MASTER OF ARTS (M.A.) DEGREE IN PSYCHOLOGY: ORGANIZATIONAL

http://www.tc.edu/o&l/orgpsych/
SCHEDULE OF CLASSES

Teachers College courses - http://www.tc.columbia.edu/tc%2Dschedule/schdsearch.cgi


PROGRAM OF STUDY OVERVIEW

The program curriculum is comprised of: (a) major courses consisting of four required core courses; (b) five required advanced core courses; (c) three required Non-ORLJ Breadth courses taken within Teachers College (see Teachers College Catalog, “General Requirements for the M.A. Degree”) and taken for at least 2 points each; (d) Elective courses (usually ORLJ, but may be approved Non-ORLJ courses, or courses at Columbia’s Business School, SIPA, etc.

ADDITIONAL INFORMATION REGARDING BREADTH COURSES AND ELECTIVES

All Breadth (Non-ORLJ) courses MUST be taken for AT LEAST two credits. One credit Non-ORLJ courses are not accepted toward the Breadth requirement. The only exception to this are the one-credit courses in the Stephen Brookfield series and these 2-3 courses MUST be taken IN THE SAME SEMESTER.

To satisfy Elective requirements courses may be taken at the Graduate School of Business, Engineering and Applied Sciences, Social Work, and in other areas of the Columbia University Graduate programs. These related courses count toward the Elective course work within social-organizational psychology, NOT toward the 3 Breadth (Non-ORLJ) courses that must be taken within Teachers College. Students should consult with an advisor to select courses to satisfy the breadth requirement. An effort is made to assist students in developing a program of study that will best meet their personal career interests and objectives.

<table>
<thead>
<tr>
<th>Summary: Course Requirements</th>
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<tbody>
<tr>
<td>Social-Organizational Psychology M.A. Program</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COURSES</th>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Level 1</strong></td>
<td>12</td>
</tr>
<tr>
<td>• 4 courses @ 3 points each</td>
<td></td>
</tr>
<tr>
<td><strong>Core Level 2</strong></td>
<td>14-16</td>
</tr>
<tr>
<td>• 3 courses @ 3 points each</td>
<td></td>
</tr>
<tr>
<td>• 1 Application Course: between 2-4 points</td>
<td></td>
</tr>
<tr>
<td>• 1 Advanced Theory Course: 3 points</td>
<td></td>
</tr>
<tr>
<td><strong>Breadth Requirement</strong></td>
<td>6-9</td>
</tr>
<tr>
<td>• 3 courses @ at least 2 points each</td>
<td></td>
</tr>
<tr>
<td>• Non-ORLJ</td>
<td></td>
</tr>
<tr>
<td>• must be taken at Teachers College</td>
<td></td>
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<tr>
<td><strong>Elective/Concentration Courses</strong></td>
<td>8-13</td>
</tr>
<tr>
<td>• ORLJ -or-</td>
<td></td>
</tr>
<tr>
<td>• Non-ORLJ (course(s) must be at least 2 credits)</td>
<td></td>
</tr>
<tr>
<td>• Courses (approved) at Columbia University</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>45</td>
</tr>
</tbody>
</table>

2
# M.A. Program Coursework Guide

## Core Level 1:

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Functions of Organizations</td>
<td>ORLJ 4002</td>
</tr>
<tr>
<td>Organizational Psychology</td>
<td>ORLJ 4005</td>
</tr>
<tr>
<td>Understanding Behavioral Research</td>
<td>ORLJ 4009</td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>ORLJ 5003</td>
</tr>
</tbody>
</table>

## Core Level 2:

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group Dynamics</td>
<td>ORLJ 5362</td>
</tr>
<tr>
<td>Organizational Dynamics*</td>
<td>ORLJ 5045</td>
</tr>
<tr>
<td>Managing Conflict in Organizations**</td>
<td>ORLJ 5148</td>
</tr>
</tbody>
</table>

*Pre-requisite: ORLJ 4005, Organizational Psychology*

**Starting in the Spring of 2007, this course replaced ORLJ 6040 as the required Advanced Core Level 2 Conflict Resolution course for the M.A. Program. ORLJ 6040 may be taken as an elective or as part of the Certificate in Conflict Resolution, but it may not replace ORLJ 5148 as the required Advanced Core Level 2 course for the M.A. Program unless you took ORLJ 6040 prior to Spring 2007.

