# "WBUlogo"

Plainview Campus

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 5305- PL01, Organizational Theory

# **4. TERM**:

Winter, 2018 (Nov 12 - Feb 16)

# **5. INSTRUCTOR**:

# Dr. Christopher A. Osuoha

# **6. CONTACT INFORMATION**:

Office phone: 806-291-1036

WBU Email: osuohac@wbu.edu

Cell phone: 806-690-5913

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

 M 2 pm - 4pm, T 1- 3 pm, W 2 - 5 pm, TR 9 - 12, 2 -3 pm, F 10.50- 12.30 pm - Nunn Business Bldg. Room NBB 103C or by appointment.

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

Time to be decided, NBB 210

# **9. CATALOG DESCRIPTION**:

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

# 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** |
| Organizational Theory and Design | Daft | 12th | 2016 | Cengage Learning | 978-130562-9943 | 6/11/13 |

***NOTE:*** *This is an exclusive ISBN # for a loose-leaf version provided by the Cengage representative and available ONLY at our WBU Bookstore.*

# 12. OPTIONAL MATERIALS

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

* Describe an organization as an open system & hypothesize its application.
* Identify the forces that influence environmental uncertainty.
* Discuss the focus in modern organizations on the History of Western Industrialization.
* Develop a methodology for studying organizations.
* Summarize how designing the organization to fit strategy and other contingencies can lead to organization effectiveness.

# 14. ATTENDANCE REQUIREMENTS:

The University expects students to attend each class session. A minimum attendance criterion of 75% is established for this course. Higher attendance will be rewarded (1 bonus point added to final average for each 5% above 75%). Lower than 75% is not acceptable (1-point reduction for each 5% below). Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course.

# **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**:

|  |  |
| --- | --- |
| **Grading Criteria and Calculation** **A. Exams: 40%** Midterm: 20% Final 20% **B. Assignments and Quizzes: 40%**Assignments 20% Quizzes 20% **C. Presentations 20%**  **100%** | **Grading Scale**90 % to 100 % = A80 % to 89 % = B70 % to 79 % = C60 % to 69 % = DBelow 60 % = F |

**Blackboard:** Blackboard will be used for posting lecture notes, summaries and power point presentations. The blackboard is not a substitute for in-class lectures but a learning tool to support it. Assignments may be posted on blackboard periodically and it is the students’ responsibility to check, complete and turn them in using the prescribed format within the time frame given. Quizzes will be conducted in the class and or online. No late homework will be accepted.

**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

|  |  |
| --- | --- |
|  | **Classroom** |
| Week | Date | Chap. | Topic |
| 1 | Nov  | 1 | Organization and Organizational Theory |
| 2 | Nov | 2 | Strategy, Organizational Design & Effectiveness |
| 3 | Nov | 3 | Fundamentals of Organization Structure |
| 4 | Dec | 4 | The External Environment |
| 5 | Dec | 5 | Interorganizational Relationship |
| 6 | Dec | 6&7 | **Midterm Exam**Designing organization for International Environment Manufacturing and Service Technology  |
| 7 | Jan | 8 | Using IT for Coordination and Control |
| 8 | Jan | 9 | Organization Size, Life Cycle, and Decline |
| 9 | Jan | 10&11 | Organizational Culture and Change/ Innovation and Change |
| 10 | Jan | 12 | Decision-Making Process |
| 11 | Feb  | 13 | Conflict, Power & Politics |
| 12 | Feb |  | **Final Exam** |

# 19. ADDITIONAL INFORMATION

19.A Your textbook is in electronic form and is available right here in Blackboard in this course room – **NOW!.**

The cost of the text will be added to your student account balance. It is significantly less than a printed version.

**With this electronic textbook, you are able to start reading right at the first day of class**. Note: instructors can access analytics to see your reading progress through the book. Other actions include:

* highlighting
* making notes and sharing notes
* flashcards and bookmarks
* reading offline
* Short Video for [How to Use the eTextbook](https://www.youtube.com/watch?v=6PTIm2xWiKk) and all features

If you have **courseware that includes coded content** follow these instructions to access the materials:

* Video for [Accessing coded courseware content](https://youtu.be/E_uPmrsT0sw)

**If you purchase a hard copy textbook or access code from any source (bookstore, Amazon, etc.)**

**You want to Opt Out – or stop payment on and use of this etextbook**

* Click on the Redshelf Textbook link in your course
* “View course details” is found under the **green view course materials button**
* "**Opt Out**" no later than December 4th or you will charged!
* Video on [How to Opt-Out](https://youtu.be/mxTj3-GGqCM)
* **DO NOT attempt to print any part** of the textbook or you will be charged.

**VA Chapter 31 students who need a receipt** for book purchase for the government:

* Open this responsive form and fill it out. (except verification line)
* Sign the form attached below ( electronic or "print and sign")
* Click on the name of your campus
* Attach your completed and signed form to the generated email.
* Add your name and contact info in the body of the email.
* Hit send!
* If you choose to, you can mail form to your campus.

**Campus VA connections**

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| --- | --- | --- |
| Albuquerque | Altus | Amarillo |
| Anchorage | Clovis | Fairbanks |
| Hawaii | Lubbock | WBUonline |
| Phoenix | Plainview | San Antonio |
| Sierra Vista | Tucson | Wichita Falls |

Questions? email [textbooks@wbu.edu](file:///C%3A%5CUsers%5Ccindym%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5C3JK88KH1%5Ctextbooks%40wbu.edu)

19 B **VA Chapter 31 etextbook receipt**

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| **Table form to complete Type of information** | **Area to enter text.** |
| Name:  |  |
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| Course Name or ID:  |  |
| eTextbook Title  |  |
| Cost (per your student services account)  |  |
| Verified by business office ☐  | Name of Verifier  |

 Signature of Verifier.