Mgmt. 326 Organization Theory and Behavior  
Spring, 2010  
Course Outline

Instructor: Dr. Wendy Eager  
Office: 336 Riverpoint  
Office Hrs. MW: 4:30-6 PM (R)  
TR: 2-3 PM (KGS 308)  

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Required Materials: 4 SCANTRON forms

Course Description:  
This is a comprehensive survey course which includes both traditional material and emerging issues and topics in management. Major topical areas include the environmental context of management and the basic management functions of planning, organizing, leading, and controlling. Included are discussions of: ethics, multiculturalism, strategic planning, organizational change, motivation, leadership, interpersonal relations, and communication.

Students will be provided with opportunities to apply the text concepts during case analyses, experiential exercises, video assignments, and class discussions. Individual and team formats will be used.

Course Objectives:  
Upon completion of the course, a successful student should be able to:  
1. Discuss the knowledge and skills required by managers operating in diverse organizations including such topics as: personality, culture, perceptions, and attitudes.  
2. Explain the importance of vision and strategy for decision-making.  
3. Describe management under conditions of change.  
4. Summarize major research in motivation, learning, and goal-setting and demonstrate their practical application.  
5. Discuss the importance of communication and interpersonal skills in today’s business world.  
6. Summarize major research in: leadership, power, ethics, and social influence and demonstrate their practical application.
Class Activities:

Tests will be multiple choice in nature. The final exam is not comprehensive. The tests will focus heavily on text content and application.

If you miss a test, you need to notify me of your circumstances that day or as soon as possible. Make-up exams will be available for individuals with legitimate excuses.

Assignments: Students will be required to complete four (4) written (typed, double-spaced) assignments during the quarter. Assignments will be distributed during class periods. Due dates are noted on the course schedule. If you are absent, when an assignment is given, you can pick up a copy during my office hours or you may contact a classmate.

Late assignments will not be accepted except in cases of emergency.

Please note that grading will be based on the quality and accuracy of your response as well as your written communication skills (spelling, grammar, punctuation and composition).

Report: Teams will choose to discuss either the “best practice” of a specific company OR the current issues affecting a business and/or industry (4-5 pages, plus reference page) and present their work (approx. 10 min.) to the class. See separate sheet for project requirements and criteria for grading.

Discussion, Professionalism, and Attendance: Students should come to class prepared to discuss the assigned readings and to participate in the events scheduled in a professional manner. Attendance alone is not sufficient to receive full credit in this category. If you miss a class period, you are responsible for finding out what you missed. Participation will be noted throughout the quarter.

Class Environment:

Professionalism: Classroom professionalism is to be maintained at all times. This means that when someone is speaking or presenting their work, students should remain seated and the classroom should be silent, with the exception of invited questions. (As in any academic environment, questions are welcome, but informal chatter becomes a distraction for all those in attendance.)

Electronic devices (phones, i-pods, etc.) should not be used during class. Failure to adhere to these standards will impact the student’s grade.

Academic Integrity:

Any questions of Academic Integrity will be handled as stated in the EWU Academic Integrity Policy. This policy is on the EWU web site. Violations will result in a course grade of X.X.
Equal Opportunity
No person shall, on the basis of age, race, color, gender, sexual orientation, gender identity, national origin, or disability, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity of Eastern Washington University.

Affirmative Action
Eastern Washington University adheres to affirmative action policies to promote diversity and equal opportunity for all faculty and students.

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Student Support: The university is committed to providing support for students with disabilities. If you are a student with physical, learning, emotional, or psychological disabilities needing an accommodation, you are encouraged to stop by Disability Services (DSS), TAW 124 and speak with Kevin Hills, the Manager of DSS or call 509-359-6871.

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Grading
Tests (4x100) 400 points
Assignments 100 points
(4x25)
Report 50 points
Discussion, Professionalism, & Attendance 100 points

650 points

Grading Scale (general guidelines)
90-100 3.7-4.0
80-89 2.7-3.6
70-79 1.7-2.6
60-69 .7-1.6
<60 0
Tentative Schedule*
* (This schedule is tentative and may be revised in order to accommodate special circumstances that may arise in class.)

Mar. 30 & Apr. 1
Introduction/Expectations
Team Formation
Part 1: An Introduction to Management
Ch. 1 Managing and the Manager’s Job
Part 2: The Environmental Context of Management
Ch. 3 The Environment and Culture of Organizations

Apr. 6 & 8
Ch. 3 continued
Ch. 4 The Ethical and Social Environment
Ch. 5 The Global Environment (p. 117-124 & 133-139)

Apr. 13 & 15
TEST 1
Assignment 1 Due
Ch. 6 The Multicultural Environment

Apr. 20 & 22
Part 3: Planning and Decision Making
Ch. 7 Basic Elements of Planning and Decision-Making
Ch. 8 Managing Strategy and Strategic Planning

Apr. 27 & 29
Ch. 9 Managing Decision Making and Problem Solving
Assignment 2 Due
TEST 2/Company Reports begin

May 4 & 6
Part 4: The Organizing Process
Ch. 11 Basic Elements of Organizing
Ch. 13 Managing Organization Change and Innovation

May 11 & 13
Ch. 14 Managing Human Resources in Organizations
Assignment 3 Due
Part 5: The Leading Process
Ch. 15 Basic Elements of Individual Behavior in Organizations

May 18 & 20
TEST 3
Ch. 16 Managing Employee Motivation and Performance
May 25 & 27
Ch. 17 Managing Leadership and Influence Processes
Ch. 18 Managing Interpersonal Relations and Communication

June 1 & 3
Ch. 19 Managing Work Groups and Teams
Ch. 20 Basic Elements of Control
Assignment 4 Due

June 9
TEST 4