# Wayland Logo

WBU Online

School of Business

# 2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 4320-VC02, Organizational Behavior

# **4. TERM**:

FALL2ND 8 WKS

# **5. INSTRUCTOR**:

Ms. Sarah C. Schmalzried

# **6. CONTACT INFORMATION**:

Office phone: N/A

WBU Email: sarah.schmalzried@wayland.wbu.edu

Cell phone: (806) 729-2582

# **7. OFFICE HOURS, BUILDING & LOCATION**:

My email is checked at LEAST once a day. Please use cell in an emergency (text or call).

# **8. COURSE MEETING TIME & LOCATION**:

WBU Online Campus

# **9. CATALOG DESCRIPTION**:

Ethical dimensions of goals and values of organizations and managers with a perspective on understanding and working with people.

# 10. PREREQUISITE:

MGMT 3304

# **11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL**:

| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| --- | --- | --- | --- | --- | --- | --- |
| Organizational Behavior: Managing People & Organizations + MindTap | Griffin/Phillips/Gully | 13th | 2020 | Cengage | 9781-33791-6929 | 7/10/19 |

# 12. OPTIONAL MATERIALS

NONE

# **13. COURSE OUTCOMES AND COMPETENCIES**:

* Describe the key competencies necessary for managerial effectiveness;
* Identify how personalities and attitudes affect behavior, commitment, and organizational effectiveness;
* Describe the motivational process relating to change;
* Explain the concepts of stress and the stressors that affect organizational performance;
* Identify the essentials of effective ethical leadership; assess the limitations on a leader’s impact.

# 14. ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University’s external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

# **15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY**:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

# **16. DISABILITY STATEMENT**:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

# **17. COURSE REQUIREMENTS and GRADING CRITERIA**:

* ***Assignments:*** MINDTAP Chapter 1-16 (All)
* ***Quizzes:*** MINDTAP 1-16 (All)
* ***Midterm & Final:*** MINDTAP
* ***Discussion Board: (Please see Post Requirements document in the classroom)***
	+ 3 weekly posts ON AT LEAST TWO DIFFERENT DAYS (Initial Post due by Wednesday-Responses due by 11:59pm CST Sunday).
		- One (1) Initial discussion post with at least one APA cited reference to the text or an outside article (250-300 words).
		- Two (2) Responses to classmates (75-100 words each).

***\*\*YOUR DISCUSSION BOARD COUNTS AS YOUR ATTENDANCE\*\****

* ***Reading Assignments:*** (Blackboard Assignments Folder) Weekly reading assignments are posted in the Module Assignment folder (i.e. MODULE 1, MODULE 2, etc.).

**\*\*All WEEKLY WORK DUE 11:59PM CST SUNDAY UNLESS OTHERWISE SPECIFIED\*\***

*GRADING:*

|  |  |
| --- | --- |
| ***CLASS COMPONENT*** | ***POSSIBLE POINTS*** |
| MINDTAP | 686 |
| DISCUSSION BOARD | 100 (12.5 x 8) |
| MIDTERM & FINAL | 200 (100 x 2) |
| SYLLABUS QUIZ | 14 |
| **TOTAL** | **1000** |

|  |  |  |
| --- | --- | --- |
| A | 900-1000 | 90%-100% |
| B | 800-899 | 80%-89% |
| C | 700-799 | 70-79% |
| D | 600-699 | 60-69% |
| F | 0-599 | BELOW 60% |

**17.1 Include Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

# 18. TENTATIVE SCHEDULE

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| --- | --- | --- |
| MODULE | CHAPTERS | ASSIGNMENTS |
| Module 1(10/11-10/17) | 1 & 2  | * Discussion Board
* Syllabus Quiz
* Mindtap
 |
| Module 2(10/18-10/24)Census (10/18) | 3 & 4 | * Discussion Board
* Mindtap
 |
| Module 3(10/25-10/31) | 5 & 6 | * Discussion Board
* Mindtap
 |
| Module 4(11/1-11-7) | 7 & 8 | * Discussion Board
* Mindtap (Includes Midterm Exam)
 |
| Module 5(11/8-11/14)“W” Period Ends (11/12) | 9 & 10 | * Discussion Board
* Mindtap
 |
| Module 6(11/15-11/21)“WP/WF” Period Ends (11/19)Thanksgiving Break(11/22-11/26) | 11 & 12 | * Discussion Board
* Mindtap
 |
| Module 7(11/29-12/5) | 13 & 14 | * Discussion Board
* Mindtap
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| Module 8(12/5-12/11)TERM ENDS SATURDAY | 15 & 16 | * Discussion Board
* Mindtap (Includes Final Exam)
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# 19. ADDITIONAL INFORMATION