

Syllabus



Fermanian School of Business
BUS 6010 Organizational Behavior
3 units

Spring 2021

Meeting days: Monday	Instructor: Dr. Randy Waynick
Meeting times: 5:30pm-8:15pm	Phone: 612-910-9353
Meeting location: Mission Valley	E-mail: rwaynick@pointloma.edu
Additional info: Zoom info TBD	Office hours: By appointment as requested
Final Exam: University Schedule	Additional info:

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 becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

Fermanian School of Business Mission Statement

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 addresses organizational behavior and how it is impacted by values, diversity, and technology. Students examine the process through which managers learn to apply concepts from the behavioral sciences to observe, understand, and influence behavior in the workplace. Concepts such as motivation, leadership, and application of techniques for individual and organizational growth and decision-making in a global environment are discussed.

COURSE LEARNING OUTCOMES (CLO)

The following student learning outcomes will be achieved by this course:

1. Exhibit an understanding of organizational behavior concepts and theories (PLO 1).
2. Assess corporate culture across various organizational contexts (PLO 3).
3. Propose recommendations to address organizational issues considering organizational behavior concepts, models and theories (PLO 3 & A1).
4. Present recommendations to assess organizational issues using effective written communication (PLO 6).
5. Identify key elements of teamwork and apply the elements in a team setting (PLO 7).

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. Specific details about how the class meets the credit hour requirement can be provided upon request.

Assignments & Activities	Course Hours
Weekly Synchronous lecture-discussion, (15)	15
Weekly Group meeting (15)	30
Book Review (1)	12
Weekly Reading (15 x 1 chapter). Video's	30
Final Assessment Paper	10
Final Exam/Paper (7 pages)	30

REQUIRED TEXTS

Neck, C.P., Houghton, J.D., and Murray, E.L. (2017). *Organizational Behavior: A critical-thinking approach*. SAGE Publications, Los Angeles, CA
ISBN 9781506314402

Daugherty, Paul., Wilson, James. (2018). *Human + Machine*. ISBN 9781633693869

NOTE: Students are responsible to have the required textbooks prior to the first day of class. Students are also encouraged to begin reading the books in preparation for the class as soon as possible.

ASSESSMENT AND GRADING

It is important to read the comments posted in the Grades as these comments are intended to help you improve your work. Final grades will be posted within one week of the end of the class. Grades will be based on the following:

Deliverables for this course

An understanding of organizations and future issue impacting structure, individuals, and groups.

There will be weekly assignments in Canvas for reading and discussion. These must be done on time and with well-developed and material supported responses. Additionally you will be required to submit essay responses throughout the course to gauge learning and application of the key concepts. We will be working with two key text and many supplemental articles or library resources. You will be required to supplement your responses and discussion with current article related to the topic being studied. We will be reading one chapter a week in the text.

Finally, there are a number of videos to watch and comment on in Discussion Boards. These videos are intended to help you to really think through the material of OB and to ask you to consider, perhaps, a different perspective.

Grading Points

Course Assignments:	
Student engagement, contribution, attendance in weekly video classroom, discussions boards, team assignments (20 points per week)	300
Weekly Group Discussion/Paper (20 points per week)	300
Book Review	100
Case Study Comprehensive Paper	100
Final Exam/Paper	100
Evaluations	100
TOTAL COURSE ASSIGNMENTS:	1000

Standard Grade Scale Based on Percentage of Points Earned				
A	B	C	D	F
A 950-1,000	B+ 870-899	C+ 770-799	D+ 690-699	F Less than 650
A- 900-949	B 830-869	C 730-769	D 670-689	

	B- 800-829	C- 700-729	D- 650-669	
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Grade Scale

- **Participation**

Given this is a Master level course you are expected to be engaged and contributing to every discussion. Your participation, engagement, and contribution in the course is monitored and is reflected in the grading of assignments. Your interaction with the course content, the instructor, fellow students, and the learning process directly influences your level of success in the course. You need to demonstrate that you have truly completed the assigned readings, shared what you learned from them, and demonstrate understanding and application of the concepts presented. Participation in the course will benefit your overall experience as well as the experience of others in the course.

- **Late Assignments**

All assignments are to be submitted by the due dates posted. It is highly unlikely that I will accept any late assignments. Please monitor the dates closely. You should verify assignments in the syllabus and in the Canvas module. The “To Do” list on your canvas dashboard may not be correct. Work in the “Modules” If missing assignments result in your failure to meet learning outcomes, you may receive a letter grade reduction on the final grade in addition to the loss of points for missing work.

In our discussions, late work means that others may not have the opportunity to respond to your comments. It also means that you will not have the benefit of as much interaction with other students as you will have if your assignment is posted on time. If you know you will be away on the day your assignment is due, please post your work before you leave.

