Wayland 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.

Contact Information

Course: MGMT 5305 VC-1 – Organizational Theory

Campus: WBU Online

Term/Session: SPRING-1 2026

Instructor: Dr. Richard A. Warren

Office Phone Number/Cell #: 940-642-4525

WBU Email Address: Richard.warren@wayland.wbu.edu

Office Hours, Building, and Location: . Office Hours 10:00 a.m. -9:30 p.m. M thru F, Virtual Office

Class Meeting Time and Location: Non-Synchronous, Virtual

Catalog Description:
Organizations as complex systems impacted by environmental forces, and structure and design dimensions required for effectiveness.

Prerequisite:
BUAD 5300 (For the M.P.A. MGMT 3304 only).

Textbook Information

Required Textbook(s) and/or Required Materials:

BOOK	AUTHOR	ED	YEAR	PUBLISHER	ISBN#
Organizational Theory and Design	Daft	13th	2021	Cengage	9780-35770-2390

*This course is part of the **Pioneer Academic Access Program**. You will have access to an eBook, access code, and interactive learning material on the first day of class through your Blackboard course site. You will be notified via email with access instructions and additional information. If the course requires a physical book you can order at bookstore.wbu.edu. You can choose to opt-out, however if you do you will lose access to **EVERY class/material** and have to source through third party vendors.*

Optional Materials: Publication Manual of the American Psychological Association, 7th ed,

ISBN: 978-1433832154

Course Outcome Competencies:

- Analyze the effectiveness of the internal operations of organizations by applying structural theories.
- Analyze the effectiveness of organizations as open systems by applying various systems theories.
- Analyze the effectiveness of an organization as a culture by applying various theories on culture.
- Analyze the effectiveness of an organization as a system of power interactions and political behavior by applying various theories in power and politics.
- Formulate a problem statement applying various theories that address effectiveness in an organization.

Attendance Requirements

WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student "attendance" in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a "no-show" and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university's attendance policy.

University Policies

Academic Integrity:
Link to Statement on Academic Integrity

Artificial Intelligence:

    A. No use of any generative AI tools permitted.

        i. Students are required to create and produce all work themselves or with assigned group members. Any work submitted that has used an AI generative tool like ChatGPT will be in immediate violation of the academic integrity policies for the course and WBU.

ii. All assignments must be fully created, designed, and prepared by the student(s).
iii. Any work that uses generative AI will be treated as plagiarism.
C

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 Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests. Office: (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Course Requirements and Grading Criteria

The course requirements include Chapter Tests, Discussion Assignments, Case Studies, Exams, and

Research Term Paper. The information below describes the value of each assignment and the percentage

it makes up of the total grade.

7 – **Chapter Tests** – for a total of 2**1 percent**

3 – **Discussion Posts** – for a total of **15 percent**

3 – **Case Studies** for a total of   **18 percent**

2 – **Exams** – for a total of **30 percent**

1 – **Research Paper** – for a total of **16 percent**

Student Grade Appeals: 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 <u>final</u> 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 to the 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.

Tentative Schedule

Week & Dates	Assignments	Notes/Reading	Additional Information	Due Date
1 Jan 12 – Jan 18	**Required First Assignment** Post Intro – NLT Jan 18 Chapter Test Discussion # 1	**Read Chapters 1 & 2**	**Required First Assignment is due by Wednesday.**	**Jan 18, 2026**
2 Jan 19 – Jan 25	**Chapter Test Topic Request Case Study # 1**	**Read Chapters 3 & 4**	**Term Paper Topic See Example Prepare APA style**	**Jan 25, 2026**
3 Jan 26 – Feb 1	**Chapter Test Discussion # 2**	**Read Chapters 5 & 6**		**Feb 1, 2026**
4 Feb 2 – Feb 8	**Chapter Test Complete Mid Term Exam**	**Read Chapters 7 & 8**		**Feb 8, 2026**
5 Feb 9 – Feb 15	**Chapter Test Case Study # 2**	**Read Chapters 9 & 10**		**Feb 15, 2026**
6 Feb 16 – Feb 22	**Chapter Test Discussion # 3**	**Read Chapters 11, & 12**	**Prepare in APA style**	**Feb 22, 2026**
7 Feb 23 – Mar 1	**Chapter Test Case Study # 3**	**Read Chapters 13 & 14**	**Case to be posted In Discussion Forum**	**Mar 1, 2026**
8 Mar 2 – Mar 7	**Complete Final Exam Submit Term Paper**		**Term Paper Exam**	**Mar 7, 2026**

