

## **MGMT 223A & B – Management & Organizational Theory**

**Spring 2008**

**M & W 12:30-2:00pm & 2:20-3:50pm**

**Comenius 5**

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### **Course Description**

This is an introductory course in management theory and practice. It will familiarize students with organizational concepts used to study human behavior in enterprises at the individual, group, and inter-organizational levels. Major topic areas include the changing world of work and the practice of management, decision and monitoring systems, organizing tasks and shaping the organization's culture, leading and empowering people, and organizational change. The course also serves as a general survey of concepts in the management field.

### **Course Goals**

- Provide students with an enriched course in management principles and organizational theory that is grounded in a business ethics framework and incorporates the study of business issues on a global scale, with emphasis on diversity.
- Use lecture, discussion, readings, case studies and presentations to enhance the students' understanding of course material.
- Demonstrate application and mastery of theory through analyses of real-world organizations.

### **Course Outcomes**

Through examinations, individual and group contributions, and class participation, students will demonstrate:

- an understanding of the behavioral foundations of management,
- a knowledge of how global socio-economic and technological forces are affecting the theory and practice of management and
- an awareness of the challenges faced by today's managers.

## Required Texts and Other Materials

Robbins, S. A. & Coulter, M. (2007) Management 9<sup>th</sup> ed. ISBN: 0132257734. Prentice-Hall.

Other readings at instructor's discretion.

### Grading Criteria

100-93	A	76-73	C
92-90	A-	72-70	C-
89-87	B+	69-67	D+
86-83	B	66-63	D
82-80	B-	62-60	D-
79-77	C+	Below 60	F

### Graded Course Components- Total of 670 points

- **Examinations are worth 100 points each.** All exams will consist of multiple-choice and short-answer questions. The final exam (optional) will also be multiple-choice and short-answer questions and will be comprehensive.
- **Group Presentation and Paper are worth 65 points each. Outline of paper due 4/2/08 worth 20 points (Total of 150).** Each group will choose or be assigned a topic to write a paper on, only ONE PAPER PER GROUP. Also, the group will create a 15-20-minute presentation on their topic and present it to the class at the end of the semester. *All members of the group MUST participate to receive credit.* More information on the paper and presentation will be provided later. You must have **at least 8** references for your paper and **at least** one type of visual aid for the presentation: overhead slides, handouts, etc. See separate sheet for presentation grading criteria.
- **Ethical Debate worth 50 points.** In groups, you will research an ethical issue relevant to today's business world and present your solution. Another group will also present a solution and then each group will have the opportunity to present a rebuttal and defense. The audience will then decide which group provided the stronger case. More detailed information will be provided at a later date.
- **Attendance and Participation are worth 70 points.** Attendance and participation in class are necessary for optimum understanding of the material. These points will be earned at the discretion of the instructor and may consist of, but are not limited to, pop quizzes, in-class assignments, group work and homework. There will be plenty of opportunities for you to share your opinions and experiences. You are encouraged to participate as often as possible in order to increase your and your classmates understanding of the material. While strict attendance of class is not required, please

be aware that the points for attendance and participation may occur at anytime and therefore excessive absences will lower your grade.

**NOTE:** If you miss any announcements or important information because you were not in class then it is your responsibility to talk to your fellow students and find out what you missed.

- **Late Fees:** Penalties will be assessed for any assignment or project that is turned in late. The late fee assessed is 3 points for each day (not class day) after the due date.

### **General and Miscellaneous Policies and Other Items**

- **Extra Credit:** There are no opportunities to do additional work for extra credit during the semester, so students are urged to attend classes and prepare for the exams.
- **Disabilities:** Anyone who wishes to disclose a disability and request accommodation under the Americans with Disabilities Act (ADA) for this course, first must meet with either Mrs. Laurie Roth in the Office of Learning Services (for learning disabilities and/or ADD/ADHD) or Dr. Ronald Kline in the Counseling Center (for all other disabilities).
- **Academic Dishonesty** The Academic Honesty Policy for this course is the same as the one outlined in the school catalog and the student handbook.
- **Cell phones, pagers, PDAs and all other electronic devices** are banned during classes. They must be turned off and stowed away in a book bag, purse, etc.
- **Make-up exams** will be given only for extreme circumstances. The instructor reserves the right to determine what is and is not an extreme circumstance.
- **Disruptive Behavior** includes but is not exclusive to cell phones going off, persistent talking, insensitive behavior, generally disrupting the lectures, or coming in late, etc. If these behaviors occur several times you may be asked to leave the classroom.
- **Note:** While no changes are expected, the instructor reserves the right to change any and all information contained in this syllabus. Also, the instructor reserves the right to apply qualitative judgment in determining grades for an assignment or for the course.
- **Extreme circumstances** are the *ONLY* exceptions to the above rules and are evaluated on a case-by-case basis by the instructor.

## Class Dates and Schedule

Date	Assignments and Tests
1/14	Introduction/ What is Management? (1)
1/16	History of Management (2)
<b>1/21</b>	<b>MLK Jr. Day</b>
1/23	Culture & Environment (3)
1/28	Global Environment (4)
1/30	Catch-up & Exam Review
2/4	<b>Exam 1 (Chs. 1-4)</b>
2/6	Social Responsibility & Ethics (5)
2/11	Decision Making (6)/ Planning (7)
2/13	<b>Ethical Debates</b>
2/18	Strategic Management (8)
2/20	Catch-up & Exam Review
2/25	<b>Exam 2 (Chs. 5-8)</b>
2/27	Structure & Design (10)
<b>3/1-3/9</b>	<b>Spring Break</b>
3/10	Communication & IT (11) / Change & Innovation (13)
3/12	Behavior (14)
3/17	Catch-up & Exam Review
3/19	<b>Exam 3 (Chs. 10-14, skip 12)</b>
<b>3/24</b>	<b>Easter Break</b>
3/26	Groups & Teams (15)
3/31	Topic Research
4/2	Motivating Employees (16) <b>Outline &amp; reference page due</b>
4/7	Leadership (17)/Control (18)
4/9	Catch-up & Exam Review
4/14	<b>Exam 4 (Chs.14-18)</b>
4/16	Group Presentations
4/21	Group Presentations
4/23	Group Presentations
<b>TBA</b>	<b>Final Exam</b>