# "WBUlogo"

Wayland On-Line

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, lifelong learning, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 5325-VC01, Organizational Development and Behavior

# **4. TERM**:

Spring, 2018

# **5. INSTRUCTOR**:

Dr. Hillary Hodges

# **6. CONTACT INFORMATION**:

Office phone: NOTE – I am in the process of moving, so I do not yet have an office phone

WBU Email: Hillary.hodges@wayland.wbu.edu

Cell phone: 907-222-1118 (msg only)

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

 By appointment (Central Time Zone)

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

Meeting day & time: On Line

# **9. CATALOG DESCRIPTION**:

A systems approach to analyzing and developing organization structure and function; organizational change; measurement of results; strategic and ethical implications of diversity and change management; impact on sustainability.

# 10. PREREQUISITE:

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

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| Organization Development and Change | Cummings | 10th | 2015 | Cengage | 9781-13319-0455 | 8/26/14 |

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| \*\*\*\*Suggested Supplement In Addition to Selected Text, if Desired.  |

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| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Diagnosing and Changing Organizational Culture  | Cameron | 3rd | 2011 | Wiley & Sons  | 9780-47065-0264 | 6/11/13 |

# 12. OPTIONAL MATERIALS: None

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

* Demonstrate an understanding of organization development and identify the need for change and renewal.
* Analyze organization culture and hypothesize on the behavior of individuals in an organization.
* Analyze the factors contributing to an accelerating rate of change, and make recommendations to enable individuals and groups to cope with change.
* Role-play an OD consultant.
* Research system parameters and recognize symptoms, problems, and causes to change programs, and recommend strategies that can increase motivation to change.
* Identify the range of 3 major OD intervention techniques and how they may be applied.
* Compare team problems and why teams may not be operating at optimum capacity.
* Contrast organization transformation (OT) in relation to the change process.

# 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**:

Participation/Attendance 30% A = 90-100%

Quizzes 30% B = 80-89%

Final Project 40% C = 70-79%

 100% D = 60-69%

 F = below 59%

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

*This syllabus subject to change with one-week notice to students*

|  |  |  |
| --- | --- | --- |
| **Week** | **Topics Covered** | **Reading and Homework** |
| 1 | IntroductionWhat is Organizational Behavior?The Nature of Planned Change | Chapter 3 & 4 |
| 2 | The Organization Development PractitionerEntering and ContractingQuiz #1 (Chapter 1 & 2) | Chapter 5 & 6 |
| 3 | DiagnosingCollecting, Analyzing, and Feeding Back Diagnostic InformationQuiz #2 (Chapter 3 & 4) | Chapter 7 & 8 |
| 4 | Designing InterventionsManaging ChangeQuiz #3 (Chapter 5 & 6) | Chapter 9 & 10 |
| 5 | Evaluating and Institutionalizing Organization Development InterventionsInterpersonal and Group Process ApproachesQuiz #4 (Chapter 7 & 8) | Chapter 11 & 12 |
| 6 | Organization Process ApproachesRestructuring OrganizationsQuiz #5 (Chapter 9 & 10) | Chapter 13 & 14 |
| 7 | Employee InvolvementWork DesignQuiz #6 (Chapter 11 & 12) | Chapter 15 & 16 |
| 8 | Performance ManagementTalent ManagementQuiz #7 (Chapter 13 & 14)**DRAFT OF FINAL PAPER DUE** | Chapter 17 & 18 |
| 9 | Workforce Diversity and WellnessTransformational ChangeQuiz #8 (Chapter 15 & 16) | Chapter 19, 20 & 23 |
| 10 | Continuous ChangeTransorganizational ChangeFuture Directions in Organizational Development**\*FINAL RESEARCH PROJECT DUE**Quiz #9 (Chapter 17 & 18) |  |
| 11 | Quiz #10 (Chapters 19, 20 & 21) | \*All final work submitted |

\* Not accepted late

This syllabus is subject to change as needed, or as seen fit by the instructor.

# 19. ADDITIONAL INFORMATION

**Communication:** Unless you indicate otherwise, and make alternative arrangements, the instructor will use your Wayland issued email to contact you, if needed. Please make sure that you check that email account regularly.

Please note that Wayland Baptist University has library resources available through the following link: <http://www.wbu.edu/academics/academic_resources/wayland_learning_resource_center_library/tutorials/tutorials.html>. Students are encouraged to use this resource when working on their papers, projects, etc. Tutorials for accessing library resources are linked from the homepage.