Additional Information

General Information:
This syllabus contains a general overview of the course only. It should NOT be considered as a substitute for reading and understanding all the pages of this website.
The subject of ALL your email shall be MGMT 5305-VC01 SPRING 1, 2026, and you must include your first and last names in the email body. Email without this Subject Line will not be responded to nor read.

Once you have read and understood everything contained in the syllabus, you are required to submit an email containing all of the following:
Your Full Name
Term: SPRING 1, 2026
Course Number and Section (MGMT 5305-VC01)
Date
A Statement of Understanding as follows:
"I have read the syllabus for this course. I understand the course requirements and procedures. Since grades are an indicator of personal effort and performance, I understand that it is my responsibility to earn the grade I desire in this class." (*This statement must be verbatim*.)
You may NOT submit a paper you submitted in another course for a grade.
"Students are responsible for reading, understanding, obeying, and respecting all academic policies, with the added emphasis being placed upon academic progress policies, appearing in the Wayland Baptist University Academic Catalog applicable to their curriculum and/or program of study."

Posting of Grades:

Final grades will be posted in IQ Web and Blackboard.

Discussion Assignment Guidance:

Subjects are chosen so that they will not be able to be answered adequately in not less than 300 words and will be consistent with the APA style of writing. Failure to provide References and Citations will result in a reduced grade for the Assignment. It is the instructor's decision on the adequacy of an answer,which is not subject to debate.

Assignments are graded on a 100-point scale. Assignments and Quizzes are due by midnight (11:59 pm Central Time) the first Sunday after the assignment is made. They will be considered late, after midnight of date due, and a deduction of 20 points per week will be taken. Please keep in mind that the last day of the semester falls on a Saturday evening. All discussion posting require proper APA citations and associated references. A minimum number of three responses to class members is mandatory for full credit and must be substantial. Simple agreement is insufficient. Agree or disagree, yet provide suggestions, alternative views, and explain why your view is a better solution. Don't forget to cite and reference.

Discussion Assignments will be submitted through the Discussion Forum in Blackboard. Initial Post must be submitted through the Discussion Forum. The way to do this is to create the posting in a Word Document, correcting spelling and grammar prior to copying and pasting the narrative into the Discussion Forum in Blackboard. Assignments copied and pasted or created in Blackboard will be graded as such and no consideration will be made for format changes to your documents. Posting will not be attached to the Forum.

Assignments not submitted through Blackboard, as indicated above will not be accepted.

Case Study Assignment Guidance & Format:

The Case Study assignments are to be formatted in APA Style using my example with appropriate headings and sub heading. Refer to the Example Documents above the Weekly Assignments page on the Contents Page of Blackboard Ultra. Your narrative must follow the APA Style (standard double line spacing with no additional spacing, Times New Roman, Font size 12, with 1-inch margins all around). A title Page **is** required.

At this point, let me remind you that if you use Microsoft Word to produce your paper, its default margin settings are not APA format. You must change the settings per APA requirements. Use only 12-point Times New Roman font on your papers. Since a word processor is likely to be used in the preparation of the paper, it is expected that there will be NO spelling errors. I will caution you that 'Spell Check' will not catch words spelled correctly but not in the correct context. Accuracy is important. Grammar and spelling errors will be penalized at 1 point per occurrence. Clarity can affect understanding. If your work is difficult to understand, the content is questionable.

Proper credit for references used will be included and will be cited within the paper as well as in a References page. There will be at least **two (2)** outside peer-reviewed references used (the textbook does not count as one). Articles must have an Author and published date. **This is important:** Magazines, Blogs, Newspapers, and Wikipedia documents are **not** acceptable.

Therefore, you will have to do some research to back up your conclusions.
Note: The APA style of writing includes a References page. It does not have a Works Cited page or Bibliography.

