**Fermanian School of Business**
**BMG3020: Organizational Behavior**
**3 Units**

# Fall 2023

August 28th – Dec 17th

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|---|---|
| **Meeting days:** Online | **Instructor:** Dr. Randy Waynick |
| **Meeting times:** Synchronous Sessions. Sept 6th, Dec 6th. 6:00-7:00 pm | **Phone:** 619-849-3286 (office) 612.910.9353 (cell) |
| **Meeting location:** Online | **E-mail:** rwaynick@pointloma.edu |
| **Final Exam:** Dec 16th (online) | **Office location and hours:** FSB 134. Before and after class or as needed. |

# PLNU Mission

### To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

### Fermanian School of Business Mission
### Character – Professionalism – Excellence – Relationships – Commitment - Innovation

As members of a vital Christian community, we strive to provide high quality business programs that equip students to make a positive impact in their workplace and community by connecting purpose to practice.

## COURSE DESCRIPTION

This course is a study of human behavior in social organizations, with a focus on the environment, structure, and human behavior at the individual, group, and organizational level. Emphasis is on acquiring skills and analytical concepts to improve organizational relationships and effectiveness.

## COURSE LEARNING OUTCOMES

In this course, we will examine the various factors that influence the culture of an organization and focus on the importance of utilizing that understanding to build a well-performing organization. You will discern the importance of identifying strategic values and, as servant leaders, set realistic objectives for improving effectiveness as group members.

Upon completion of this course, students will be able to:

1. Identify the key management principles relating to environment, structure and human behavior at the individual, group and organizational levels (PLO 1 & F1).

2. Prepare strategies for improving work performance and organizational effectiveness (PLO 2 & F1).
3. Assess the impact of various organizational structures on corporate culture and behavior (PLO F2).
4. Analyze the ethical impacts when managing people and resources (PLO 4).
5. Collaborate effectively in a team to thoroughly assess an organization and make sound recommendations (PLO 5).
6. Demonstrate effective business communication through written and verbal means (PLO 3).

## COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 3 unit class delivered over 16 weeks. It is anticipated that students will spend a minimum of 37.5 participation hours per credit hour on their coursework. For this course, students will spend an estimated 112.5 total hours meeting the course learning outcomes. The time estimations are provided in the Canvas modules.

## REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

1. Nelson, D. L. and Quick, J. C., (2019), ORGB[6]. Organizational Behavior. 6th Cengage Learning 4LTR Press. Debra Nelson; James Campbell Quick
   ISBN-10: 1-337-40781-X
   ISBN-13: 978-1-337-40781-6

## ASSESSMENT AND GRADING

| Standard Grade Scale Based on Percentage of Points Earned | | | | |
|---|---|---|---|---|
| **A** | **B** | **C** | **D** | **F** |
| A 93-100 | B+ 87-89 | C+ 77-79 | D+ 67-69 | F ≤ 59 |
| A- 90-92 | B  83-86 | C  73-76 | D  63-66 | |
| | B- 80-82 | C- 70-72 | D- 60-62 | |

*Graded Allocation:*

| Graded Event | Points | Notes |
|---|---|---|
| Weekly Quiz | 260 | 20 points per week (x) 13 |
| Weekly Discussion Post | 260 | 20 points weekly (x) 13 |
| Essay Papers | 175 | 25 Points each |
| Midterm | 100 | Material included for weeks 1-7 |
| Final Exam | 100 | Material included week 8-14 |
| Final Paper | 50 | Comprehensive |

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|---|---|---|
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| | | |
| Survey mid-course | 5 | |
| Total | 1,000 | |

## INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas.  Incompletes will only be assigned under extremely unusual circumstances.

## ARTIFICIAL INTELLIGENCE (AI) POLICY

You are allowed to use Artificial Intelligence (AI) tools (e.g, ChatGPT, iA Writer, Marmot, Botowski) to generate ideas, but you are not allowed to use AI tools to generate content (text, video, audio, images) that will end up in any work submitted to be graded for this course. If you have any doubts about using AI, please gain permission from the instructor.

## LANGUAGE AND BELONGING

Point Loma Nazarene University faculty are committed to helping create a safe and hospitable learning environment for all students. As Christian scholars we are keenly aware of the power of language and believe in treating others with dignity. As such, it is important that our language be equitable, inclusive, and prejudice free. Inclusive/Bias-free language is the standard outlined by all major academic style guides, including MLA, APA, and Chicago, and it is the expected norm in university-level work. Good writing and speaking do not use unsubstantiated or irrelevant generalizations about personal qualities such as age, disability, economic class, ethnicity, marital status, parentage, political or religious beliefs, race, gender, sex, or sexual orientation. Inclusive language also avoids using stereotypes or terminology that demeans persons or groups based on age, disability, class, ethnicity, gender, race, language, or national origin. Respectful use of language is particularly important when referring to those outside of the religious and lifestyle commitments of those in the PLNU community. By working toward precision and clarity of language, we mark ourselves as serious and respectful scholars, and we model the Christ-like quality of hospitality.

You may report an incident(s) using the Bias Incident Reporting Form.

