UAT 210: PUBLIC SPEAKING

History

1. Nov 17, 2025 by Sera Bird (sabird)

Viewing: UAT 210 : Public Speaking
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Effective Term
Summer 2025

Rationale and proposal summary
The current outcomes of the course and assessment plans are not measurable and/or valid. Updating the language and assessment in order to be able to properly assess the course in Spring/Summer 2024.

Course Cover

Full Course Title
Public Speaking

Transcript Title
Public Speaking

Subject Code
UAT - United Association Training

Course Number
210

Department
United Assoc Dept (UAT Only) (UATD)

Banner Division
ATP

Division/College
Adv Tech/Public Serv Careers (AT)

Org Code
28200

Course Description
This course is designed to help students acquire essential speaking and listening skills for the classroom. In-class exercises focus on the delivery of lecture material and conducting demonstrations. Students polish organization and delivery skills, as well as gain a heightened awareness of the relationship between a speaker and an audience. Students are encouraged to bring materials from classes they are currently teaching as reference for class exercises. Limited to United Association program participants.

Planned Delivery Format
Face to Face
Online

Has this course been approved for online or online blended?
Yes

Grading method
Standard Letter, Audit

CIP Code
469999 - Construction Trades, Other.

Occupational Indicator
Yes

ACS Code
110

Degree Attributes
BCL - Below College Level Pre-Reqs

Credit hours, contact hours, repeatability

Repeatable for additional credit
No

Course credits
1.5

Lecture contact hours
22.5

Lab contact hours
1.5

Total Contact Hours
24
Expected Total Contact Hours
24

Prerequisites and prerequisite skill levels

College-Level Math
No Level Required

College-Level Reading and Writing
College-level Reading and Writing

Approved Level I Prerequisite:
Academic Reading and Writing Levels of 6

Is concurrent enrollment an option for this prerequisite?
No

Course Assessment Plan
Learning Outcome

Outcome
Organize instructional materials into a clear presentation format.

Assessment #1

Assessment Tool
Outline assignment

Anticipated Next Assessment Year
2027

Anticipated Next Assessment Term
Summer

Assessment Cycle
Every Three Years

Anticipated assessment population
All students from all sections

How the assessment will be scored
Outline rubric

Who does the scoring?
UAT 210 instructors

Standard of success
75% of students will score at least 4/5 on the outline rubric

Assessment #2

Learning Outcome

Outcome
Deliver informative Speech in a classroom setting.

Assessment #1

Assessment Tool
Informative speech assignment

Anticipated Next Assessment Year
2027

Anticipated Next Assessment Term
Summer

Assessment Cycle
Every Three Years

Anticipated assessment population
All students from all sections

How the assessment will be scored
Informative speech rubric

Who does the scoring?
UAT 210 instructors

Standard of success
75% of students will score at least 4/5 on the informative speech rubric.

Assessment #2

Learning Outcome

Outcome
Solicit and answer questions in a classroom setting.

Assessment #1

Assessment Tool
Question/Answer assignment

Anticipated Next Assessment Year
2027

Anticipated Next Assessment Term
Summer

Assessment Cycle
Every Three Years

Anticipated assessment population
All students from all sections

How the assessment will be scored
Question/Answer rubric

Who does the scoring?
UAT 210 Instructors

Standard of success
75% of students will score at least 4/5 on the Question/Answer rubric.

Assessment #2

Course Objectives

	Objective(s)
1.	Identify causes of Communication Apprehension.
2.	Recognize the different types of speeches.
3.	Recognize how to use body language to increase speaking effectiveness.
4.	Identify ways to prepare for a speech.
5.	Demonstrate appropriate use and knowledge of course materials.
6.	Recognize different delivery styles.
7.	Identify ways to organize a speech.
8.	Recognize how to use para language to increase Speaking effectiveness.
9.	Apply tools used for effective question and answer sessions.

General Education Area(s)

Area 1: Writing
No

Area 2: 2nd Writing or Communication/Speech
No

Area 3: Mathematics
No

Area 4: Natural Science
No

Area 5: Social and Behavioral Science
No

Area 6: Arts and Humanities
No

MTA General Education
No

Review

Is conditional approval requested?
No

Is this course currently conditionally approved, and you are now submitting it for full approval?
No

Key: 8866

Course Discipline Code & No:_UAS210____   Title:_Public Speaking_____   Effective Term _SS08____

Division Code: ___VCT____   Department Code: __UASD_____   Org #: __28200_____

Don't publish: ☐College Catalog   √Time Schedule   ☐Web Page

Reason for Submission. Check all that apply.
☒New course approval
☐Three-year syllabus review/Assessment report
☐Course change

☐Reactivation of inactive course
☐Inactivation (Submit this page only.)