Papers will be consistent with the APA style manual format. (The requirement for APA style of writing will be worth at least approximately 20% of your grade.)
On Blackboard in the Main Menu section, Information/Syllabus you will find the Rubrics and examples that will be used to grade Research Paper, Case Studies, and Discussions. There is also a link to the Wayland Library (LRC) and one to the Wayland Writing Center if you need help. I am also available via email.

Exams:

Exams are presented on Blackboard. There will be a Mid-Term and a Final Examination. Each will cover the material listed on the schedule. The final is NOT comprehensive. The Exams are administered online in Blackboard and do not require proctors. You will receive an immediate feedback on your score on the

objective portion of the exam, but the essay questions will have to be graded by me on an individual basis whereupon you will receive the total exam score.

Topics:

Your Research Paper for the course must be consistent with the content of the material covered in the Required Text for this course. Review of the Table of Contents provides an excellent reference for you to determine a valid topic for your research. Begin early. Plan ahead, upon selecting your topic, use the example provided, and submit your request for approval. Once approved, begin an earnest effort in completed this major project for the course.

Research Paper Format and Guidance:

The Research Paper will consist of **not less than 8 pages of narrative** (standard double-spaced with 1 inch margins all around) of TEXT in length (Title Pages, Tables of Content, figures, pictures, graphs, and references will not be counted as text. **Title Page** is required. Table of Contents **is not** required; an Abstract is required.) As stated in the Essay Guidance, Microsoft's default setting must be adjusted to preclude incorrect setting for APA Style papers. This is a replication of what is stated earlier in this syllabus: This will keep paper length consistent for everyone. Since a word processor is likely to be used in preparation of the paper, it is expected that there will be NO spelling errors. 'Spell Check' will not catch words spelled correctly but not in the correct context. In all Master's level courses, expectations of proper grammar are higher than in undergraduate programs. Grammar and spelling errors will be penalized at 1 point per occurrence. Clarity can affect understanding. If your work is difficult to understand, the content is questionable.
Proper credit for references used will be included and will be cited within the paper as well as in a References page. There will be at least four (4) outside **Peer Reviewed** references used (text books do not count as references). In other words, you will have to do some research to back up your conclusions.
Direct quotes should not be used. Synthesize and paraphrase, then cite the author. Do not over cite in your essay or term paper. Papers will be consistent with the APA style manual format. (The requirement for APA style of writing will be worth at least 20% of your grade.). See example in Blackboard.
In the Course Info/Syllabus section of Blackboard is a rubric that will be used to grade the Research Paper. There is also a link to the **Wayland Library (LRC)** and one to the **Wayland Writing Cente**r if you need help. I am also available via email.
NOTE: Keep a copy of your work until the end of the course; recording errors may occur.

Attribution:

All works and illustrations used in your paper must be cited; this means crediting the source where you found the information used to support your work. If you fail to give credit for copyrighted information you present as your own work, that constitutes plagiarism and will be penalized with a zero for the project. References and citations must support all statements of fact. Use of Chatgpt, Copilot, or other AI tools are not acceptable and will be treated as plagiarism resulting in a Zero for the submission.

NOTE: An author must be a **person**, and the date is the **year** of publication.
Citations should be in the format: (Author(s), date) or if for a quote [Author(s), date, page]. If the Referenced article is no longer than one (1) page the citation for a quote should be (Author(s), date, paragraph). If citations are not correct, a minimum of 10% will be deducted.

Incorporation of Faith is required in all Wayland Baptist University courses. Incorporating biblical scripture meaning into the daily operation of organizational behavior. Doing so is essential in fulfilling Wayland Baptist University's mission to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind

References:

This is the source material you used to support your research project. Sources without an author and/or date should not be used. Look in the APA manual or in the Wayland Writing Center/Research and Writing Guides. If References are not correct, a minimum of 10% will be deducted.
If neither references nor citations are given for your research for Homework Assignments, your score will be Zero.

NOTE 1: References without an author (person) and a date (year of publication) will not be accepted (This means references must have both).

.NOTE 2: ALL weeks end on Sunday. All assignments and quizzes for each week are due by 11:59 pm, midnight on the Sunday ending the week. The Final Exam is due on the date scheduled.