

CENTER FOR PROFESSIONAL AND CONTINUING EDUCATION

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The Center for Professional and Continuing Education (CPCE) extends learning opportunities beyond the traditional campus environment and provides a variety of programs that are designed to meet the educational needs of community, campus and online lifelong learners.

The Center for Professional and Continuing Education provides many opportunities for students to add courses and special topic programs to their experience at University of the Pacific. It is the regional center for extension education, customized workforce training, professional development, evening degree completion programs, certificate programs and distance learning. Additionally, the Center offers a variety of programs and services designed to meet the educational needs of the entire family including summer programs for youth and programs for mature adult learners. The Center is designed to help students and community members of San Joaquin County and the surrounding region improve their professional skills, update their knowledge, develop new personal or professional expertise, and/or participate in vocational or personal development activities. CPCE also provides training for global participants.

Evening and Hybrid Degree Completion Programs

The Degree Completion Program in Organizational Behavior is designed to meet the needs of adult students who may have started, but never finished their college degree. Adult students who complete this program earn a bachelor of science degree with a major in organizational behavior. The major is offered in an intensified lock-step, cohort format designed for students who have already earned between 60 and 70 college semester units. The program is offered in either a hybrid or traditional face-to-face format, offering flexibility to adult students. Both the hybrid and evening class format provides adults the opportunity to complete their undergraduate education without interfering with employment.

The program focuses on the interdisciplinary study of social interaction and social change, which incorporates group dynamics involved in planning for change in businesses and organizations in the 21st century. The Organizational Behavior major combines courses from various disciplines within the University in order to provide students with the organizational and business skills necessary to work effectively within a variety of organizations. Students complete their degree over a 20-month period by taking two 3-unit classes every eight weeks.

This program is not open to current Pacific students and requires an interview of each applicant. There is a special reduced tuition for this program. If you are interested in the program but have not earned the minimum transfer units, please contact CPCE at (209) 946-2424 for academic advising.

Degree Requirements

The bachelor of science degree requires 124 units of credit that includes completion of the academic major, the University General Education Program and elective units, as well as writing, reading, quantitative skills proficiency requirements and the University diversity requirement. Students must earn a minimum grade point average (GPA) of 2.00 in all college work taken for the degree at Pacific and in courses taken as requirements in the major. A maximum of 20 units may be earned through a combination of concurrent enrollment in classes at other

colleges and universities while enrolled at Pacific (maximum transfer unit policy applies), including transferable online and extension courses from other regionally accredited colleges and universities, and military courses evaluated by the American Council on Education. A residency requirement stipulates that a minimum of 32 of the last 40 units taken for completion of the undergraduate degree must be taken at Pacific.

Bachelor Of Science Major In Organizational Behavior

Students must complete a minimum of 124 units with a Pacific cumulative and major/program grade point average of 2.0 in order to earn the bachelor of science degree with a major in organizational behavior.

I. General Education Requirements

PACS 003, which is required of all transfer students, is met by ORGB 178 within the major.

Students must complete a minimum of 30 units and 9 courses that include one course from each subdivision below:

Social and Behavioral Sciences

- IA. Individual and Interpersonal Behavior
- IB. U.S. Studies
- IC. Global Studies

Arts and Humanities

- IIA. Language and Literature
- IIB. Worldviews and Ethics
- IIC. Visual and Performing Arts

Natural Sciences and Mathematics

- IIIA. Natural Sciences
 - IIIB. Mathematics and Formal Logic
 - IIIC. Science, Technology and Society
- or a second IIIA Natural Sciences course

Note: 1) No more than 2 courses from a single discipline may be applied to meet the requirements of the general education program.

II. Diversity Requirement

Students must complete one diversity course (3-4 units)

Note: 1) Courses may be used also to meet general education and/or major/minor requirements.

III. Fundamental Skills

Students must demonstrate competence in:

Writing

Quantitative analysis

IV. Major Requirements: 54 units

ECON 051	Economic Principles and Problems	3
ORGB 023	Computer Concepts and Applications	3
ORGB 100	Introduction Seminar	3
ORGB 105	Organizational Social Psychology	3
ORGB 109	Organiz., Managerial Developmt	3
ORGB 110	Acct & Fin Statement Analysis	3

ORGB 120	Critical Thinking for Adults	3
ORGB 130	Professional Communication	3
ORGB 135	Principles and Marketing	3
ORGB 145	Issues in Human Resource Management	3
ORGB 149	Introduction to Organizational Communication	3
ORGB 150	Applied Professional Writing	3
ORGB 155	Issues in Decision Making	3
ORGB 175	Res. Meth.: Quant. & Qual.	3
ORGB 176	Applied Research	3
ORGB 177	Organizational Structure, Design and Analysis	6
ORGB 178	Intro to Ethical Theories (Pacific Seminar 3 Requirement)	3

Organizational Behavior Courses

ORGB 023. Computer Concepts and Applications. 3 Units.