Change information: Note all changes that are being made. Form applies only to changes noted.

☐Consultation with all departments affected by this course is required.
☐Course discipline code & number (was _____)*
  *Must submit inactivation form for previous course.
☐Course title (was _____)
☐Course description
☐Course objectives (minor changes)
☐Credit hours (credits were: _____)

☐Total Contact Hours (total contact hours were: _____)
☐Distribution of contact hours (contact hours were:
  lecture: _____ lab _____ clinical _____ other _____)
☐Pre-requisite, co-requisite, or enrollment restrictions
☐Change in Grading Method
☐Outcomes/Assessment
☐Objectives/Evaluation
☐Other _____

Rationale for course or course change. Attach course assessment report for existing courses that are being changed.

This is an existing course from the United Association Instructor Training Program that is offered through the UA Regional Training System throughout the year. This proposal is to change the current UA course number "510" to "UAS210" to reflect the new WCC identifier for the course. Also, this new identifier will be used on student registration forms and course calendars.

Approvals Department and divisional signatures indicate that all departments affected by the course have been consulted.

Department Review by Chairperson   ☐ New resources needed   ☒ All relevant departments consulted

Print: _____   Signature _____   Date: _____
　　　　Faculty/Preparer

Print: _Dan Welch_____   Signature _Daniel Welch_____   Date: _1/29/08_
　　　　Department Chair

Division Review by Dean
☐ Request for conditional approval

Recommendation ☐ Yes ☐ No _____   _____
　　　　　　　　　　Dean's/Administrator's Signature   Date

Curriculum Committee Review
Recommendation
☐ Tabled   ☒ Yes ☐ No _Tina Pease_____   Date _1/31/08_
　　　　　　　　Curriculum Committee Chair's Signature

Vice President for Instruction Approval
_Roger M. Palay_____   Date _1/31/08_
　　　Vice President's Signature

Approval ☒ Yes ☐ No ☐ Conditional

Do not write in shaded area.
Log File_10/10/07_j   Ecopy ☐   Banner_2/7__   C&A Database_2/7__   C&A Log File _2/7_p   Basic skills ☒   Contact fee ☐

20080

Please return completed form to the Office of Curriculum & Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.

*Complete ALL sections which apply to the course, even if changes are not being made.

Course:	Course title:
UAT210	Public Speaking

Credit hours: 1.5

If variable credit, give range:

_____ to _____ credits

Contact hours per semester:

	Student	Instructor
Lecture:	20	___
Lab:	2.5	___
Clinical:	___	___
Practicum:	___	___
Other:	___	___
Totals:	22.5	___

Are lectures, labs, or clinicals offered as separate sections?

☐ Yes - lectures, labs, or clinicals are offered in separate sections

☒ No - lectures, labs, or clinicals are offered in the same section

Grading options:

☐ P/NP (limited to clinical & practica)

☐ S/U (for courses numbered below 100)

☒ Letter grades

Prerequisites. Select one:

☐ College-level Reading & Writing

☐ Reduced Reading/Writing Scores
(Add information at Level I prerequisite)

☒ No Basic Skills Prerequisite
(College-level Reading and Writing is not required.)

In addition to Basic Skills in Reading/Writing:

Level I (enforced in Banner)

	Course	Grade	Test	Min. Score	Concurrent Enrollment Can be taken together)	Corequisites Must be enrolled in this class also during the same semester)
☐ and ☐ or	_____	__	_____	____	☐	_____
☐ and ☐ or	_____	__	_____	____	☐	_____
☐ and ☐ or	_____	__	_____	____	☐	_____
☐ and ☐ or	_____	__	_____	____	☐	_____

Level II (enforced by instructor on first day of class)

	Course	Grade	Test	Min. Score
☐ and ☐ or	_____	__	_____	_____
☐ and ☐ or	_____	__	_____	_____

Enrollment restrictions (In addition to prerequisites, if applicable.)

☐ and ☐ or Consent required

☐ and ☐ or Admission to program required
Program: _____

☐ and ☒ or Other (please specify):
Recommended for UA Training Coordinators

Please send syllabus for transfer evaluation to:

Conditionally approved courses are not sent for evaluation.

Insert course number and title you wish the course to transfer as.

