

STUDIO 4 – CROSS CULTURE COMMUNICATIONS ART 543 301 85765 *Veronica Vaughan*
COURSE SYLLABUS | FALL 2021

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EMAIL

veronica.vaughan@tamuc.edu

E-mail should be used for brief verbal communications only.

If your e-mail is longer than 55 words, I suggest some face-time.

OFFICE HOURS *(by appointment)*

By appointment

Office # C119

CLASS INFORMATION

CREDIT HOURS: 4.0

MEETING TIMES: Wednesdays, August 30 through December 10, 2020, 6:00 PM – 10:00 PM

MEETING LOCATION: Paramount Building I Room 227

RECOMMENDED TEXTBOOK

Livermore, David, and Soon ANG. *Leading with Cultural Intelligence : The Real Secret to Success*, AMACOM, 2015. ProQuest Ebook Central, <https://ebookcentral-proquest-com.proxy.tamuc.edu/lib/tamu/detail.action?docID=1964260>.

When Cultures Collide: Leading Across Cultures. 3rd ed. Richard D. Lewis. Boston: Nicholas Brealey International, 2006. ISBN-10: 1904838022 –or– ISBN-13: 978-1904838029

ADDITIONAL RECOMMENDED REFERENCES

Leadership in a Diverse and Multicultural Environment: Developing Awareness, Knowledge, and Skills. Mary L. Connerly and Paul B. Pedersen. Thousand Oaks, CA: Sage Publications, 2005. ISBN-10: 0761988602 –or– ISBN-13: 978-0761988601

Cultural Intelligence: People Skills for Global Business. David C. Thomas and Kerr Inkson. San Francisco: Berrett-Koehler Publishers, Inc., 2003. ISBN-10: 1931930007 –or– ISBN-13: 978-1931930000

Doing Business Internationally: The Guide to Cross-Cultural Success. Danielle Walker, Thomas Walker, and Joerg Schmitz. New York: McGraw-Hill, 2003. ISBN-10: 0071378324 –or– ISBN-13: 978-0071378321

COURSE PARAMETERS

The class methodology will be in person and synchronous learning through Zoom.

You will need to incorporate checking your email with the frequency equal to your social media interaction, adding notifications for email receipts from the instructor is suggested.

Class meetings, discussion and instruction will take place in person and via Zoom at the published class day and time.

COURSE DESCRIPTION

Advanced presentation skills within the context of a multicultural audience. Students will examine the basic traits that define the world's cultures, and hone their oral, written and design ideation skills in order to bridge the cultural divide, connect with audiences, communicate clearly, and generate the desired response.

COURSE OBJECTIVES

The objectives of this class are to give students a better understanding of the customs and behaviors that define various national, ethnic, and philosophical cultures, and to provide skills that will help them overcome cultural barriers when presenting to an audience whose history, traditions, or beliefs they may not share. Student learning outcomes will:

- Initiate learning with attitudes of respect, openness, and curiosity
- Be introduced to new cultures
- Become self-aware of your personal values, strengths, weaknesses, interpersonal style and behavioral tendencies and their impact on others
- Explore and understand ideas, values, norms, situations and behaviors that are different from your own
- Continually seek to understand and learn about activities, behavior and events that occur in other cultures
- Develop presentations, and designed based solutions on topics specifically selected to dispel cultural biases with fact based solutions
- Learn a more effective way of developing relationships with people from other cultures in written and oral presentations, as well as design centric solutions
- Solve intricate problems utilizing the process of design thinking based around cultural intelligence to answer the following questions with that culture in mind; What is the problem? What does the customer need? How do we give it to them?

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COURSE STRUCTURE

This class will be a combination of lectures, assigned readings, projects, and presentations. A commitment to continuous attendance, class readings, and adherence to course schedules will be necessary to achieve the goals for this class and its completion.

INSTRUCTOR CONTACT AND RESPONSE TIME

veronica.vaughan@tamuc.edu

Appointments will be handled via Zoom. Please email me to schedule an appointment.

Communication from students will be responded to within a reasonable time during the work week.

Weekend communication will be handled the next business day, unless noted. Due to the high volume of email that is received, an important message may be missed.

If an important email has not been responded to within 2 days, please send again.

Please use your university email as your primary source of contact. If your email is more than a short paragraph, please consider making a Zoom appointment.

ATTENDANCE

FIRST ABSENCE: The student will receive an email and a copy goes to Veronica Vaughan

SECOND ABSENCE: The student will receive an email and a copy goes to Veronica Vaughan who will contact the student.

THIRD ABSENCE: Veronica Vaughan emails the student that they have failed the course.

Two tardies of 10 minutes equals one absence.

