

# Texas A&M University – Texarkana

## MGT321 – Organizational Behavior

### Course Syllabus

**Effective Date: Spring, 2012: Jan. 18 – Mar. 6**

**Instructor:** Richard Herrera, Ph.D.  
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**Office Hrs:** Mon: 1:00pm-4:00pm  
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Other times by appointment

**Semester Credit Hours:** 3 SCH

#### **Course Description:**

The study of human behavior in complex organizations with emphasis on individual, small group, and inter-group behavior and how it affects and is affected by the organization in pursuit of organizational goals.

**Required Textbook/Resources:** Robbins, S.P. & Judge, T.A., Organizational Behavior, 14<sup>th</sup> Edition, 2011. Pearson Prentice Hall. ISBN: 9780136124016. The Blackboard Learning System will be used to deliver all resources needed for students to successfully complete this course. This includes the course syllabus, a gradebook section that manages assignments and grades, and a discussion section that allows for communication between the student and professor throughout the course. Student PowerPoint slides and Study Guides for Exams, covering each of the chapters, will also be available on Blackboard under Course Content.

Students can access My Blackboard from A&M-Texarkana's homepage and choosing Current Students and then Blackboard. From the webcourses page click on the graphic that says MyBlackboard. Also, the web address (or URL) for the A&M-Texarkana web server is at <http://webcta.tamut.edu/webct/entryPageIns.dowebct>. That will take you to MyBlackboard where you will login. To login you will need a UserID and a Password. Your UserID is the first 4 letters of your last name and the last 4 of your Campus Wide ID. Example: jams5634. [If your last name is smaller than 4 characters then enter your whole last name] Your Password is your Campus Wide ID with no dashes or spaces. Example: 34523456.

Additional resources are available to assist students and include a distance learning overview, student FAQs, the A&M-Texarkana online system that takes you directly to Library and Student Services, technology and distance education services, and a student guide to blackboard.

#### **Undergraduate courses:**

At the completion of your degree our BBA graduates should be proficient in the following areas:

- **Goal 1:** Our graduates will be competent in the broad business disciplines that underlie in the BBA degree.

- **Goal 2:** Our graduates will be competent in the discipline of their chosen major or concentration.
- **Goal 3:** Our graduates will demonstrate critical thinking skills.
- **Goal 4:** Our graduates will be able to communicate effectively in writing and in front of a group.
- **Goal 5:** Our graduates will be competent in the use of analytical tools via business software tools.
- **Goal 6:** Our graduates will be able to properly integrate business disciplines in developing holistic, multi-functional solutions.
- **Goal 7:** Our graduates will be able to correctly analyze financial statements.

**Graduate courses:**

“At the completion of your degree TAMU-T graduate students should be proficient in several areas. You can access these goals at: [www.tamut.edu/cob](http://www.tamut.edu/cob).”

**Student Learner Outcomes:**

Upon successful completion of this course, the student will be able to:

1. To develop an appreciation of organizational behavior as a body of knowledge, a behavioral science theory that takes the student beyond common sense.
2. To increase the understanding of numerous variables that impact human behavior, resulting in the complexity, ambiguity, uncertainty, openness, and ever-changing nature of individuals.
3. To experience some of the realities of behavioral differences that exist between individuals in all organizations and with which all members of an organization must learn to cope.
4. To recognize that “people” problems are often more real stumbling blocks than “machine or paper” problems.
5. To develop the ability for problem solving and discovering answers without relying solely on textbook explanations and “quick fixes”.
6. To develop the capacity to bridge the “gap” between theory and practice.

**Course Requirements:**

Students will be responsible for all chapter content listed in the schedule of assignments and any additional assigned readings as may be posted on the web. Due to the nature of this course, students are expected to read the assigned chapters by the due dates and to check the discussion board for any updates at least once weekly.

**Methods of Evaluation:**

Each student’s performance will be evaluated as follows:

Assignment	Percent of Grade
Exam #1 (Chapters 1- 5)	25 %
Exam #2 (Chapters 6, 8, 9,11,12)	25 %
Exam #3 (Chapters 13,14,16,17,18)	25 %
Group Research Paper & Presentation	25 %

**Examinations:** Exams 1-3 will each consist of 5 chapters. Each exam will consist of 50 multiple choice questions worth 2 points each, with 90 minutes allowed to complete the exam. There will be 10 questions from each chapter on the exam. Exams will be taken on Blackboard and will compute and post your grade for you to view after all exams have been submitted.

**Please Note: There are no make-up assignments for missed exams. A grade of zero will be assigned for an exam not taken on the day and time scheduled.**

**Research Paper:** Students will be assigned to groups and be required to prepare and present a research paper on one of several topics chosen from various chapters. The paper should be well-researched and include citations within the text; these may take the form of APA-standard citations or footnotes. The paper should be 10-15 pages in length and include references. Presentations should be on powerpoint.