**Plus one of the following Application Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internship in Organizational Psychology*</td>
<td>ORLJ 5012</td>
</tr>
<tr>
<td>Basic Practicum in Conflict Resolution &amp; Mediation Skills</td>
<td>ORLJ 5340</td>
</tr>
<tr>
<td>Practicum in Change &amp; Consultation in Organizations**</td>
<td>ORLJ 6343</td>
</tr>
</tbody>
</table>

*Pre-requisite: ORLJ 4005, Organizational Psychology*

***Starting in 2007, ORLJ 6040 will be an elective.*

**Pre-requisites: ORLJ 4005, Organizational Psychology & ORLJ 5362, Group Dynamics***

***Plus one of the following Advanced Theory Courses:***

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leadership and Supervision</td>
<td>ORLJ 5005</td>
</tr>
<tr>
<td>Intercultural Communications in Organizational Contexts</td>
<td>ORLJ 5046</td>
</tr>
<tr>
<td>Fundamentals of Cooperation, Conflict Resolution and Mediation</td>
<td>ORLJ 6040</td>
</tr>
</tbody>
</table>

***If, prior to Fall 2008, you have taken ORLJ 5016, Psychological Aspects of Organizations as a Core Level 2 course then you are exempt from having to take an advanced theory course. However, you must still take one of the Application Courses, listed above.***

## Breadth Requirement:

3 “Non-ORLJ” courses required; at least 2 credits each; must be taken at Teachers College

1. ____________________________  Course #________
2. ____________________________  Course #________
3. ____________________________  Course #________

## Elective/Concentration Coursework:

These courses complete the 45 credit requirements. Students may graduate with more than 45 credits if they choose to take more electives than are required to reach 45 credits. These courses are usually ORLJ but can be outside of ORLJ if relevant or other CU course(s), e.g. Business School, School for International & Public Affairs, etc.
**Optional Areas of Focus**

Within the program, students may want to focus their elective course work in one of three areas:

1. **Human Resource Development**; 2. **Organizational Change and Consultation**; 3. **Conflict Resolution**.

Opting to focus in one of these areas is a way to organize your program of study around a particular topic, and may aid you in making decisions about elective courses. However, doing so is optional. The majority of students choose to take a wide variety of courses across all three concentrations. Regardless of elective coursework, all students earn the same MA degree in Social-Organizational Psychology.

**Suggested Courses for Areas of Concentration**

### Human Resource Development

Recommended courses for this area of concentration:
- ORLJ 5002 Advanced Functions of Organizations (3)
- ORLJ 5019 Data-based Consulting (3)
- ORLJ 5311 Practice in Management & Leadership (3)
- ORLJ 5110 Individual Assessment and Development in Organizations (3)
- ORLJ 6343 Practicum in Change and Consultation in Organizations (4)
- ORLD 5055 Staff Development and Training (3)
- ORLD 5062 Human Resource Development in Organizations (3)
- CCPJ 5062 Career Counseling and Development (3)

### Organizational Change and Consultation

Recommended courses for this area of concentration:
- ORLJ 4010 Executive Coaching (3)
- ORLJ 5005 Leadership and Supervision (3)
- ORLJ 5018 Using Survey Research in Organization Consulting (3)
- ORLJ 5019 Data-based Consulting (3)
- ORLJ 5045 Organizational Dynamics and Theory (3)
- ORLJ 5017 Small Group Intervention (3)
- ORLJ 5310 Preparation for Coaching (3)
- ORLJ 6343 Practicum in Change and Consultation in Organizations (4)
- ORLD 5819.01 Workplace Learning Institute: Building 21st Century Organizational Capability with Cultural Intelligence (CQ) (3)
- ORLD 5819.02 Workplace Learning Institute: Leveraging Social Intelligence (SQ) to Enhance Organizational Effectiveness
- ORLD 5819.03 Workplace Learning Institute: Leveraging Emotional Intelligence (EQ) to Enhance Organizational Effectiveness (3)
- ORLD 5819.04 Workplace Learning Institute: Developing and Enhancing Group Coaching Skills (3)

