



Colorado Springs Campuses
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Course Syllabus

Celebrating 31 years of Academic Success in Colorado Springs

Course	MNGT 5590 – Organizational Behavior <i>Please Note: Students must notify the office if they wish to DROP or WITHDRAW from a course. It is not sufficient to tell your instructor. Cancellation of an enrollment is subject to Tuition Refund Deadlines and Policies as outlined in the Graduate Studies Catalog.</i>
Term	Summer 1 2008 Tuesdays, 5:30pm – 9:30pm Class begins: June 3, 2008 Location: Colorado Springs Metro Campus
Instructor	Name: Michael A. Van Doren Phone: (719) 531-5802 Email: vandoren@webster.edu or drmajnav@yahoo.com
Catalog Description	This course introduces students to many of the basic principles of human behavior that effective managers use when managing individuals and groups in organizations. These include theories relating to individual differences in abilities and attitudes, attribution, motivation, group dynamics, power and politics, leadership, conflict resolution, organizational culture, and organizational structure and design.
Prerequisites	None
Course Level Learning Outcomes	Upon successful completion of this course, the student will be able to: <ol style="list-style-type: none">1. Define, discuss, and recognize important terminology, facts, concepts, principles, analytic techniques, and theories taught in this organizational behavior course.2. Identify and apply appropriate terminology, facts, concepts, principles, analytic techniques, and theories from the organizational behavior course when analyzing factual situations with organizational behavior problems.3. Develop reasonable solutions to organizational behavior problems using appropriate facts, concepts, principles, analytic techniques, and theories from this organizational behavior course.4. Evaluate the quality of their proposed solutions to organizational behavior problems against appropriate criteria, including organizational constraints.5. Discuss the relevance and application of the concepts, principles, and theories used in organizational behavior to contemporary events.6. Identify and discuss the interrelationships among the concepts, principles, and theories used in the different areas of organizational behavior.
Materials	Kreitner, R. and A. Kinicki (2008). <i>Organizational Behavior</i> (8th ed.). Boston, MA: McGraw-Hill/Irwin. ISBN: 007338125X Options for Ordering Textbook: <ol style="list-style-type: none">a. Textbooks are available about four weeks before the start of classes and may be ordered from Webster University's bookstore, MBS Direct. To place an order call toll-free: 1-800-325-3252 or visit http://bookstore.mbsdirect.net/webster.htmb. Used books for sale by students are posted on a Bulletin Board in the Metro Center Cafe. Please check this area if you are interested in purchasing or selling used books.

Grading

Your course grade will be based on your scores on your examinations, papers, presentations, assignments, and your contributions to class discussions. These different components will be weighted as follows:

- Midterm Examination: 30%
- Final Examination: 30%
- Paper: 20%
- Presentation: 10%
- Assignments: 10%

The following grade point structure is used to compute the letter grades for the final course grade.

Grade Points Earned	Equivalent Letter Grade
94-100	A Superior Graduate Work
90-93	A- Superior Graduate Work
87-89	B+ Satisfactory Graduate Work
83-86	B Satisfactory Graduate Work
80-82	B- Satisfactory Graduate Work
70-79	C Work that is barely adequate as graduate-level performance
Below 70	F Work that is unsatisfactory
I	I Incomplete work
ZF	ZF An "I" that is not completed within one year of the end of the course is automatically converted to a "ZF". A "ZF" is treated the same as an F or NC for all cases involving GPA, academic warning, probation and dismissal.
W	W Withdrawn from the course

Activities

Classes will include lectures, group exercises, and discussions of videos and short cases. Some individual exercises may be completed during class, but most will be completed outside class. All group exercises will be completed during class, and obviously cannot be made up individually later—you will simply not get credit for those missed group exercises. For all classes other than the first class, you are expected to have read the assigned chapters before class each week. This will enable you to participate in any exercises and to ask questions about material you didn't understand.

There will be one midterm examination and a final examination. The examinations will consist primarily of multiple choice questions, short answers, and short essay questions or exercises. The examinations will cover all of the assigned readings, even if the material was not discussed in class. In addition, you may be tested on information introduced in lectures, videos, or cases, but which is not covered in the textbook.

You are expected to complete the "Ethical Dilemma" questions at the end of each chapter throughout the course. Your questions will be turned in at one time at the end of the semester, unless instructed otherwise.

You are required to write a paper analyzing a performance problem that involves issues in organizational behavior. You will be given detailed instructions on the paper, but in general you will identify and describe a performance problem in some organization, analyze the performance problem in terms of relevant organizational behavior theories, and suggest one or more plans that might help solve the problem. The most important part of the paper is your analysis of the problem and its causes, although research may help clarify your thinking and analysis. This paper should illustrate your abilities to analyze real-world situations and integrate the concepts you have learned during the course. Note that this is not a traditional term paper about some topic, nor is it a book report. The paper should not be longer than 12 pages, including the list of references, so you will need to be concise in your writing. Papers exceeding 12 pages may be penalized if the additional length was due to poor editing or writing.