A tardy of 60 minutes equals one absence.

Leaving the Zoom call before class is dismissed is an absence.

Not having your camera on during class can result in a tardy or absence at the instructors discretion.

If a student is OVER 10 MINUTES late for the final, a full grade will be deducted from his or her final grade.

If a student does not show up for the final they automatically fail the class.

SPECIFIC CLASS POLICIES

Students **MUST** keep up with the assignment schedule in order to pass this class. PROGRESS THROUGH THIS COURSE IS THE RESPONSIBILITY OF THE STUDENT.

No extensions or exceptions will be granted except in cases of extreme hardship or medical necessity. Professional work demands do not constitute extreme hardship exemptions.

SYLLABUS UPDATE POLICY

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

GRADING GUIDELINES

Grades will be assigned according to the following scale:

A = 90 - 100: Work well above the general class level, evidence of participation in related activities

Outside of the classroom, thoughtful participation in classroom discussion and critique

Superlative work: careful attention to craft and presentation. Originality of idea and execution work together. Goes beyond merely solving the problem – one who performs at this level is visibly outstanding, work is outstanding in every respect.

B = 80 - 89: Work above the general class level, participation in classroom discussion and critique

Fine work. A few minor changes could have been considered and executed to bring piece together. Goes beyond merely solving the problem. Above average: solution to the problem and idea well planned. Execution is well done.

C = 70 - 79: Average work, minimal requirements met

Average or a bit above: slipping in levels of originality, craft and presentation. The piece does not work well as a unified whole or statement yet effort was made. You have solved the problem but in a relatively routine way.

D = 60 - 69: Work below class average, lack of participation and/or poor attendance

You have solved the problem but there is much room for improving your skills and developing your concepts further. You have neglected the basic craftsmanship skills and breadth and depth of idea development. You were unable to meet mini deadlines. Represents careless and/or incomplete effort.

Work is substandard.

F = 0 - 59: Inferior or unacceptable work and effort, work not turned in, or failure to attend class.

1. Assignments.....35% 2. Final.....50% 3. Participation15%

GRADE EVALUATION

Your final grade will be based on an average of all assignments, attendance and in-class participation. The participation grade is based on the application of course concepts, class involvement, and both a desire and capacity to show progress and meet deadlines. Note!!! Failure to deliver the final exam project will result in an automatic semester grade of F. Grades will be discussed on an individual basis by office appointment only — not in class.

HOW TO PREPARE YOURSELF FOR CLASS

An open mind

A desire to explore

A willingness to participate and, by doing so, enrich the experience for yourself and others

TECHNOLOGY

Please use headphones during on line portion of class.

Be prepared for your camera to be on and your mic to be used.

The University is providing you with the Creative Cloud.

A reliable internet connection is suggested for successful classroom participation.

D2L/Brightspace

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo On line Learning Management System (LMS).

Below are technical requirements

LMS REQUIREMENTS: <https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS BROWSER SUPPORT: https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YOUSEEU VIRTUAL CLASSROOM REQUIREMENTS: <https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

ACCESS AND NAVIGATION: You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

NOTE: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT: If you have any questions or are having difficulties with the course material, please contact your Instructor.

TECHNOLOGY CONTINUED

TECHNICAL SUPPORT: If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

UNIVERSITY SPECIFIC PROCEDURES

STUDENT CONDUCT: All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an on line forum:

<https://www.britannica.com/topic/netiquette>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

ACADEMIC INTEGRITY

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

STUDENTS WITH DISABILITIES – ADA

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities.

Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

NONDISCRIMINATION NOTICE

Texas A&M University-Commerce will comply in the classroom, and in on line courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

CAMPUS CONCEALED CARRY

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

PANDEMIC RESPONSE

A&M-Commerce requires the use of face-coverings in all instructional and research classrooms/laboratories. Exceptions may be made by faculty where warranted. Faculty have management over their classrooms. Students not using face-coverings can be required to leave class. Repetitive refusal to comply can be reported to the Office of Students' Rights and Responsibilities as a violation of the student Code of Conduct.

Students should not attend class when ill or after exposure to anyone with a communicable illness. Communicate such instances directly with your instructor. Faculty will work to support the student getting access to missed content or completing missed assignments.

PLAGIARISM POLICY

Plagiarism is defined in the Oxford English Dictionary as, "The action or practice of plagiarizing; the wrongful publication or purloining, and publication as one's own of the ideas, or expression of the ideas (literary, artistic, musical, mechanical, etc.) of another." Plagiarism occurs any time another's ideas or words are used without attribution. Direct quotations must be set off from other text by quotation marks (") cited according to MLA standards; paraphrasing of another's ideas must also be cited according to MLA standards. Copying from other students also constitutes plagiarism. Prohibiting plagiarism and acknowledging the intellectual contributions of others are core values of scholarly professionalism and elements of U.S. civil and criminal law. Any offense wholly or partially touching the definition cited above constitutes plagiarism and is grounds for a failing grade of "F" in this class. No exceptions.

