Administrative Unit: Humanities Department

Course Prefix and Number: COMM 393

Course Title: Organizational Communication

Number of Credit Hours: 3 Lecture Hours: 3 Laboratory Hours: 0

Catalog Description: An examination of communication processes with emphasis on systems theories, leadership, and interpersonal and group interaction in formal and informal organizational settings. Offered odd spring.

Prerequisite(s)/Corequisite(s): COMM 110.

Text(s): Suggested Texts:


Course Objectives:

• To introduce the role communication plays in organizations.
• To understand effective methods of communicating in organizational contexts.

Measurable Learning Outcomes:

• Identify organizational communication models including systems corporate culture, and power.
• Synthesize current literature in the field.
• Understand the history of organizational communication study.
• Demonstrate effective communication skills within organizational contexts.

Topical Outline (major areas of coverage):

• Assessment for this course may consist of examinations, a major written research assignment, and multiple formal public presentations. At least one formal (15-20 minute convention level) presentation will help prepare the student for the Capstone course presentation.
• Organizational Communication: Definitions and models
  • Machine Metaphor
  • Fayol’s theory of classical management
  • Weber’s theory of bureaucracy
  • Taylor’s theory of scientific management
Recommended maximum class size for this course: 20

Library Resources: Online databases are available at http://www.ccis.edu/offices/library/resources.asp. You may access them from off-campus using your eServices login and password when prompted.

Prepared by: Dr. Lisa A. Ford-Brown

Name: ____________________________
Signature: _________________________
Date: November 17, 2005

NOTE: The intention of the master syllabus is to provide an outline of the contents of this course, as specified by the faculty of Columbia College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for Columbia College are expected to facilitate learning pursuant to the course objectives and cover the subjects listed in the topical outline. However, instructors are also encouraged to cover additional topics of interest so long as those topics are relevant to the course’s subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.

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