☐ E.M.U. as _____

☐ U of M as _____

☐ _____ as _____

☐ _____ as _____

☐ _____ as _____

☐ _____ as _____

Course	Course title
UAS210	Public Speaking

Course description	This course is designed to help students acquire essential speaking and listening skills for the classroom. In-class exercises focus on the delivery of lecture material and conducting demonstrations. Students polish organization and delivery skills, as well as gain a heightened awareness of the relationship between a speaker and an audience. Students are encouraged to bring materials from classes they are currently teaching as reference for class exercises. Limited to United Association program participants.
State the purpose and content of the course. Please limit to 500 characters.	

Course outcomes	Outcomes	Assessment
List skills and knowledge students will have after taking the course.	(applicable in all sections)	Methods for determining course effectiveness
	1) Organize ideas into a clear presentation format.	Survey of UA training coordinators/supervisors.
Assessment method	2) Present ideas and proposals at union meetings and organized events.	Survey of UA training coordinators/supervisors.
Indicate how student achievement in each outcome will be assessed to determine student achievement for purposes of course improvement.	3) Solicit and answer questions from the audience at union meetings and organized events.	Survey of UA training coordinators/supervisors.

Course Objectives	Objectives	Evaluation
Indicate the objectives that support the course outcomes given above.	(applicable in all sections)	Methods for determining level of student performance of objectives
	Outcome 1:	
Course Evaluations	- Identify causes of stage fright and how to combat it.	Exam consisting of multiple choice, true/false, fill in the blank, and short answer questions.
Indicate how instructors will determine the degree to which each objective is met for each student.	- Recognize the different types of speeches as well as different methods of delivery.	Exam consisting of multiple choice, true/false, fill in the blank, and short answer questions.
	Outcome 2:	
	- Recognize how to use body language and para-language to increase effectiveness.	Presentation and demonstration of learned course materials.
	- Identify ways to better prepare for a speech and the	Presentation and demonstration of learned course

	different relaxation techniqes.	materials.
	Outcome 3:	
	- Demonstrate appropriate use and knowledge of course materials.	Presentation and demonstration of learned course materials.

List all new resources needed for course, including library materials.

Student Materials:

List examples of types	All course materials will be provided.	Estimated costs
Texts		$
Supplemental reading		
Supplies		
Uniforms		
Equipment		
Tools		
Software		

Equipment/Facilities: Check all that apply. (All classrooms have overhead projectors and permanent screens.)

Check level only if the specified equipment is needed for all sections of a course.

- ☐ Level I classroom
  Permanent screen & overhead projector

- ☐ Level II classroom
  Level I equipment plus TV/VCR

- ☒ Level III classroom
  Level II equipment plus data projector, computer, faculty workstation

- ☐ Off-Campus Sites
- ☐ Testing Center
- ☐ Computer workstations/lab
- ☐ ITV
- ☐ TV/VCR
- ☐ Data projector/computer
- ☐ Other _____

Assessment plan:

Learning outcomes to be assessed (list from Page 3)	Assessment tool	When assessment will take place (semester & year)	Course section(s)/other population	Number students to be assessed
Organize ideas into a clear presentation format.	Survey of UA training coordinators/supervisors.	Spring 2009 for students enrolled in Summer 2008, and every three years thereafter.	All	75% of all students through random sampling who teach the topic the subsequent year, and minimum of 20 students.
Present ideas and proposals at union	Survey of UA training coordinators/supervisors.	Spring 2009 for students enrolled in Summer 2008,	All	75% of all students through random

meetings and organized events.		and every three years thereafter.		sampling who teach the topic the subsequent year, and minimum of 20 students.
Solicit and answer questions from the audience at union meetings and organized events.	Survey of UA training coordinators/supervisors.	Spring 2009 for students enrolled in Summer 2008, and every three years thereafter.	All	75% of all students through random sampling who teach the topic the subsequent year, and minimum of 20 students.

Scoring and analysis of assessment:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric/scoring guide.

   Students' training activities will be scored and evaluated on the survey questionnaires (see attached) of each of the three learning outcomes.

2. Indicate the standard of success to be used for this assessment.

   Based on the number of students who teach the learned materials in the subsequent year, 75% of them will score an average of satisfactorily or above on the survey questionnaires to be completed by UA training coordinators/supervisors.

3. Indicate who will score and analyze the data (data must be blind-scored).

   The UA Program Administrator will coordinate with UA training coordinators and the training department about the implementation of the assessment plan and the collection of data from UAT faculty, and will discuss the results with UAT faculty.

4. Explain the process for using assessment data to improve the course.

   The assessment will be shared with the appropriate UA training coordinators, training department, and UAT faculty. The UA Program Administrator will solicit suggestions for improving the results and will work with UA training coordinators, the training department, and UAT faculty to make needed changes to improve course content and student performance.