AVOIDING PLAGIARISM

Allow time for reading, rereading, absorbing information, taking notes, synthesizing, and revising your research strategy or conducting additional research as new questions arise.

Thorough, orderly note-taking. Sloppy note-taking increases the risk that you will unintentionally plagiarize. Unless you have taken notes carefully, it may be hard to tell whether you copied certain passages exactly, paraphrased them, or wrote them yourself. This is especially problematic when using electronic source materials, since they can so easily be copied and pasted into your own document.

Identify words that you copy directly from a source by placing quotation marks around them, typing them in a different color, or highlighting them. (Do this immediately as you are making your notes. Don't expect to remember days or weeks later what phrases you copied directly.) Make sure to indicate the exact beginning and end of the quoted passage. Copy the wording, punctuation and spelling exactly as it appears in the original.

Jot down the page number and author or title of the source each time you make a note, even if you are not quoting directly but are only paraphrasing.

Keep a working bibliography of your sources so that you can go back to them easily when it's time to double-check the accuracy of your notes. If you do this faithfully during the note-taking phase, you will have no trouble completing the "works cited" section of your paper later on.

Keep a research log. As you search databases and consult reference books, keep track of what search terms and databases you used and the call numbers and URLs of information sources. This will help if you need to refine your research strategy, locate a source a second time, or show your professor what works you consulted in the process of completing the project.

You must cite direct quotes.

You must cite paraphrases. Paraphrasing is rewriting a passage or block of text in your own words. If you paraphrase, you must still cite the original source of the idea.

You must cite ideas given to you in a conversation, in correspondence, or over email.

You must cite sayings or quotations that are not familiar, or facts that are not "common knowledge." However, it is not necessary to cite a source if you are repeating a well known quote or familiar proverb. Common knowledge is something that is widely known. For example, it is widely known that Bill Clinton served two terms as president; it would not be necessary to cite a source for this fact.

These types of sources should be cited as well: Printed sources: Books, parts of books, magazine or journal articles, newspaper articles, letters, diaries, public or private documents; Electronic sources: Web pages, articles from e-journals, newsgroup postings, graphics, email messages, software, databases; Images: Works of art, illustrations, cartoons, tables, charts, graphs; Recorded or spoken material: Course lectures, films, videos, TV or radio broadcasts, interviews, public speeches, conversations.

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

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COURSE SCHEDULE

Week 01: What Is Culture? | Why You Need Cultural Intelligence - Chapter 1 and 2 | Introduce Assignment 1 Part 1 Reflecting on Culture

Week 02: Analyzing Cultural Intelligence - Chapter 3 and 4 | DUE Assignment 1 Part 1 | Introduce Assignment 1 Part 2

Week 03: Analyzing Cultural Intelligence - Chapter 5 and 6 | DUE Assignment 1 Part 2 | Introduce Assignment 1 Part 3 | Introduce Assignment 2 Part 1

Week 04: Analyzing Cultural Intelligence - Chapter 7 | DUE Assignment 1 Part 3 | DUE Assignment 2 Part 1 | Introduce Assignment Part 2

Week 05: Review Assignment 2 Part 2

Week 06: DUE Assignment 2 Part 2 Presentation (15 minutes minimum-20 minutes maximum) | Introduce Assignment 3 - Identifying Your Audience
When Cultures Collide Chapter 3 - 4

Week 07: Chapter 6 and 10 Types of Body Language | Review your section and the section of your classmates Getting to Know Each Other | Review Assignment 3

Week 08: Identifying Your Audience | Review Assignment 3 Part 1

Week 09: Identifying Your Audience | Review Assignment 3 Part 2

Week 8: Creating An Engagement Strategy | Review Assignment 3 Part 2

Week 9: Creating An Engagement Strategy | Review Assignment 3 Part 2

Week 10: Review Assignment 3 Part 2 and 3

Week 11: Developing a Culturally Intelligent Team - Leading with Cultural Intelligence Chapter 9 | Assignment 3 Part 2, 3 and 4

Week 12: Review Assignment 3 Part 4

Week 13: NO CLASS – THANKSGIVING HOLIDAY

Week 14: Review Assignment 3 Part 4

Week 15: Final Exam Presentation Rehearsal

Week 16: Final Exam Presentations