Fall 2021

August 30th – Dec 16th

Meeting days: Online	**Instructor:** Dr. Randy Waynick
Meeting times: Synchronous Sessions. Sept 8th 6pm, Dec 1st 6pm	**Phone:** 619-849-3286 (office) 612.910.9353 (cell)
Meeting location: Online	**E-mail:** rwaynick@pointloma.edu
Final Exam: Dec 10th (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 at 37.5 hours per unit. Specific details about how the class meets the credit hour requirement can be found in each of the weekly overviews for the course.

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

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 10th
Weeks 15	Final Paper	Dec 11th

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
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.

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.

At the Mission Valley (MV) campus we have an onsite chaplain, Rev. Gordon Wong, who is available during class break times across the week. If you have questions for, desire to meet or share a prayer request with Rev. Wong you can contact him directly at mvchaplain@pointloma.edu or gordonwong@pointloma.edu. Rev. Wong's cell number is 808-429-1129 if you need a more immediate response.
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 the Academic Honesty Policy in the Graduate and Professional Studies Catalog for definitions of kinds of academic dishonesty and for further policy information.

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 <u>required</u> synchronous meeting. Date and times are listed in Canvas. Sept 8th at 6pm and Dec 1st at 6 pm. A zoom link will be provided.

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.

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

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.

Schedule/Readings

Week	Dates	Topic	Reading
1	8/31/2021	Intro to OB	ORGB Ch 1, Blink Ch 1
2	9/6/2021	Challenges	ORGB ch 2
3	9/13/2021	Individuals	ORGB ch 3
4	9/20/2021	Ethics	ORGB ch 4
5	9/27/2021	Motivation	ORGB ch 5
6	10/4/2021	Communication	ORGB ch 8
7	10/11/2021	Teams	ORGB ch 9
8	10/18/2021	Power	ORGB ch 11
9	10/25/2021	Culture	ORGB ch 16
10	11/1/2021	Leadership	ORGB ch 12
11	11/8/2021	Structure	ORGB ch 15
12	11/15/2021	Decision Making	ORGB ch 10
13	11/22/2021	Change	ORGB ch 18
14	11/29/2021	Conflict	ORGB ch 13
15	12/6/2021	Final-Paper	
16	12/13/2021	Summary	