
MMC 6936 International Issues Management and Crisis Communication

focuses on practical applications of theory and research to identify and strategically manage issues that can materially affect the continuity of global organizations. Emphasis is placed on preparing managers for ethical and effective communication during crises, including the formulation of a strategic crisis communication plan.

Class information: MMC 6936 §045E is an online, distance-education course in the UF College of Journalism and Communication's Master of Arts program, Global Strategic Communication. All class meetings and discussions are conducted online.

Course goals: The goal of MMC6936 is for students to understand and appreciate how global issues impact organizational continuity, how issues are strategically managed and crises averted, and the importance of ethical, effective crisis communication.

Lecturer: Dr. Linda M. Perry • Imperry@ufl.edu • 273-1789 in 3059 Weimer Hall and 273-0749 in 122 Bryant Space Science Center
Office hours: 12-1 p.m. M,W,F in Bryant and by appointment.

Textbook: Heath, Robert L., & Michael J. Palenchar, *Strategic Issues Management: Organizations and Public Policy Challenges 2nd ed.*, Sage: Thousand Oaks, Calif., ISBN 978-1-4129-5211-8. This textbook is available from the UF Bookstore as well as from [Amazon](#) and for Kindle.

Recommended: Fearn-Banks, Kathleen, *Crisis Communication: A Casebook Approach 4th ed.* (2011) Routledge: New York, ISBN 13: 978-0-415-88059-6 (ebk 978-0-415-84952-1)

Online resources: You will have several assignments requiring access to academic journals and other resources. The UF Libraries provides [online access](#) for distance education students.

Class expectations: The instructor is committed to helping you (1) improve your communication and critical thinking skills and (2) integrate and apply the theory and principles learned in this course. To that end, **you can expect** constructive feedback on assignments and opportunities to apply that feedback on subsequent assignments. You can also expect opportunities for collaborative work with colleagues along with guidance from your instructor.

Your instructor expects collegial and regular class participation using proper [netiquette](#), on-time submission of assignments and honest effort. Requirements for make-up assignments and other work are consistent with UF policies: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Assignments:

An important part of professional work is meeting deadlines. Therefore, late work is penalized 10% of the available points for that assignment *per day* unless you have a *documented* excuse.

Two of the assignments (assignments 2 and 3) have a **rewrite option**. You can earn up to half the points you missed on the first version by carefully applying the instructor’s feedback.

You will submit assignments electronically in Microsoft Word via Sakai by 11:55 p.m. on the due date, unless otherwise specified. Rewrites, when available, must be submitted *within one week* after the graded assignment is returned to you, unless otherwise specified. **Late rewrites will not be accepted.** You are responsible for checking Sakai for *returned* assignments as well as for assuring that submitted assignments have *uploaded* successfully. You should click on the Student Help link in the left-hand navigation pane if you are having trouble uploading documents or accessing the Discussion Board. From the FAQs, click on How do I know if my Assignment was submitted successfully?

Schedule of Assignments:

Due Date

1. Memo to Dr. Perry (I) <i>Discussion Board 1: Issues</i>	Jan. 12 <i>Jan. 20</i>
<i>Discussion Board 2: Scholarship on IM & CC</i>	<i>Jan. 26</i>
2. Scholarship on IM and CC (G)	Feb. 2
3. Issue Summary & Annotated Bibliography (I, R) <i>Discussion Board 3: Priority Issue</i>	Feb. 16 <i>Feb. 23</i>
<i>Discussion Board 4: IM Strategies</i>	<i>*March 2</i>
4. Situation, Issue Analysis & Recommendation (G, R) <i>Discussion Board 5: CC Planning</i>	March 9 <i>*March 22</i>
5. Crisis Communication Plan (G)	March 27

I=Individual; **G**=Group; **R**=Rewrite available;
IM=Issues Management; **CC**=Crisis Communication;
 * Suggested completion; nothing due to instructor.

Grading:

Assignment weighting:

1. Memo (I)	05
2. Scholarship on IM and CC (G)	10
3. Issue Tracking & Annotated Bibliography (I, R)	15
4. Situation, Issue Analysis & Recommendation (G, R)	20
5. Crisis Communication Plan (G)	20
Discussion Boards 1-3 (5 each)	15
Class Forum (lecture discussions)	15

If you have questions or concerns about your grade, please email Dr. Perry *within one week* of the assignment’s being returned to you. The number of points you earn determines your final grade. For information on current UF policies for assigning grades, see <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

The grading scale is as follows:

A	93 to 100	C	73 to 76
A-	90 to 92	C-	70 to 72
B+	87 to 89	D+	67 to 69
B	83 to 86	D	63 to 66
B-	80 to 82	D-	60 to 62
C+	77 to 79	E	59 & Below

Academic Honesty: Academic honesty is expected in this course, just as high ethical standards are required professionally. There will be zero-tolerance for anything less. That includes not giving, accepting or taking unauthorized aid; plagiarizing websites or others' *or your own* previous work; or doubling on assignments without the written permission of all involved professors and instructors. Violations will be pursued according to university guidelines. You also must adhere to copyright law requirements. Students should report any condition that facilitates dishonesty to the instructor, department chair, college dean, or Student Conduct and Conflict Resolution in the Dean of Students Office. See *page 5* of this syllabus for more on academic honesty.

