

**Spring 2021**

<b>Meeting days:</b> Monday/Wednesday	<b>Instructor title and name:</b> Professor Mandy Morrell
<b>Meeting times:</b> 1:25-2:40PM	<b>Phone:</b>
<b>Meeting location:</b> TBD	<b>E-mail:</b> mmorrell@pointloma.edu
<b>Final Exam:</b> Monday 1:30-4:00 PM (subject to change)	<b>Office location and hours:</b> By Appt.

**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**

A study of the manager's role in the organization, including the tasks of planning, organizing, leading, and controlling. Topics include an introduction to change and innovation, corporate culture, global business, ethics, corporate social responsibility, organizational structure, decision-making, human resources and leadership.

**COURSE LEARNING OUTCOMES**

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

1. Recognize management theorists and examine the importance of management theories (PLO 1, E2 & F1).
2. Describe the four functions of management (PLO 1, F1 & F2).
3. Exhibit and illustrate an understanding of management principles, including: human

resources, operations management, organizations and leadership (PLO 1, 2, E2, F1 & F2).

4. Employ decision making capabilities within a team (PLO 5, E2)

5. Use effective verbal and written communication to exhibit management principles, theories and current events (PLO 3).

6. Analyze ethical issues in the context of management theories (PLO 4).

### **COURSE CREDIT HOUR INFORMATION**

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

### **REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES**

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1. **Exploring Management 6<sup>th</sup> Edition (2017). Schermerhorn and Bachrach. Wiley. ISBN: 978-1-119-39586-7 (Wiley PLUS not required but hard copy preferred)**
2. **Partridge, D. People over Profit (2015). Nelson. ISBN: 978-1501222306**

### **ASSESSMENT AND GRADING**

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<b>Assignment distribution by percentage:</b> <ul style="list-style-type: none"><li>• Weekly quizzes 10%</li><li>• Team Ethics Presentation 10%</li><li>• POP Discussions 5%</li><li>• Teamwork Submissions 10%</li><li>• Executive Interview Paper/Discussion 12.5%</li><li>• Management in the Real World 5%</li><li>• Midterm 10%</li><li>• Team Supply Chain Presentation 10%</li><li>• Participation/Engagement 7.5%</li><li>• Christian Practices Participation 5%</li><li>• Final Exam 15%</li></ul>	<b>Grade scale:</b> <table><tr><td>A=93-100</td><td>C=73-76</td></tr><tr><td>A-=92.9-90</td><td>C-=70-72</td></tr><tr><td>B+=87-89.9</td><td>D+=67-69</td></tr><tr><td>B=83-86.9</td><td>D=63-66</td></tr><tr><td>B-=80-82.9</td><td>D-=60-62</td></tr><tr><td>C+=77-79.9</td><td>F=0-59</td></tr></table>	A=93-100	C=73-76	A-=92.9-90	C-=70-72	B+=87-89.9	D+=67-69	B=83-86.9	D=63-66	B-=80-82.9	D-=60-62	C+=77-79.9	F=0-59
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B-=80-82.9	D-=60-62												
C+=77-79.9	F=0-59												

### **INCOMPLETES AND LATE ASSIGNMENTS**

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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 in extremely unusual circumstances.

### **SPIRITUAL CARE**

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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.

If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the [Office of Spiritual Development](#)

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### **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.

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### **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 PLNU Catalog for further policy information.

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### **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.

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### **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 Academic 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.

### ***Hybrid 3-unit courses only:***

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**

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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](mailto: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**

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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

Note: For each assignment, provide the following things:

- Description: Clear explanation of the assignment
- Requirements: Clearly identify all evaluation requirements for each assignment, including rubrics, if any, for assignments.
- Style standard: APA, Chicago, etc, if applicable.

DATE PRESENTED	CLASS CONTENT OR ASSIGNMENT	ASSIGNMENT DUE DATE
3/1/21	Syllabus Overview	
3/3/21	Chapter 1: Managing and Mgmt. Process	Read Ch. 1
3/8/21	Chapter 1: Managing and Mgmt. Process; Quiz	
3/15/21	Chapter 2: Foundations of Management	Read Ch. 2
3/17/21	Chapter 2: Foundations of Management, Quiz	
3/22/21	Chapter 3: Ethics and Social Responsibility	Read Ch. 3
3/24/21	Chapter 3: Ethics and Social Responsibility; Quiz	Ethics PPT Draft Due; MITRW Due
3/29/21	Ethics Presentations	POP 1-54
3/31/21	<b>MENTAL HEALTH DAY - NO CLASS</b>	
4/5/21	Chapter 14: Teams and Team Work	Read Ch. 14;
4/7/21	Chapter 4: Teams and Team Work	POP 55-100
4/12/21	Chapter 5: Plans and Planning Techniques, Quiz	Read Ch. 5
4/14/21	Chapter 7: Strategy; People over Profit	Ch. 7; POP 101-153
4/19/21	Chapter 7: Strategy; People over Profit; Quiz	
4/21/21	MIDTERM	POP 154-198
4/26/21	Chapter 9: Organizational Change	Executive Interview Names Due
4/28/21	Chapter 9: Organizational Change; Quiz	Read Ch. 9; POP F500 Due
5/3/21	Chapter 10, Human Resources Mgmt.	Read Ch. 10; Executive Interview Discussion Due
5/5/21	<b>MENTAL HEALTH DAY: NO CLASS</b>	
5/10/21	Chapter 10, Human Resources Mgmt., Quiz	
5/12/21	Chapter 11: Leadership	Read Ch. 11
5/17/21	Chapter 11: Leadership; Quiz	Executive Paper Due

5/19/21	Chapter 17: Globalization and Supply Chain Management	Read Ch. 17
5/24/21	Chapter 17: Globalization and Supply Chain Management: Quiz	SC PPT Draft Due
5/26/21	Supply Chain Presentations,	SC Presentations
5/31/21	Chapter 6: Control Systems	Read Ch. 6;
6/2/21	Chapter 6 Control Systems, Quiz	SC Presentations
6/7/21	Final Review	
	FINAL EXAM 1:30-4:00PM	Christian Practices Due