### Conflict Resolution

(Note: Students interested in receiving a Certificate of Attendance in Conflict Resolution must complete a sequence of 5 courses and 1 semester of internship. Please contact ICCCR for further information: 212-678-3402)

Recommended courses for this area of concentration:
- ORLJ 5340 Basic Practicum in Conflict Resolution and Mediation Skills (3)
- ORLJ 6040 Fundamentals of Cooperation, Conflict Resolution and Mediation in Different Institutional Contexts (3)
- ORLJ 6350 Advanced Practicum in Conflict Resolution and Mediation, Section I (3)
- ORLJ 6350 Advanced Practicum in Conflict Resolution and Mediation, Section II: Designing Conflict Management Systems (3)
OTHER SUGGESTED SOCIAL-ORGANIZATIONAL PSYCHOLOGY ELECTIVE COURSES

The following courses are suggested electives within ORLJ. Students may choose from among these electives and other relevant electives that are not listed here.

• ORLJ 4901-012 Research Team (3)
• ORLJ 4010 Executive Coaching (3)
• ORLJ 5002 Advanced Functions of Organizations (3)
• ORLJ 5005 Leadership and Supervision (3)
• ORLJ 5012 Organizational Internship (1-3)
• ORLJ 5016 Special Topics in Social-Organizational Psychology:
  - Motivation and Reward Systems (3)
  - Practice in Human Resource Management (3)
• ORLJ 5017 Small Group Intervention
• ORLJ 5018 Using Survey Research in Organizational Consulting (3)
• ORLJ 5019 Data-based Consulting (3)
• ORLJ 5020 Special Topics in Social-Organizational Psychology
• ORLJ 5110 Individual Assessment & Development in Organizations (3)
• ORLJ 5046 Intercultural Communication: Theories, Issues & Practice (3)
• ORLJ 5047 Development of the Multi-cultural Self (3)
• ORLJ 5311 Practice in Management and Leadership (3)
• ORLJ 6343 Practicum in change and consultation in organizations (4)
• ORLJ 6350 Adv. practicum in conflict resolution and mediation, section I (3)
• ORLJ 6350 Adv. practicum in conflict resolution and mediation, section II: designing conflict management systems (3)

SUGGESTED OUTSIDE SOCIAL-ORGANIZATIONAL PSYCHOLOGY COURSES

Please consult with an academic advisor.

(Please note that all classes are NOT offered each semester. This list is not exhaustive and is subject to change.)

The highlighted Non-ORLJ courses, below, are particularly complementary to the Social-Organizational Psychology curriculum:

• ORLA 4011 Behavior in organizations (3)
• ORLA 4046 School finance: policy/practice (3)
• ORLA 5017 Groups and interpersonal behaviors (2-6)
• ORLA 5018 Understanding authority and exercising leadership (3)
• ORLA 5530 Action research in organizational behavior (3)
• ORLD 4051 How adults learn (3)
• ORLD 4052 Program development: assessing learning needs and evaluating outcomes (3)
• ORLD 4053 Facilitating adult learning (3)
• ORLD 4827 Fostering Transformative Learning (2-3)
• ORLD 5054 Strategy Development and Learning Processes in Organizations (3)
• ORLD 5055 Staff development and training (Parts I & II) (3)
• ORLD 5056 Adult education: social action (3)
• ORLD 5057 Adult learning and education: theory and practice (3)
• ORLD 5061 Advanced staff development and training (3)
• ORLD 5062 Human Resource Development (3)
• ORLD 5520 Research in Organizational Learning (3)
• ORLD 5819 Workplace Learning Institute “Series” (see Org Change & Consultation suggested electives, above)
• CCPJ 4064 Principles and methods of psychological counseling (3)
• CCPJ 4065 Career development of women (3)
• CCPJ 5020 Racism and racial identity in psychology and education (3)
• CCPJ 5062 Career counseling and development (3)
• CCPJ 5361 Preparation for individual counseling and interviewing (3)
• CCPX 4030 Psychology of adjustment (3)
• CCPX 5034 Developmental psychopathology (3)
• ORL 6500 Qualitative research methods: design and data collection
• ORL 6501 Qualitative research methods: data analysis & reporting
• HBSS 4120 Topics health education: stress (2-3)
• HBSS 4120 Topics health education: health and business (2-3)
• HBSS 4140 Developing workplace health promotion programs (3)
• HUD 5021 Methods of empirical research (3)
• HUDF 5020 Methods of social research: survey methods (3)
• HUDK 5034 Research methods for cognition and learning (3)
• HUDK 5198 Psychology of instructional systems designs (3)
• HUDM 4050 Introduction to measurement (2-3)
• HUDM 4122 Probability and statistical inferences (3)
• HUDM 5055 Evaluations of institutions: programs and curricula (3)
• HUDM 5056 Evaluations of institutions: programs and curricula, II (3)
• HUDM 5058 Choice and decision making (3)
• HUDM 5059 Psychological measurement (3)
• HUDM 5122 Applied Regression Analysis (3)

