

COM 32400: Introduction to Organizational Communication
Fall 2015
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TEXTBOOK:

Miller, K. (2015). *Organizational communication: approaches and processes* (7th ed.).
Stamford, CT: Cengage.

COURSE GOALS:

Upon completing this course, you should be able to:

- 1) demonstrate an awareness of the nature and importance of communication in the organizational context;
- 2) apply relevant organizational communication theories to the behavior of yourself and others;
- 3) evaluate the usefulness of some of these theories for enhancing communication competence in your own workplace; and
- 4) demonstrate familiarity with some of the methods scholars use in studying organizational communication.

COURSE ASSIGNMENTS:

Examinations (3 at 175 points each = 525 points). The examinations will cover material in lecture, class discussions and the textbook, as well as any brief additional readings that may be assigned.

Response papers (3 at 125 points each = 375 points) Each response paper assignment will ask you to respond to specific questions applying the course material to your own experience in a well-written, detailed, typed and stapled three to five page essay. You are responsible for keeping a copy of each response paper.

Attendance/participation (100 points). You are expected to attend class. Beyond mere attendance, though, this is a participatory course. Your productive contributions to class discussions and activities are important. In addition, brief homework assignments beyond the readings will be assigned. . Each unexcused absence will reduce your grade for this component by 10 points. 11 or more unexcused absences will result in a grade of F for the course.

TENTATIVE SCHEDULE

Week 1: Introduction to the course and each other; What is organizational communication?

Week 2: Introducing classical management; Bureaucracy and scientific management (read Chapter 2)

Week 3: Human relations approaches; Human resources approaches (read Chapter 3); Catch-up and review

Week 4: **Exam 1**; Introducing organizational culture (read pp. 71-79)

Week 5: Studying organizational culture; **Response Paper 1 due**

Week 6: Introducing and applying constitutive perspectives (read chapter 5)

Week 7: Introducing and applying critical perspectives (read chapter 6)

Week 8: Introducing and applying systems perspectives (read pp. 60-70); Catch-up and review

Week 9: **Exam 2**; Definitions and models of conflict (read pp. 158-161)

Week 10: Managing Conflict (read pp. 162-174); Third parties in conflict; **Response Paper 2 due**

Week 11: Organizational socialization (read Chapter 7)

Week 12: Organizational decision making (read Chapter 8); Motivation and feedback

Week 13: Organizational change and leadership (read Chapter 10)

Week 14: Emotion in the workplace (read Chapter 11)

Week 15: The new normal, for better or worse (read Chapter 14); Catch-up and review; **Response Paper 3 Due**

Week 16: **Exam 3**