The papers are due no later than Week 8 of the term. **However**, there is a half-back option for students wishing to take advantage of this option. By turning your paper in by Week 7; I will grade the paper,

	<p>return it to you on Week 8, and you will have the option to make necessary changes to improve your paper's grade by turning the corrected paper back in to me on Week 9 for a second grading. By taking advantage of the half-back option, your paper's grade will be the average between the first and second grading.</p> <p>Finally, you will present your paper in a 10-minute presentation. An outline will be required on the day of your presentation. Additionally, at least three visual aids will be required. PowerPoint slides count as one visual aid. Creativity is appreciated by me and your fellow students.</p>
<p>Policy Statements: University Policies</p>	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website, www.webster.edu. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Course Attendance Students are expected to attend all class sessions of every course. In the case of unavoidable absence, the student must contact the instructor. The student is subject to appropriate academic penalty for incomplete or unacceptable makeup work, or for excessive or unexcused absences. Generally, a student who misses more than one 4-hour course period (per course) without a documented military or medical excuse and advanced permission from the instructor should withdraw from the class.</p> <p>Academic Honesty The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p>Special Services If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p>Disturbances Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p> <p>Contact Hours for this Course It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it will be rescheduled.</p>
<p>Course Policies</p>	<p>This syllabus may be revised at the discretion of the instructor without the prior notification or consent of the student. The schedule below presents an approximate expectation of course progress. The instructor reserves the right to add, delete, or modify any weeks of this schedule. Any changes will be announced during class.</p> <p>Academic Dishonesty: Webster University strives to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, fabrication, plagiarism, and facilitation of academic dishonesty. Academic dishonesty is unacceptable and may result in disciplinary action, as outlined in the Graduate Studies catalog.</p>

	<p>Class meetings are to be treated as important business appointments. Because so much of the value of this course comes from class discussion, attendance is required. There are, of course, excusable absences. However, they will always be for reasons that are beyond your ability to control. Talk to the instructor about any absences. <u>Students missing a class meeting are required to complete the “OB in Action Case Study” questions located at the end of each chapter covered during the missed class.</u></p>		
<p>Additional Information</p>	<ul style="list-style-type: none"> • Students should regularly check their Webster University e-mail account at http://connections.webster.edu for important e-mails from their instructor and University staff. • Webster University’s online library, Passports, is available through http://library.webster.edu, you will need to use your student ID to access the databases. • Students who are discovered cheating or committing plagiarism will be awarded a failing grade for the course, and may be subject to discipline or dismissal. www.turnitin.com is a tool Webster University uses to assist faculty in identifying plagiarism. • Students should use citation protocol from APA. Guidelines are available in the office or on-line at www.webster.edu/coloradosprings • Class sessions are limited to currently enrolled students. • Daycare services are not available at Webster University. Children are not allowed to attend class or use Webster University facilities. • Grades are available online by visiting www.webster.edu, select Registration and Online Services. You will need to provide your student number and password to access your online information. • Please be considerate and turn-off your cell phones during class sessions. 		
<p>Weekly Schedule</p>	<p>Week</p>	<p>Topics</p>	<p>Chapters</p>
	<p>1</p>	<ul style="list-style-type: none"> • Organizational Behavior: The Quest for People-Centered Organizations and Ethical Conduct • Managing Diversity: Releasing Every Employee’s Potential 	<p>1 2</p>
	<p>2</p>	<ul style="list-style-type: none"> • Organizational Culture, Socialization, and Mentoring • International OB: Managing across Cultures • Video 	<p>3 4</p>
	<p>3</p>	<ul style="list-style-type: none"> • Self-Concept, Personality, Abilities, and Emotions • Values, Attitudes, and Job Satisfaction • Social Perception and Attributions 	<p>5 6 7</p>
	<p>4</p>	<ul style="list-style-type: none"> • Foundations of Motivation • Improving Job Performance with Goals, Feedback, Rewards and Positive Reinforcement 	<p>8 9</p>
	<p>5</p>	<p>MID-TERM EXAM (CHAPTERS 1-9)</p> <ul style="list-style-type: none"> • Group Dynamics • Video 	<p>10</p>
	<p>6</p>	<ul style="list-style-type: none"> • Teams and Teamwork • Individual and Group Decision Making 	<p>11 12</p>
	<p>7</p>	<p>Presentations Half-back Paper Option (See “Activities” above.)</p> <ul style="list-style-type: none"> • Managing Conflict and Negotiations • Communication in the Internet Age 	<p>13 14</p>
	<p>8</p>	<p>Presentations <i>Papers and Ethical Dilemma questions are due by this class</i></p> <ul style="list-style-type: none"> • Influence Tactics, Empowerment, and Politics • Leadership • Creating Effective Organizations 	<p>15 16 17</p>
	<p>9</p>	<p>Presentations FINAL EXAM (CHAPTERS 10-17)</p>	