

MGMT 223
Management and Organizational Theory
Spring Term 2011

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Office Hours Tuesday, Thursday – 9:45 am-10:15 am, 12:30 pm-1:00 pm, 2:30 pm-3:00 pm

Course Description in Moravian College Catalog 2008-2010

223. Management and Organizational Theory. Presentation of foundational knowledge of the management processes of planning, leading, organizing and control, along with study of classic and emerging organizational theory. Management roles, functions, competencies and practice are studied in businesses and not-for-profit organizations and grounded in business ethics, multiculturalism, and quality in the global business environment. Prerequisite: Economics 152.

Textbook

Management (tenth edition), Stephen P. Robbins – Mary Coulter, ISBN -10-:0-13-209071-6

Course Goals

As a result of this course you should be able to:

Describe the functions, roles and skills of a manager.

Describe the historical background of management.

List the characteristics and importance of organizational culture.

List the reasons for managing in the global environment.

Discuss what it means to be socially responsible.

List the strengths and weaknesses of group decision making.

Differentiate between groups and teams.

Define the nature and function of communication.

Compare and contrast theories of motivation.

Describe the nature and importance of control.

Identify and critically assess the managerial perspectives and skills, (technical, human and conceptual), that are relevant and valuable in addressing a particular management situation or problem.

Conduct an ‘Environmental Analysis’ and identify key internal and external issues and challenges that impact stakeholders and their interests.

Know the classic and emerging theories of planning, organizing, leading and control.

Integrate technology, media, and interpersonal competencies to effectively communicate a “message” to co-workers, external constituents and customers.

COURSE PROJECT

MANAGEMENT AND ORGANIZATIONAL THEORY ISSUES

Each student is required to complete an analysis of a Human Resource Management issue. The area of study will be selected by the student and approved by the professor. The topic should address a relevant business issue. You will define the topic, indicate why it is a significant issue, describe the current state, and offer suggestions on what should be done to improve this issue. The paper should include references to at least five articles from journals and business periodicals as well as references to primary sources. All references should be properly cited. The paper should be 8-10 numbered pages. In addition to the paper, all projects will include an executive summary. This summary will be presented to the class and critiques will be provided to the presenter. The presentations will be 10-12 minutes and include visuals and/or handouts.

ATTENDANCE, CLASSROOM PARTICIPATION, AND EXPECTATIONS

All students are expected to attend class and participate in class discussions. Failure to attend class on more than three occasions for any purpose automatically disqualifies the student from receiving the highest participation grade. Additional absences will result in a further lowering of the participation grade and possible failure of the course. Homework will be collected, graded, and returned. The use of cell phones in the classroom is not permitted. Students who wish to request accommodations in this class for a disability should contact Mr. Joe Kempfer, Assistant Director of Learning Services for Disability Support, 1307 Main Street (extension 1510). Accommodations cannot be provided until authorization is received from the office of Learning Services.

METHOD OF EVALUATION

The student's grade for the course will be based on the results of the results of 3 exams, the course project, and class participation. Each of the activities will contribute 20% of the final grade. Make-up exams will be given only if there are serious circumstances.

ACADEMIC HONESTY

The Academic Honesty Policy as written in the student handbook will serve as our policy for this course.

EXTRA CREDIT ASSIGNMENTS

Extra credit opportunities are available only with the written approval of the instructor.

TENTATIVE SCHEDULE

January	18	Orientation/Overview	
	20	Introduction to Management	Chapter 1
	25	Organizations	Chapter 1
	27	Management History/Organizational Culture	Chapters 2, 3
February	1	Research	
	3	Global Management	Chapter 4
	8	Topics Due	
	10	Ethics	Chapter 5
	15	Decision Making	Chapter 6
	17	Decision Making	Chapter 6
	22	Exam #1	
	24	Planning	Chapter 7
March	1	Strategic Management	Chapter 8
	3	Organization	Chapter 9
	8, 10	Spring Break	
	15	HR Management	Chapter 10
	17	HR Management	Chapter 10
	22	HR Management	Chapter 10
	24	Teams	Chapter 11
	29	Teams	Chapter 11
	31	Exam #2	
	April	5	Change
7		Individuals (Due)	Chapter 13
12		MBTI	Chapter 13
14		Communication	Chapter 14
19		Motivation	Chapter 15
21		Leaders	Chapter 16
26		Controlling	Chapter 17
28		Operations	Chapter 18
May	3	FINAL EXAM 1:30 pm	

***This syllabus is subject to change.**