Virtual Attendance: To succeed in this course, you must regularly participate in **discussion board assignments**. *Discussion board deadlines are highlighted in italics in the course schedule below.* Except for UF-recognized holidays and the last assignment, dues dates fall on Mondays. New material, related discussion boards and links to related lectures also will be introduced on Mondays. You are responsible for all information delivered online. Extensions for assignment deadlines are granted only in cases of *documented* excused absences.

Course Evaluation: You are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments will be available at <https://evaluations.ufl.edu/results>.

Special Needs: Students requesting accessibility accommodation must first register with the [Dean of Students Office](#), which will provide documentation for the accommodation needed. It is *the student's responsibility* to assure the documentation is delivered to the instructor. The Disability Resource Center (DRC) coordinates the needed accommodations of students with disabilities. This includes registering disabilities, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. The DRC is located at 0001 Reid Hall, 352-392-8565, www.dso.ufl.edu/drc/.

Reading & Assignment Schedule:

Readings are from the textbook.

Week	Topic	Readings
I • Jan. 6	Foundation of Community: Strategic Issues Management	Ch. 1
II • Jan. 12	Scouting the Terrain: Issues Monitoring DUE Jan. 12: Assignment 1. Memo to Dr. Perry	Ch. 3
III • Jan. 20	Issues Management (IM) & Crisis Communication (CC) Monday, January 19 is a holiday: Martin Luther King Day DUE Jan. 20: DB1: Issues	Ch. 8
IV • Jan. 26	Historical Foundations: Public Opinion DUE Jan. 26: DB2: <i>Scholarship on IM & CC</i> contributions (facilitator coordinates entries to avoid duplication)	Ch. 2
V • Feb. 2	CSR: Ethical Communication DUE Feb. 2: 2. <i>Scholarship on IM & CC</i>	Ch. 4
VI • Feb. 9	Special Interest Activists: Issues, Risk & Crisis	Ch. 5
VII • Feb. 16	Issues Communication: Framing & Media Effects DUE Feb. 16: 3. Issue Summary & Ann. Bibliography	Ch. 6
VIII • Feb. 23	Obligations & Constraints on Issues Communication DUE Feb. 23: DB3: <i>Priority Issues</i>	Ch. 7
IX • March 2	Developing the Crisis Communication Plan By March 2*: Complete DB4: <i>Analysis and recommendation planning</i>	
X • March 9	IM & Risk Communication DUE March 9: 4. Situation, Issue Analyses & Recommendation	Ch. 9
XI • March 16	Brand Equity & Organizational Reputation	Ch. 10
XII • March 22	By March 22*: Complete DB5: <i>CC Planning</i> DUE March 27: 5. Crisis Communication Plan	

* Suggested completion date; nothing due to instructor.

Rewrites are due one week from the date the assignment is returned to you unless otherwise specified. You are responsible for checking Canvas for returned assignments.

Academic Honesty, Software Use, Campus Helping Resources, Services for Students with Disabilities

Academic Honesty

In 1995 the UF student body enacted an [honor code](#) and voluntarily committed itself to the highest standards of honesty and integrity. When students enroll at the university, they commit themselves to the standard drafted and enacted by students.

The Honor Pledge: We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

On all work submitted for credit by students at the university, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

Students should report any condition that facilitates dishonesty to the instructor, department chair, college dean, Student Honor Council, or Student Conduct and Conflict Resolution in the Dean of Students Office.

(Source: 2012-2013 Undergraduate Catalog)

It is assumed all work will be completed independently unless the assignment is defined as a [group project](#), in writing by the instructor. This policy will be vigorously upheld at all times in this course.

Software Use

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Campus Helping Resources

Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems, lacking clear career or academic goals, or experiencing other problems that may interfere with their academic performance.

University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575,

www.counseling.ufl.edu/cwc/

- Counseling Services
- Groups and Workshops
- Outreach and Consultation
- Self-Help Library
- Training Programs
- Community Provider Database

Career Resource Center, First Floor Reitz Union, 392-1601, www.crc.ufl.edu/