Assignments will be considered late if posted after midnight Pacific Standard Time on the day they are due.

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.

SPIRITUAL CARE

PLNU Mission Valley:

PLNU strives to be a place where you grow as a whole person. To this end, we provide resources for our graduate students to encounter God and grow in their Christian faith. There are resources for your Christian faith journey available at the Graduate & Professional Student Spiritual Life web page.

For Mission Valley students, 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 using the below link to view which states allow online (distance education) outside of California.

<https://www.pointloma.edu/offices/office-institutional-effectiveness-research/disclosures>

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 Academic Policies in the Graduate and Professional Studies Catalog for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center. (DRC@pointloma.edu or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 (a) prohibits discrimination against students with

special needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

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 [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.

Asynchronous Attendance/Participation Definition

A day of attendance in asynchronous content is determined as contributing a substantive note, assignment, discussion, or submission by the posted due date. Failure to meet these standards will result in an absence for that day. Instructors will determine how many asynchronous attendance days are required each week.

At Point Loma Nazarene University, attendance is required at all scheduled classes. Hybrid format means some class meetings will be face-to-face and some will be online. Attendance in the face-to-face classes is to be for the entire time of the class. Arriving late or leaving early will be considered a partial absence. A day of attendance in an online class is determined as contributing a substantive note, assignment, discussion, or submission that adds value to the course as determined by the instructor. Three days of attendance are required each week.

Face-to-face Portion of the Hybrid course

In blended or hybrid courses, if a student misses one face-to-face class then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses two face-to-face classes, the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

Online Portion of the Hybrid Course

If a student misses two online classes (fails to contribute to a discussion board) during the course, then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses three online classes (fails to contribute to a discussion board by the due date) during the course, then the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

1 missed F2F class = warning

2 missed F2F classes = de-enrollment

2 missed online classes = warning

3 missed online classes = de-enrollment

USE OF TECHNOLOGY

In order to be successful in the online environment, 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 compatible with their computer available to use. If a student is in need of technological resources please contact student-tech-request@pointloma.edu.

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 ASSIGNMENTS AT-A-GLANCE

1. Reading/Lecture Notes

Students are expected to complete the assigned reading as early in the week as possible so that the reading can inform the student's contribution to the course.

2. Weekly Assignments

Each weekly module contains assignments to be submitted through Canvas. Each assignment requires a submission that addresses the issues presented for review and explanation. A thorough exploration of relevant material from the readings and resources is required. The student will be asked to make determinations and suggestions for future organizations. Additional resources may be required from the student's research. There will be one individual and one team assignment.

3. Weekly Engagement

Each weekly module contains weekly engagement activities consisting of discussions. Engagement provides a place for you to share with and from the learning community (your peers) in a collaborative place. There will be individual and group opportunities for engagement. There may also be scheduled video (Zoom) meetings for the entire class.

4. Book Review

During the course of this class we will be reading a book forecasting the future of organizations. The student will be submitting a book review in the fourth week of class. The review should include a summary of the book and then an extension or application of the ideas in the applied environment of work. Additional format and style details will be provided.

5. Final Project Paper

At the end of the course the student will be required to submit a "Final" paper that outlines the dynamics and elements of organizational structure for the future. This will be the synthesizing of text, supplemental book, videos, and discussions to application to future organizations.

6. Case Study comprehensive recommendation.

You will be asked to provide a detailed paper on a specific case study identifying critical issues related to the field of Organizational Behavior. This should represent a synthesis of the entirety of the course and demonstrating knowledge to apply to a real business scenario. Detailed instruction will be provide in the course and in Canvas.

7. Academic Honesty Verification: Be sure to review the Academic Honesty Verification information before taking any quiz or exam. This is something that is included in every class during Week Six. It is included here for your reference.

8. Mid and End-of-Course Survey

Students are required to complete course surveys.

Calendar of Study-Topics

Week	Date	Topic	Reading	
1	11-Jan	OB Overview/Importance	Ch 1	
2	18-Jan	Diversity	Ch 2	No f2f session. MLK Day
3	25-Jan	Perception	Ch 3	
4	1-Feb	Emotion/Attitudes	Ch 4	
5	8-Feb	Motivation	Ch 5	
6	15-Feb	Intrinsic/Extrinsic	Ch 6	
7	22-Feb	Team Work	Ch 7	
8	1-Mar	Innovation	Ch 8	
***	8-Mar	Co - Curricular. Week No Class		Executive Networking Event
9	15-Mar	Ethics	Ch 9	
10	22-Mar	Communication	Ch 10	
11	29-Mar	Trust	Ch 11	
12	5-Apr	Leadership Perspectives	Ch 12	
13	12-Apr	Power and Politics	Ch 13	
14	19-Apr	Culture	Ch 14	
15	26-Apr	Wrap up and Final	Ch 15	