## SEXUAL MISCONDUCT AND DISCRIMINATION

In support of a safe learning environment, if you (or someone you know) have experienced any form of sexual discrimination or misconduct, including sexual assault, dating or domestic violence, or stalking, know that accommodations and resources are available through the Title IX Office at pointloma.edu/Title-IX. Please be aware that under Title IX of the Education Amendments of 1972, faculty and staff are required to disclose information about such misconduct to the Title IX Office.

If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact Counseling Services at counselingservices@pointloma.edu or find a list of campus pastors at pointloma.edu/title-ix.

## SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

PLNU strives to be a place where you grow as a whole person. To this end we provide resources for our Graduate and Adult Undergraduate students to encounter God and grow in their Christian faith. At the Mission Valley (MV) campus we have an onsite chaplain who is available during class break times across the week.  If you have questions for, desire to meet or share a prayer request please email mvchaplain@pointloma.edu.

In addition, on the MV campus there is a prayer chapel on the third floor which is open for use as a space set apart for quiet reflection and prayer.

## STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students.  If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state.  It is the student's responsibility to notify the institution of any change in his or her physical location.  Refer to the map on State Authorization to view which states allow online (distance education) outside of California.

## PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

## PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog.

See Adult Undergraduate Academic and General Policies for definitions of kinds of academic dishonesty and for further policy information.

During the first week of class, you will be asked to submit an Academic Honesty Verification Statement. Submitting the statement is a requirement of this course. By submitting the Academic Honesty Verification Statement, you will be verifying all assignments completed in this course were completed by you. Carefully review the Academic Honesty Statement below.

Statement: "In submitting this form, I am verifying all the assignments in this course will be completed by me and will be my own work."

**PLNU ACADEMIC ACCOMMODATIONS POLICY**
PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center (EAC@pointloma.edu or 619-849-2486). Once a student's eligibility for an accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.
**PLNU ATTENDANCE AND PARTICIPATION POLICY**

Regular and punctual attendance at all **synchronous** class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions (virtual or face-to-face), the faculty member will issue a written warning of de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. In some courses, a portion of the credit hour content will be delivered **asynchronously** and attendance will be determined by submitting the assignments by the posted due dates. See ADC Academic Policies in the Graduate and Professional Studies Catalog. If absences exceed these limits but are due to university excused health issues, an exception will be granted.

*There are two required synchronous meeting. Date and times are listed in Canvas. Sept 6th at 6pm and Dec 6th at 6 pm. A zoom link will be provided.**

*Online Asynchronous Attendance/Participation Definition:* Students taking online courses with no specific scheduled meeting times are expected to actively engage throughout each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes, but is not limited to:

- Engaging in an online discussion
- Submitting an assignment

- Taking an exam
- Participating in online labs
- Initiating contact with faculty member within the learning management system to discuss course content.

**Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.**

Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor.

## USE OF TECHNOLOGY

In order to be successful in your course, you'll need to meet the minimum technology and system requirements; please refer to the *Technology and System Requirements* information. Additionally, students are required to have headphone speakers, microphone, or webcams compatible with their computer available to use for any online or hybrid classes. Please note that any course with online proctored exams require a computer with a camera (tablets are not compatible) to complete exams online.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

## FINAL EXAMINATION POLICY

Successful completion of this class requires taking the final examination **on its scheduled day**. No requests for early examinations or alternative days will be approved.

## COURSE SCHEDULE AND ASSIGNMENTS

| WEEK PRESENTED | CLASS CONTENT OR ASSIGNMENT | ASSIGNMENT DUE DATE |
|---|---|---|
| Weekly | Quizzes | Thursday 11:59pm |
| Weekly | Small Group Discussions-Activity | Friday in Canvas @ 11:59pm |
| Weekly | Individual Reflection/Post | Monday in Canvas @ 11:59pm |
| Week 7 | Midterm Exam | Oct 14th |
| Week 15 | Final Exam | Dec 16th |
| Weeks 15 | Final Paper | Dec 16th |

*Schedule/Readings:*

| Week | Dates | Topic | Reading |
|---|---|---|---|

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|---|---|---|---|
| 1 | 8/28/2023 | Intro to OB | ORGB Ch 1, Blink Ch 1 |
| 2 | 9/2/2023 | Challenges | ORGB ch 2 |
| 3 | 9/11/2023 | Individuals | ORGB ch 3 |
| 4 | 9/18/2023 | Ethics | ORGB ch 4 |
| 5 | 9/25/2023 | Motivation | ORGB ch 5 |
| 6 | 10/2/2023 | Communication | ORGB ch 8 |
| 7 | 10/9/2023 | Teams | ORGB ch 9 |
| 8 | 10/16/2023 | Power | ORGB ch 11 |
| 9 | 10/23/2023 | Culture | ORGB ch 16 |
| 10 | 10/30/2023 | Leadership | ORGB ch 12 |
| 11 | 11/6/2023 | Structure | ORGB ch 15 |
| 12 | 11/13/2023 | Decision Making | ORGB ch 10 |
| 13 | 11/20/2023 | Change | ORGB ch 18 |
| 14 | 11/27/2023 | Conflict | ORGB ch 13 |
| 15 | 12/6/2021 | Final-Paper | |
| 16 | 12/13/2021 | Summary | |