Organizational Communication

COM 350 Section 001
Spring 2014, Lecture
Dr. Jane Baker

Office Hours and Contact Information

Wednesdays 1:00-3:00
Thursdays 11:00-1:00
and by appointment
Reese Phifer Hall 210H
(205) 348-4175
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Prerequisites

UA Course Catalog Prerequisites
No prerequisites or none listed.

Course Description

UA Course Catalog Information

Theoretical approach to the study of human communication in the organization context. Emphasis is on predominant organizational communication theories and communication networks, as well as dyadic, small group, and public communication processes.

Three hours. Theoretical approach to the study of human communication in the organization context. Emphasis is on predominant organizational communication theories and communication networks, as well as dyadic, small group, and public communication processes.

Student Learning Outcomes

Students satisfactorily completing this course should have the following competencies:
• Understanding of contemporary organizational communication approaches
• Understanding of enduring and emerging organizational communication processes
• Ability to compare & contrast various approaches and processes
• Ability to apply approaches & processes in the analysis of case studies
• Ability to use organizational communication to analyze personal experience
• Ability to identify hidden meanings in organizational messages and processes

**Required Texts**

UA Supply Store Textbook Information

- CHENEY / ORGANIZATIONAL COMMUNICATION IN AN AGE OF GLOBALIZATION *(Required)*
- CHENEY (RENTAL) / (RENTAL) ORGANIZATIONAL COMMUNICATION IN AN AGE OF GLOBALIZATION *(RENTAL)*


Articles and cases available on Blackboard Learn

**Other Course Materials**

**Outline of Topics**

Organizational Structure

Rationality/Decision Making

Organizational Culture

Networks and Interpersonal Relationships in Organizations

Leadership

Groups & Teams

Organizational Identity

Power and Resistance

Conflict

Change

Technology

Globalization

Ethics
Exams and Assignments

3 Exams (55%)
Organizational Case Study & Presentation (30%)
Participation, Quizzes, & Discussion (15%)

Grading Policy

100 = A+ (this means perfect and there is no room for improvement)

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\begin{align*}
99.9-93 &= A \\
92.9-90 &= A- \\
89.9-87.0 &= B+ \\
86.9-83 &= B \\
82.9-80 &= B- \\
79.9-77 &= C+ \\
76.9-73 &= C \\
72.9-70 &= C- \\
69.9-67 &= D+ \\
66.9-63 &= D \\
62.9-60 &= D- \\
59.9 \text{ and below} &= F
\end{align*}
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Policy on Missed Exams & Coursework

If you miss an exam day for an emergency (acute illness, death in the family, mandatory court presence) you will need to bring official documentation from a professional source in order to make up the exam. This will still count as one of your three absences (see Attendance Policy below).

Attendance Policy

Because of the interactive nature of this class, attendance is required. To be counted present you must be in class, on time, and sign the sign-in sheet. If you do not sign the sign-in sheet, you will be considered absent. However, I do understand that emergencies may occasionally arise that prevent you from attending class. Therefore, you may have up to three (3) unexcused absences without
For each unexcused absence over your allotted three, you will lose one full letter grade from your final course grade. For an absence to be excused, you must provide official documentation of the absence (i.e., from an authority such as a doctor or lawyer) and the absence must truly be an emergency. I consider true emergencies to be any of the following: acute illness, death in the family, mandatory court presence, or university sponsored team event to which you must be present. If you want to make up an exam because of absence, I require the same official documentation in order for you to make up the exam. Documentation must be presented within 1 week of the date of absence. Unexcused absences on exam days mean no make up. Course credit cannot be earned by students who miss 7 or more sessions for any reason. If you don’t think you can adhere to this policy, please strongly consider choosing a different class. I always appreciate you communicating with me in advance if you know you are going to miss class.

Severe Weather Guidelines

The guiding principle at The University of Alabama is to promote the personal safety of our students, faculty and staff during severe weather events. It is impossible to develop policies which anticipate every weather-related emergency. These guidelines are intended to provide additional assistance for responding to severe weather on campus.

UA is a residential campus with many students living on or near campus. In general classes will remain in session until the National Weather Service issues safety warnings for the city of Tuscaloosa. Clearly, some students and faculty commute from adjacent counties. These counties may experience weather related problems not encountered in Tuscaloosa. Individuals should follow the advice of the National Weather Service for that area taking the necessary precautions to ensure personal safety. Whenever the National Weather Service and the Emergency Management Agency issue a warning, people in the path of the storm (tornado or severe thunderstorm) should take immediate life saving actions.

When West Alabama is under a severe weather advisory, conditions can change rapidly. It is imperative to get to where you can receive information from the National Weather Service and to follow the instructions provided. Personal safety should dictate the actions that faculty, staff and students take.

The Office of University Relations will disseminate the latest information regarding conditions on campus in the following ways:

- Weather advisory posted on the UA homepage
- Weather advisory sent out through UA Alerts to faculty, staff and students
- Weather advisory broadcast over WVUA at 90.7 FM
- Weather advisory broadcast over Alabama Public Radio (WUAL) at 91.5 FM
- Weather advisory broadcast over WVUA-TV/WUOA-TV, and on the website at http://wvuatv.com/content/weather. WVUA-TV Home Team Weather provides a free service you can subscribe to which allows you to receive weather warnings for Tuscaloosa via e-mail or
cell phone. Check [http://wvuatv.com/content/free-email-weather-alerts](http://wvuatv.com/content/free-email-weather-alerts) for more details and to sign up for weather alerts.

In the case of a tornado warning (tornado has been sighted or detected by radar; sirens activated), all university activities are automatically suspended, including all classes and laboratories. If you are in a building, please move immediately to the lowest level and toward the center of the building away from windows (interior classrooms, offices, or corridors) and remain there until the tornado warning has expired. Classes in session when the tornado warning is issued can resume immediately after the warning has expired at the discretion of the instructor. Classes that have not yet begun will resume 30 minutes after the tornado warning has expired provided at least half of the class period remains.

**Disability Statement**

If you are registered with the Office of Disability Services, please make an appointment with me as soon as possible to discuss any course accommodations that may be necessary.

If you have a disability, but have not contacted the Office of Disability Services, please call (205) 348-4285 (Voice) or (205) 348-3081 (TTY) or visit 133-B Martha Parham Hall East to register for services. Students who may need course adaptations because of a disability are welcome to make an appointment to see me during office hours. Students with disabilities must be registered with the Office of Disability Services, 133-B Martha Parham Hall East, before receiving academic adjustments.

**Policy on Academic Misconduct**

All students in attendance at The University of Alabama are expected to be honorable and to observe standards of conduct appropriate to a community of scholars. The University of Alabama expects from its students a higher standard of conduct than the minimum required to avoid discipline. At the beginning of each semester and on examinations and projects, the professor, department, or division may require that each student sign the following Academic Honor Pledge: “I promise or affirm that I will not at any time be involved with cheating, plagiarism, fabrication, or misrepresentation while enrolled as a student at The University of Alabama. I have read the Academic Honor Code, which explains disciplinary procedure resulting from the aforementioned. I understand that violation of this code will result in penalties as severe as indefinite suspension from the University.”

See the [Code of Student Conduct](http://wvuatv.com/content/free-email-weather-alerts) for more information.