**INTERNSHIP**
While not a prerequisite for graduation, an internship is helpful for gaining relevant work experience and for job placement post-graduation. The purpose of the internship is to provide students with an opportunity to gain practical experience relevant to their interests, and to apply the principles of social-organizational psychology theories to real-world situations. Internships may be paid or unpaid. There are a number of ways to find an internship, including contacting Career Services in 44 Horace Mann (678-3140), or taking the initiative to find your own internship through contacts with employers, other students, professional associations (e.g., Society for Human Resource Management, ODNetwork of New York, ASTD, Metro), or the Internet.

Once you have found an internship, and if you wish to receive academic credit, please contact the social-organizational psychology program office to seek approval to register for the internship course (ORLJ 5012), as well as for information about criteria and expectations for receiving credit.

If you take the internship course to fulfill the Core Level 2 Application Course requirement, you must take it for at least 2 credits, total. If you take the internship course as an Elective, you may take the course for 1 to 3 credits, for a total of 4 credits. Students may register for internship class for more than one semester, but the total number of points may not exceed 4 credits [Ex: One may register for internship for four semesters for 1 credit each semester for a total of 4 credits, or register for two semesters (for 2 and 2 credits or 1 and 3 credits, etc.) – as long as the total number of points credited toward the course over the duration of one’s study never exceeds 4 credits]. If you obtain an internship mid-semester or later, you may register for the course the following term.

PLEASE CONSULT WITH THE MA PROGRAM ADVISOR FOR MORE DETAILED CRITERIA FOR THE INTERNSHIP COURSE.

**PROGRAM ADVISEMENT**
Students are expected to consult regularly with an advisor during their course of study – either the MA Program Coordinator or the MA Program Advisor. In addition, students are free to meet with any program faculty member for advising at any time throughout their course of study.

Please also note that it is the responsibility of the student to document all of their course work and other special approvals in a file in the Program Office at 222 Zankel Building. It is also advisable for each student to keep personal copies of their documentation.

**GRADES AND PASS/FAIL POLICY**
Teachers College establishes and maintains a minimum expectation and standard for Academic Performance, but allows individual programs to set a standard that exceeds the minimum set by the College. Teachers College Policy on Academic Performance Standards (pg. 263, 2008-2009 Catalog) states: “Any student receiving eight or more points in grades of C- or lower is not permitted to continue registration at the College in any capacity and may not receive a degree or diploma.” (See also Teachers College Catalog, “Grades”.)
The academic policy for the Social-Organizational Psychology program is more rigorous than that of the College. Core courses may not be taken as Pass/Fail and students must achieve a C+ or better in these courses to satisfy the M.A. degree. In the event where a student is awarded a grade of C or lower in a core course, the student must consult with an advisor to discuss academic progress and is subject to review.

All courses, including Elective courses and those fulfilling the Breadth Requirement, should be taken for a grade, unless the course is only offered with a Pass/Fail grading option. Students may not take more than 2 Pass/Fail courses toward fulfilling their degree.

