# "WBUlogo"

Virtual 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 and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 4313 Organizational Structure

# **4. TERM**:

Fall, 2018

# **5. INSTRUCTOR**:

Mike Melcher

# **6. CONTACT INFORMATION**:

Office phone: 806-291-3431

WBU Email: melcherp@wbu.edu

Cell phone: 806-676-2060

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

Call cell or email

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

Meeting day & time:

# **9. CATALOG DESCRIPTION**:

# 10. PREREQUISITE: MGMT 3304 or consent of Dean

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

#  “Organization Theory & Design” Richard L. Daft Cengage Learning ISBN: 978-1-285-86634-5

“Wayland Baptist University has partnered with RedShelf to bring Inclusive Access, which is a digital copy of the required textbook available on Blackboard day one of class. The prices are very competitive with the market and in most cases below the standard cost. The price of the textbook will be billed to your student account. To check the price of the textbook please locate your required course material at [www.bookstore.wbu.edu](http://www.bookstore.wbu.edu). Once you access the textbook it will ask you if you would like to opt-out. If you choose NOT to use this version you MUST opt-out or you will be charged and refunds are not available.”

# 12. OPTIONAL MATERIALS

(Fill in from approved Textbook list)

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

COURSE COMPETENCIES:

Upon completion of this course the student should be able to:

* Explain the components of organizational environments.
* Discuss the criteria used in choosing an appropriate organizational intervention strategy.
* Describe the systems approach to the study of organizations.
* Critique an organization’s current structure and problems.
* Discuss the relationship of an organization’s structure and culture.

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# 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**:

COURSE REQUIREMENTS and GRADING CRITERIA:

WEEKLY ASSIGNMENTS: 25 % of total grade

Student will read weekly assignment and post a summary or their thoughts, opinions, and highlights of the material as they deem relevant. This posting should be in the students own words and should consist of at least 3 to 4 paragraphs in length. Initial postings should be submitted to blackboard by Friday so that discussion can begin. Each student should respond to at least two other students posting. Grading will be based on participation, thought process, and relevance to the subject. Participation is vital for acquiring 25 points for this section. This is the most important section of your overall grade.

RESEARCH PAPER: 25 % of final grade

Student will write at least 2,500 words in a research paper on an approved topic. Topics will be posted the first week of class or student may select their own with approval of instructor. Paper will be graded on content, organization, grammar, style, and resources. Paper must comply with APA format and have at least 8 acceptable references, acceptable meaning wiki or others like this is not an acceptable reference.

MID-TERM EXAM 15 % of final grade

Mid-term exam will be essay format and cover material in first half of semester open book.

CASE STUDY: 20 % of final grade

This project will require you to do an in depth breakdown of all elements of the study.it may be written in any format and grade will be determined on the ability of the student to dissect and translate the meaning of the Case and a stated outcome and analysis

FINAL EXAM 15% of the final grade

Final Exam will be essay format. It will cover the last half of the semester. Open book.

# 18. TENTATIVE SCHEDULE

Week 1----Daft Read Part 1 and do discussion

Week 2 Open to Instructor

Week 3 ----Daft Read Part 2 and do discussion

Week 4 Research Paper abstract

Week 5 ----Daft Read Part 3 and do discussion

Week 6 Midterm exam

Weelk 7 -Daft Read Part 4 and do discussion

Week 8 Daft Read chapters 10 and 11 do discussion board

Week 9 Daft Chapters 12 and 13 do discussion board

Week 10 Final Exam

Week 11 Case Study is due last day of class

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.”

# 19. ADDITIONAL INFORMATION

All discussion board ends at Midnight on Monday unless instructed differently by Instructor. Please contact me if you have a problem.