This general introduction course to computers focuses on applications in word processing and spreadsheets. The students also study the basic concepts of computer architecture, the internet, and network communications. Students explore graphical design concepts with Web pages and PowerPoint presentations.

ORGB 100. Introduction Seminar. 3 Units.

This course is an introduction to the Organizational Behavior major taught in the intensified eight-week format. It is a team-taught course with faculty from Sociology, the Library and the Center for Professional and Continuing Education. The aim of the course is to acquaint students with topics, research and issues typical of the field and to acquaint them with the skills and learning resources needed to complete the program. It includes an introduction to the contemporary library and the concepts of the research process that include the use of databases essential for social science research.

ORGB 105. Organizational Social Psychology. 3 Units.

Students study the sociological way in which the structure of organizations impinge upon the lives of individuals. Special attention will be given to the structural determinants of motivation, opportunity, power and participation within organizations. Organizational culture (roles and images), the processes of organizational change, and the recent efforts to improve the quality of work life and productivity in organizations is examined.

ORGB 109. Organiz., Managerial Developmt. 3 Units.

This course in organizational behavior encompasses the study of individual and group behavior in organizational settings. Managing organizational behavior challenges individuals to understand and embrace workforce diversity, elements of change, effective communication, and performance systems. A comprehensive review of these processes, as well as others, allows students to examine their role in organizations.

ORGB 110. Acct & Fin Statement Analysis. 3 Units.

This course addresses the accounting process of recording, summarizing, analyzing and interpreting financial information. Students learn how financial statements are prepared and how they assist in the financial decision making process. Emphasis is placed on financial statement analysis.

ORGB 120. Critical Thinking for Adults. 3 Units.

This course is intended to help students become more expert at making solid arguments and identifying weaknesses in one's own as well as arguments of others. Students learn to formulate a claim clearly and precisely, identify assumptions, evaluate the breadth of a claim, explain the logic of an argument and identify logical assumptions and evaluate the significance of a claim for others.

ORGB 130. Professional Communication. 3 Units.

This course is designed to help students become more effective communicators in professional and business settings. It covers the skills necessary for communication in the work environment and modern society.

ORGB 135. Principles and Marketing. 3 Units.

The objective of this course is to increase the understanding of the Public Relations field. Emphasis is placed on marketing theory and practice, function in organizations, and PR's role in society.

ORGB 145. Issues in Human Resource Management. 3 Units.

This course explores the issues and challenges that face the human resource area in any organization. Emphasis is placed on the challenge of attracting and retaining qualified, competent employees. Organizational change and its impact on employee motivation and performance is also addressed.

ORGB 149. Introduction to Organizational Communication. 3 Units.

The purpose of this course is to provide you with current theory and research in the area of organizational communication. Organizational communication has been an established discipline with a focus on how people create and develop relational messages and exchange them with other organizational members through selective channels. The course will help students understand various approaches to investigating organizational communication, obtain a better understanding of organizational communication behavior so they can develop an ability to diagnose, prevent and address communication problems. Organizational communication issues covered in the course include socialization, superior-subordinate communication, verbal communication, nonverbal communication, network and channels, symbolic behavior, listening, interpersonal communication, small group and team communication, effective leadership in organizations and new communication technology.

ORGB 150. Applied Professional Writing. 3 Units.

Would you like to be able to produce clear, concise and persuasive documents? This course helps you do that. Success with any professional writing task depends on your ability to identify your audience, understand their needs and plan how to meet those needs effectively. This course also covers proofreading and revising while it addresses the most commonly used forms in professional writing such as letters, memos and proposals.

ORGB 155. Issues in Decision Making. 3 Units.

This course provides a study of decision-making theory applied to individuals and organizations. The course provides a comprehensive theory of how people cope with decisional conflicts concerning management of organizations, career choice, marriage and a variety of other significant choices.

ORGB 175. Res. Meth.: Quant. & Qual.. 3 Units.

The objective of this course is to introduce students to fundamentals of communication research. Special emphasis is on understanding the "logic" of the research process. Students develop skills in research design, data collection and analysis, and learn how to apply quantitative and qualitative research methods to solving problems. This course also helps students understand the role of ethics in communication research.

ORGB 176. Applied Research. 3 Units.

The purpose of this course is to help the student synthesize and integrate the learning experiences acquired in organizational behavior studies and evaluate the research and current topics relative to major emphasis areas. Students are expected to do a literature review, analyze data, write empirical reports, conduct training and workshops, and present research results.

ORGB 177. Organizational Structure, Design and Analysis. 6 Units.

This course explores the organizational structure of human societies and the influence of organizations on individuals and groups. Analysis of the form and structure of formal organizations and the relationship between organizations, social class and social institutions in contemporary society is emphasized. Case studies of private, public and non-profit organizations are included.

ORGB 178. Intro to Ethical Theories. 3 Units.

This course provides students the opportunity to become familiar with how they and others think about moral issues and make moral choices. There is a dual emphasis on the analysis of personal moral development and the role of ethics in organizations.

ORGB 191. Independent Study. 1-4 Units.