**Exemption Guidelines**

In some cases, students may petition to waive out of a course. In order to waive out of a course, it is the student’s responsibility to demonstrate that their previous graduate course work is redundant with material covered in the petitioned course. Students will be asked to provide a variety of materials to establish that a redundancy exists.

Examples of relevant material include but are not limited to a combination of the following:

- graduate transcript indicating that relevant course work was taken and that the student received a grade of B or higher in these courses;
- a syllabus or syllabi (not a course description) indicating the topics covered in their previously taken course(s);
- relevant thesis work; serving as a teaching assistant for related courses;
- serving as a research assistant for a professor working on topics related to the petitioned course.

Students interested in petitioning to waive out of a class should speak to the instructor of the course as well as their faculty advisor. Exemption from any course remains at the discretion of the faculty.

**Comprehensive Examination**

The Comprehensive Examination may be taken after a student has completed the core courses (level 1) – preferably one semester prior to graduation. The exam covers all of the major topic areas in social-organizational psychology. Exams will be given three times a year; once in the Fall, Spring and Summer. Exam dates will be announced via email during the Fall semester.

Students must pass with an 80% or above. Students may not take the exam more than twice. If a student fails the Comprehensive Examination twice, s/he may not be allowed to graduate from the program.

**Services for Students with Disabilities**

The College will make reasonable accommodations for persons with documented disabilities. Students are encouraged to contact the Office of Access and Services for Individuals with Disabilities for information about registration (166 Thorndike Hall). Services are available only to students who are registered and submit appropriate documentation.

**Statement on Academic Conduct**

A Teachers College student is expected to refrain from any conduct, including cheating, plagiarizing, or purchasing documents submitted for academic evaluation, that calls into question his/her academic and/or professional probity. Decisions regarding academic evaluation in all aspects of students’ work at the college, including course work, certification examinations, clinical or field experiences, and preparation of dissertations, are within the sole jurisdiction of the faculty concerned, including as appropriate, the department or program staff members. Disciplinary actions (e.g., reprimand, suspension, or dismissal) in cases of academic misconduct can be imposed by the Vice Provost or the Committee on Student Conduct.

**Resolution of Student Academic Program Concerns**

Any student who has a concern regarding an academic matter may seek assistance. The procedure for resolving academic program concerns (see note of grade correction process below) begins with either the faculty member (if the concern is related to a course) or the student’s advisor. If the student is not satisfied with the response or resolution achieved at this first level, or if speaking with the faculty member presents a conflict of interest for the student, the student should proceed to speak with the Program Coordinator in the area in which the academic concern resides. If the student is not satisfied with the response or resolution achieved through the Program
Coordinator, the student should proceed to speak with the Chair of the academic department in which the academic concern resides. If the student is still not satisfied with the response or resolution achieved through the Department Chair, or if speaking with the Department Chair presents a conflict of interest for the student, the next step is to contact the Office of the Vice Provost. At any stage of the process, students are welcome to seek the advice and guidance of the Ombudsman, who is charged with attempting to informally resolve student dissatisfaction of an academic nature on a completely confidential basis.

**GRADE CORRECTION PROCEDURE**

The instructor for a course has the responsibility for setting the requirements for a course and making an evaluation of students’ work. Once a grade has been given, the instructor is not free to change the grade unless the instructor indicates to the Registrar that an error was made in the original grade transmitted. If a student believes that an error has been made, he/she must take the initiative in bringing about the necessary correction prior to the conclusion of the semester immediately following the semester in which the course was taken. The normal procedure for effecting a correction would be through direct discussion between the student and the instructor. If redress cannot be attained through such discussions, the student may next appeal to the department chairperson of the department offering the course. If resolution cannot be attained through appeal, the student may next appeal to the Dean. In situations where the student feels that such an appeal process might not be in the student’s interest, counsel and assistance can be sought from the Office of the College Ombudsman and the Office of the Vice Provost.

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**Social Organizational Psychology Office (M.A. Program)**

222 Zankel Building

(212) 678-8109

(212) 678-8152

(212) 678-8253/8303 [fax]

Teachers College General Line

(212) 678-3000

Columbia University General Line

(212) 854-1754

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