

space availability for study groups as of 02/03/2010 12:40PM

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## Albany Study Groups

### Mondays

**Organizational Behavior 4 cr with Kathy Tarrant**

spaces avail.: 15      Adv./Liberal      fulfills SUNY gen. ed. req in Social Sciences - fully

21 British American Blvd., Latham      Mondays 5:30-7:30 p.m. 3/15, 3/29, 4/12, 5/3, 5/10, 5/17, 6/7, 6/21

Authors Kreitner and Kinicki define organizational behavior as an "Interdisciplinary field dedicated to better understanding and managing people at work". A cornerstone study for all managers and an integral aspect of supervision and leadership positions, this course will provide an understanding of individual behavior, group and social processes as well as organizational processes within a variety of organizations large, small, public and private. Topics covered include organizational culture, personalities, values and attitudes, foundations of motivation, group dynamics and decision making, teams and teamwork, leadership, and managing change and stress. Supplemented with case studies, journal articles and web resources, this course will provide a contemporary examination of organizational behavior and practices in today's organizations. This study fully satisfies the Business, Management and Economics guideline for understanding people in an organizational context.

### Tuesdays

**Critical Thinking & Writing 4 cr with Claudia Hough**

spaces avail.: 14      Intro and Adv./Liberal      fulfills SUNY gen. ed. req in Basic Communications - fully

21 British American Blvd.      Tuesdays 5:30-7:30 p.m. 3/16, 3/30, 4/13, 4/27, 5/11, 5/25, 6/8, 6/22

This study will guide students to explore the important thinking concepts introduced through provocative, informative readings drawn from various sources; to engage in structured, analytical writing assignments; and to explore the topics through thoughtful exchange of ideas in dialogue with others. Students will have the opportunity to organize information, interpret different perspectives, analyze complex issues, and master the technical aspects of writing in order to articulate their thinking with clarity and precision.

**Diversity in the Workplace 4 cr with Joan Harrington**

spaces avail.: 14      Adv./Liberal      fulfills SUNY gen. ed. req in Social Sciences - fully

21 British American Blvd., Latham      Tuesdays 5:30-7:30 p.m. 3/16, 3/30, 4/13, 5/4, 5/11, 5/25, 6/8, 6/22

American society is undergoing broad demographic changes. Students will gain an understanding of the historic, political, social, and economic forces that shape a particular group's experience in the workplace. The study will provide a broad perspective on the nature of diversity in the workplace, understand diversity issues, and examine strategies and approaches for managing diversity in an environment of change.

### Wednesdays

**Latinos in the US 4 cr with TBD,**

spaces avail.: 15      Adv./Liberal      fulfills SUNY gen. ed. req in Humanities - fully

21 British American Blvd. Latham      Wednesdays 5:30-7:30 p.m. 3/31, 4/14, 4/28, 5/12, 5/26, 6/9, 6/23

This is a study of Latino/a culture in the US. Using cultural studies framework, we will approach Latina/o cultural practices and products (using literature, film, essays, music, visual arts) as dynamic expressions that affirm, contest, resist and are ultimately shaped within and against the mapping of race, nation, gender, and sexuality. Some of the key concepts that will be discussed include border, acculturation, cultural nationalism, community building, identity formation (e.g. migratory or exilic), and hybrid cultures.

### Saturdays

**Health Psychology 4 cr with Christine Testani**

spaces avail.: 14      Adv./Liberal      fulfills SUNY gen. ed. req in Social Sciences - fully

Students will discover the marriage between the medical world and the psychological and social world through this study. The study will encompass topics such as chronic illness, stress and coping, basic psychoneuroimmunology, and the different theories behind health psychology. Students will engage in various learning activities including reading assignments, case studies and behavior modification experiments.

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**Meeting dates/times/locations not yet published**

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**Computer Applications 4 cr with Mete Cetiner**

spaces avail.: **10** Intro/Non-Liberal fulfills SUNY gen. ed. req in Information Management - fully

\*\*\* Meeting dates/time/location not yet determined \*\*\*

This study will provide students with an overview of core computer concepts, and it will also help them become familiar with Microsoft Windows operating systems. The primary focus of this study will be to teach students how to efficiently utilize three different MS Office 2007 applications (MS Word 2007, MS Excel 2007, and MS PowerPoint 2007). In the study, students will practice with these software applications' commonly used features while completing a series of hands-on exercises and assignments, and they will gain technical knowledge and develop practical skills that would make it possible for them to use these MS Office applications for different personal and/or professional purposes. In this study, students will need to have access to a computer running MS Office 2007 on it.

**Management Information Systems 4 cr with Mete Cetiner**

spaces avail.: **14** Intro/Non-Liberal fulfills SUNY gen. ed. req in Information Management - fully

\*\*\* Meeting dates/time/location not yet determined \*\*\*

In this study, students will:

- learn about the conceptual foundations and key components of information systems,
- have an understanding of the value of utilizing information systems in supporting not only routine or critical business operations but also management-level strategic decisions,
- learn about the evolution of information technologies and recognize their importance in successfully implementing information systems,
- analyze different types of information systems and recognize how those systems can help businesses improve the quality of their operations,
- develop skills to provide managerial solutions to improve the capabilities of information systems utilized in different industries,
- learn how to make decisions to enhance the design of organizations' business processes in order to make it possible for them to use new information technologies,
- gain knowledge in different approaches that can be used to develop information systems, and
- have an understanding of how to manage information systems at a global level.

**Web Design and Development 4 cr with Mete Cetiner**

spaces avail.: **10** Intro/Non-Liberal fulfills SUNY gen. ed. req in Information Management - partially

\*\*\* Meeting dates/time/location not yet determined \*\*\*

In this study, students will learn about the fundamentals of designing and developing user-centered web sites. The study will provide students with a clear understanding of how to use Extensible Hypertext Markup Language (XHTML) and Cascading Style Sheets (CSS) to create Web pages. Students will be able to develop Web sites with a variety of components, including graphics, tables, forms, search engines, blogs and discussion forums. They will also learn about making their web sites online by using hosting services, registering them with popular search engines, and collecting web traffic data of their site visitors.