Following are some sample topics you may consider, but this list is not all-inclusive:

- Choose an organization that has a Diversity Program and describe how it has benefited the organization
- Corporate Greed and the Rise of Occupy WallStreet
- The Challenges & Opportunities for OB, including the Economic Meltdown, the European Markets and their impact on the U.S Economy, and the impact of Globalization on U.S. Organizations
- Cultural Differences & their Impact on Organizations
- Corporate Greed & its Impact on Ethical Behavior in Organizations
- Discrimination in Organizations – Does it still exist & what is its impact
- The Case for Emotional Intelligence in the Workplace
- Cultural Differences in Job Characteristics and Job Satisfaction
- Sexual Harassment in the Workplace
- Managing Across Organizational Boundaries

**Grading Scale:**

A >= 90-100  
B >= 80-89  
C >= 70-79  
D >= 60-69  
F < 60

**Disability Accommodations:**

Students with disabilities may request reasonable accommodations through the A&M-Texarkana Disability Services Office by calling 903-223-3062

**University Email Policy:**

“Upon application to Texas A&M University-Texarkana, an individual will be assigned an A&M-Texarkana email account. This email account will be used to deliver official university correspondence. Each individual is responsible for information sent and received via the university email account and is expected to check the official A&M-Texarkana email account on a frequent and consistent basis. Faculty and students are required to utilize the university email account when communicating about coursework.”

**University Drop Policy:**

To drop this course after the 12<sup>th</sup> class day, a student must complete the *Drop/Withdrawal Request Form*, located on the University website (<http://tamut.edu/Registrar/droppingwithdrawing-from-classes.html>) or obtained in the Registrar’s Office. The student must submit the signed and completed form to the instructor of each course indicated on the form to be dropped for his/her signature. The signature is not an “approval” to drop, but rather confirmation that the student has discussed the

drop/withdrawal with the faculty member. The form must be submitted to the Registrar's office for processing in person, email ([Registrar@tamut.edu](mailto:Registrar@tamut.edu)), mail (P. O. Box 5518, Texarkana, TX 75505) or fax (903-223-3140). Drop/withdraw forms missing any of the required information will not be accepted by the Registrar's Office for processing. It is the student's responsibility to ensure that the form is completed properly before submission. If a student stops participating in class (attending and submitting assignments) but does not complete and submit the drop/withdrawal form, a final grade based on work completed as outlined in the syllabus will be assigned.

**Academic Integrity:**

Academic honesty is expected of students enrolled in this course. Cheating on examinations, unauthorized collaboration, falsification of research data, plagiarism and undocumented use of materials from any source, constitute academic dishonesty, and may be grounds for a grade of "F" in the course and/or disciplinary actions. For additional information see the university catalog. Examples of plagiarism can be found at <http://www.turnitin.com>

**Student Participation:**

- a. **Participation Policy:** Due to the nature of this course, students are expected to read the assigned chapters by the dates listed on the course schedule and be prepared for each of the three exams. You may work ahead of schedule, but do not allow yourself to get behind. In addition to the text material, students will also be responsible for any other material listed on the discussion board section of the syllabus. In order to remain up to date, students will need to check this section for any updates at least once weekly.
- b. **Course Etiquette:** Students are expected to conduct themselves professionally and respectfully at all times when interacting with other class members or with the instructor. Any subject matter or conduct considered to be unacceptable or inappropriate will not be tolerated.

**Student Technical Assistance:**

- Solutions to common problems and FAQ's for your web-enhanced and online courses are found at this link: <http://tamut.edu/webcourses/index.php?pageid=37>
- If you cannot find your resolution there, you can send in a support request detailing your specific problem here: <http://www.tamut.edu/webcourses/gethelp2.php>
- Blackboard Helpdesk contacts:

Office hours are: Monday - Friday, 8:00a to 5:00p

Kevin Williams (main contact) 903-223-3028 [kevin.williams@tamut.edu](mailto:kevin.williams@tamut.edu)

Frank Miller (alternate) 903-223-3156 [frank.miller@tamut.edu](mailto:frank.miller@tamut.edu)

Nikki Thomson (alternate) 903-223-3083 [nikki.thomson@tamut.edu](mailto:nikki.thomson@tamut.edu)

**Complete Course Schedule:**

Date	Topic	Assignment
Jan 18	Overview of Course/Syllabus; Introductions What Is Organizational Behavior	Robbins Chap. 1
Jan. 23	Diversity in Organizations	Chap. 2

Jan. 25	Attitudes & Job Satisfaction	Chap. 3
Jan. 30	Emotions & Moods Personality & Values	Chap. 4 Chap. 5
Feb. 1	<b>Exam 1 (Chap's 1-5)</b> Perception & Individual Decision Making	Chap. 6
Feb. 6	Motivation: From Concepts to Applications	Chap 8
Feb. 8	Foundations of Group Behavior	Chap. 9
Feb. 13	Communication Leadership	Chap. 11 Chap. 12
Feb. 15	<b>Exam 2 (Chap's 6,8,9,11,12)</b>	Chap. 8
Feb. 20	Conflict & Negotiation	Chap. 14
Feb. 22	Organizational Culture	Chap. 16
Feb. 27	Human Resource Policies & Practices	Chap. 17
Feb. 29	Organizational Change & Stress Management	Chap. 18
Mar. 5	<b>Exam 3 (Chap's 13,14,16,17,18)</b>	

- The above is merely a course outline and is subject to change with prior notice.
- Student research presentations not listed. Sign-up sheet will be available on the 1<sup>st</sup> day of class.