

COURSE SYLLABUS



COURSE TITLE: PSYC-154-Interpersonal Skills

CLASS SECTION: 006

TERM: 2025W

COURSE CREDITS: 3

DELIVERY METHOD(S): Face-to-face lecture with supplemental materials on D2L.

Lectures are Mondays and Wednesdays 3:00-4:30pm in Fisher building room 302

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Ləkʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

INSTRUCTOR DETAILS

NAME: Dr. Maxine Crawford

EMAIL: crawfordm@camosun.ca

OFFICE: Fisher 314-A

HOURS: Wednesday and Friday 12:00-12:50pm

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course uses an experiential approach to develop self-awareness and increased understanding of others. Both communication theory and practical skills will be covered while working towards the goal of achieving successful and creative interpersonal relationships.

PREREQUISITE(S): One of:

- C in English 12
- C in Camosun Alternative

CO-REQUISITE(S): See pre-requisites

EQUIVALENCIES: Not applicable

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon completion of this course a student will be able to:

1. Identify key concepts describing interpersonal communication.
2. Describe basic principles and theories of communication.
3. Analyze personal life events using course vocabulary, concepts and theory.

4. Demonstrate active listening in sample interviews and observations.
5. Work collaboratively through the application of active listening skills and conflict resolution skills.
6. Describe, evaluate and demonstrate the components of empathy.
7. Differentiate between a person's (self or other) thoughts, feelings, and behaviours.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Textbook: ***Interplay: The Process of Interpersonal Communication*** by Adler, Winder, Rosenfeld, and Proctor II, 2020. 5th Canadian Edition. The e-book can be purchased through the Camosun bookstore.

https://www.camosuncollegebookstore.ca/buy_textbooks.asp

If you use an earlier edition, you are responsible for tracking the differences between the textbooks.

Supplemental information will be posted on D2L.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

DATE RANGE	READINGS	TOPIC	DELIVERABLES
Jan 6-12	Chapter 1	Course Introduction & Interpersonal Process	
Jan 13-19	Chapter 2	Communication and the Self	
Jan 20 - 26	Chapter 3	Perceiving Others	
Jan 27- Feb 2	Chapter 4	Emotions	
Feb 3 - 9	Chapter 5	Listening	Assignment #1
Feb 10 - 16	Chapter 5	Listening	Exam #1
Feb 17 – 23	READING WEEK		
Feb 24 – March 2	Chapter 6	Language	
March 3 - 9	Chapter 7	Non-Verbal Communication	Assignment #2
March 10 - 16	Chapter 8	Interpersonal Relationships	Exam #2
March 17 - 23	Chapter 9	Communication Climate	
March 24 – 30	Chapter 9	Communication Climate	
March 31 – April 6	Chapter 10	Managing Conflict	Assignment #3
April 7 - 13	Chapter 10	Managing Conflict	Exam #3

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page. https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams)

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Participation: Class attendance and active participation is expected. (Perfect class attendance does not guarantee 5% grade)	5%
Assignments: Three assignments that require you to critically apply concepts from the textbook and lectures. The first two assignments are worth 13% each, and the third assignment is worth 15%.	41%
Exams: Three exams that cover all lecture materials, textbook, and assigned readings and videos. Each exam is worth 18%.	54%
TOTAL	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](#) policy for more information.

<https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

- All students are expected to follow the College's Student Conduct Policy.
- The Course Schedule above lists the specific dates for when assignments and exams are due. There are **no make-up assignments or exams for this course**. Missed exams will result in a zero for the exam if you have not arranged another date with your instructor. If you have a conflict for an exam, you must inform your instructor **at least 24 hours BEFORE** the exam.
- Assignments will be accepted for up to **one week past the due date and will receive a 5% deduction for each day late**. Exceptions may be granted at the discretion of the instructor for demonstrated cases of hardship or extenuating circumstances.
- Assignments that are **copied from other students or plagiarized from other sources will result in 0% for all students involved**. Please ensure that you are familiar with your responsibilities as a student regarding Academic Integrity and plagiarism.
- AI Writing tools **are not permitted** for any stage or phase of work in this class. If you use these tools, your actions would be considered academically dishonest. Please reach out to me if you have any questions.
- Students may NOT use recording devices in the classroom without prior permission of the instructor. Please contact me if you need support through CAL. Recordings made in class are for the student's personal use only and distribution of recorded material is prohibited.

Important Dates:

Drop date with 80% tuition refund is January 12th, 2025.

Drop date without academic penalty is April 12th, 2025.

SCHOOL OR DEPARTMENTAL INFORMATION

Journal of Camosun Psychology Research

Discover how to publish research. <https://cc.arcabc.ca/islandora/object/cc%3Apsycjournal>

American Psychological Association

The hub of our discipline <https://www.apa.org>

Canadian Psychological Association

The Canadian hub of our discipline <https://cpa.ca/>

Co-operative Education & Career Services

Learn about how to access a co-op experience for your career.

<https://camosun.ca/services/co-operative-education-and-career-services/contact-co-operative-education-and-career>

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	camosun.ca/services/academic-supports/academic-advising
Accessible Learning	camosun.ca/services/academic-supports/accessible-learning
Counselling	camosun.ca/services/health-and-wellness/counselling-centre
Career Services	camosun.ca/services/co-operative-education-and-career-services
Financial Aid and Awards	camosun.ca/registration-records/financial-aid-awards
Help Centres (Math/English/Science)	camosun.ca/services/academic-supports/help-centres
Indigenous Student Support	camosun.ca/programs-courses/iecc/indigenous-student-services

Support Service	Website
International Student Support	camosun.ca/international
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>
Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines:

<https://camosun.ca/cal>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [Medical/Compassionate Withdrawals policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education.

To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive,

and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.

