, Performance Option, Minor in Art)  
   **Requirement or Elective?**  
   (required or optional?)  
   | N/A | N/A |

7. **Justification for DE Delivery:** Allows students to take course via distance learning. Will help motivated students advance through plan of study at a brisker pace. Will aid department by providing increased flexibility in scheduling classes, summer classes. Will bring department more in line with university’s strategic plan.

8. **Access to Resources:** Links will be provided to AU online library, AU online bookstore, and various other relevant digital resources.

9. **Course Content Delivery:** Will use the current campus course management system, which will integrate digital resources.

10. **Course Interaction:** The course will be contained within current course management system, including e-mail, discussions, assignments, links, and electronic class materials.

(Date: MM/DD/YYYY)
Approvals

Department Chair / Head

[Signature]

Date: 10/28/2012

College / School Curriculum Committee

[Signature]

Date: 10/29/2012

College / School Dean

[Signature]

Date: 10/30/2012

Dean of the Graduate School (for Graduate Courses)

Date

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date

Contact Person: David Sutton
E-Mail Address: suttoda@auburn.edu
Telephone: 4-2753
Fax: 4-4573