ORGANIZATIONAL COMMUNICATION (ORGC)

ORGC 201 | BUSINESS AND PROFESSIONAL COMMUNICATION | 4 quarter hours
(Undergraduate)
Employers demand strong communication and presentation skills. In order to compete effectively in the job market, students need to acquire and practice the written and oral communication skills needed to interview successfully. Furthermore, as a professional you will not only be expected to be a confident speaker, but also to organize and prepare clear, concise and interesting presentations. You will also need to communicate effectively while working as the member of a team or in other group contexts. In developing the knowledge, competencies and skills needed to communicate effectively in these and other contexts, this course will embrace opportunities for both critical thinking and applied problem solving. (Formerly CMNS 201)

ORGC 212 | SMALL GROUP COMMUNICATION | 4 quarter hours
(Undergraduate)
A survey of the variables operating in group interactions. Combines principles with practice through participation in small group experiences. Topics include group formation, group formats, organizational approaches, decision-making models, group observation and evaluation. (Formerly CMNS 212)

ORGC 251 | ORGANIZATIONAL COMMUNICATION | 4 quarter hours
(Undergraduate)
This course focuses on the role of communication in organizational life. Attention will be devoted to exploring how communication simultaneously shapes and is shaped by organizations. Topics include conflict and mediation, stress and social support, the supervisor-subordinate relationships, workplace diversity, organizational consultation and new communication technologies in organizations. (Formerly CMNS 251)

ORGC 290 | ORGANIZATIONAL COMMUNICATION WORKSHOP
(VARIABLE TOPICS) | 2 quarter hours
(Undergraduate)
This course allows students to sample a range of hands on, practical offerings in communication that can enhance their knowledge and expertise. (2 quarter hours)

ORGC 316 | COMMUNICATION AND GROUP DECISION-MAKING | 4 quarter hours
(Undergraduate)
Advanced undergraduate course in small group communication. Students develop skills and abilities in identifying various factors that contribute to the success and failure of group decision-making in organizational contexts. Class sessions will focus on theories, research, and practices in group processes, and their applications to issues in real life. (Formerly CMNS 316)

ORGC 352 | COMMUNICATION AND THE CORPORATE CULTURE | 4 quarter hours
(Undergraduate)
Focuses on the communicative implications of such cultural elements as values, heroes, rites, rituals, symbolism and storytelling. Analyzes and presents ways of adapting to the diverse components of a culture. (Formerly CMNS 352)

ORGC 353 | COMMUNICATION AND ORGANIZATIONAL CHANGE | 4 quarter hours
(Undergraduate)
Explores the impact of change on the day to day work experience of organizational members. How culture, management philosophy and individual performances are influenced by change. Political, symbolic interactional, and human resource perspectives are explored. (Formerly CMNS 353)

ORGC 354 | EMPLOYMENT INTERVIEWING | 4 quarter hours
(Undergraduate)
This course examines the theory and practice of on-the-job interviewing and is especially helpful to those students who will soon graduate and transition into the world of full-time work. Through the class, you will learn to: a) identify personal transferable skills acquired through a range of school and work activities and jobs; b) identify careers/professions whose functional makeup requires professionals with your skills; c) apply to an ideal job through a carefully crafted cover letter and resume; d) open and close any interview effectively; e) build an interview schedule for any information-seeking interview; f) align different types of questions with interview goals and in-the-moment interview developments; g) learn to avoid question-asking pitfalls; and h) respond effectively to competency-based employment interview questions. In this class, you will have the opportunity to practice your interviewing skills in simulated probing and employment screening interviews. While the principal emphasis of the class is on the employment screening interview, many interviewing skills and pitfalls that translate equally well to other interview contexts will be learned as well.

ORGC 355 | DARK SIDE OF ORGANIZATIONAL COMMUNICATION | 4 quarter hours
(Undergraduate)
The dark side of organizational communication introduces students to some of the more unsavory dimensions of organizational life. While it is not a guarantee that you will experience all of the dysfunctional organizational activities reviewed in this course, it is a certainty that you will personally encounter, or at the very least witness a few. Throughout the quarter, attention will be devoted to reviewing what is known about a variety of dysfunctional and harmful organizational communication activities and to identifying ways of coping with them. Topics covered in this particular class include incivility, bullying and violence, social ostracism, gossip, prejudice and discrimination, sexual harassment, group (dy)synergies, and stress and burnout.

ORGC 356 | COMMUNICATION CONSULTING | 4 quarter hours
(Undergraduate)
Examines how to partner with a client to facilitate constructive organizational change and behavioral growth in the workplace. Focuses on contemporary consulting through case studies. Previous courses in organizational, small group, or interpersonal communication are suggested. (Formerly CMNS 356)

ORGC 357 | TOPICS IN GROUP AND ORGANIZATIONAL COMMUNICATION
| 4 quarter hours
(Undergraduate)
Topics covered in this course might include: communication and customer service, assessment and intervention in organizations, comparative management, democratic participation in organizations, gender in the workplace, etc. (Formerly CMNS 357)
ORG 358 | DIVERSITY, LEADERSHIP, & TEAM BUILDING | 4 quarter hours (Undergraduate)
This is an advanced undergraduate course in small group communication that addresses how teams can benefit from effective leadership. Class materials will focus on various leadership theories and research, and their applications to leadership issues in real-life organizational teams. Students will acquire knowledge about what separates successful leaders from their unsuccessful counterparts, learn analytical tools to observe, diagnose, and choose appropriate responses to different leadership and team-related problems, and have opportunities to recognize and reflect on one's own leadership skills in a team context.

ORG 359 | VIRTUAL TEAMS | 4 quarter hours (Undergraduate)
Knowing how to work with others is crucial in the contemporary workplace. In fact, teamwork skills are consistently ranked high as one of the top qualities that employers look for in new hires. Particularly, as work teams grow to be more diverse across national, temporal, and geographic boundaries, working in the technology-mediated environment is becoming almost a necessity. In this course, students will learn what it takes to be a good team member and a leader in virtual teams - teams that primarily use communication technologies for collaboration. The class is fully online, and students will have hands-on experiences in a virtual team of their own through online simulations, virtual discussions, and team projects.

ORG 360 | HUMAN RESOURCES COMMUNICATION | 4 quarter hours (Undergraduate)
Skillful communication lies at the heart of all effective human resource management practice. This course reviews research and best practices in human resources communication. Topics covered include: recruitment and selection; orientation and socialization; crafting policies; performance appraisal and professional development; and leaving the organization.

ORG 363 | WORK/FAMILY COMMUNICATION | 4 quarter hours (Undergraduate)
This course focuses on communication at the intersections of paid work and family life. Students will approach work/family "balance" as an essentially communicative process. Throughout the quarter, students will critically analyze how communication and discourse at micro-(interpersonal), meso-(organizational), and macro-(cultural) levels enables and constrains individuals and organizations as they navigate and manage the work/family interface. (Cross-listed with CMNS 343)

ORG 393 | ORGANIZATIONAL COMMUNICATION PRACTICUM | 2 quarter hours (Undergraduate)
Structured and supervised student participation group presentations for various audiences. Includes practical experience in research, rehearsal and performance. Students may take a maximum of 2 credit hours in one quarter, 4 credit hours in the major, and 8 total credit hours. (2 quarter hours)