



University of North Texas at Dallas

Fall 2016 Organizational Behavior Syllabus Wednesday

Course: Organizational Behavior, Course # 3720-001
Semester: Fall 2016; Credit Hours: 3
Date/Time: Wednesday 7-10pm
Classroom: UNT Dallas Room # (BLD DTW – RM 307)
Instructor: William Ingram
Office Hours: Monday – 2-4pm, Tuesday 5-7pm, Wednesday 5-7pm
Office: UNT Dallas Room # TBD
E-mail: William.ingram@untdallas.edu
(When e-mailing, please indicate the class name and number)

TEXT

Required textbook: Organizational Behavior, 17th Edition. Robbins and Judge. Pearson.

OBJECTIVES

- Demonstrate an understanding of individual behavior in organizations.
• Define individual attitudes and job satisfaction.
• Identify recent findings about individual differences in the workplace.
• Define individual perception and decision making.
• Demonstrate an understanding of concepts and applications of employee motivation.
• Define group behavior and work teams.
• Identify communications processes in formal organizations.
• Define contemporary issues in leadership.
• Identify issues related to power and politics.
• Define organizational culture.
• Demonstrate an understanding of issues related employee emotions and moods, conflict and negotiation in organizations, organizational structure, human resources practices, organizational change, and stress management

Learning measures (Grading scale)

Table with 2 columns: Grade (A, B, C, D, F) and Score Range (900-1000, 800-899, 700-799, 600-699, 000-599)

Grading:

Quizzes 17 @ 20pts	340
Midterm	200
Final	200
Case Studies 4 @ 25pts	100
Attendance	60
Participation	100
Total	1000

Quizzes

Students will be required to take an online quiz that will be due before class. Students will be assigned a chapter to read before the lecture and then take the corresponding quiz through blackboard before the lecture. Quizzes will close when class starts and not reopened for any reason.

Midterm

There will be 1 midterm given on Oct. 5. The test will cover the lectures discussed in class up to that point. The midterm will consist of multiple choice, true/false, short answer, and essay questions. The midterm is worth 200 points. The midterm will be taken in class.

Final

There will be 1 final given on TBD. The test will cover the lectures discussed in class from the midterm to the end of the semester. The final will consist of multiple choice, true/false, short answer, and essay questions. The final is worth 200 points. The final will be take in class.

Case Studies

Each student will be responsible for reviewing four case studies and writing up a report on each one. Specifics of what each write up will need to contain will be discussed in class and may vary based on each case. The written report should be about 2 pages long, typed.

Attendance

Attendance is expected. Each student will be allowed 2 unexcused absences before points will be deducted from their attendance score. Excused absences will only be permitted from authorized school function or emergency. Both most have proper documentation to be excused.

Participation

Participation is required for this class. Most classes will have open discussions as part of the lecture. Students are required to participate and after doing so will receive a ticket. Tickets will be collected at end of the class and the professor will keep track of participation points.

Schedule of Assignments

Date	Assignment Due	Lecture	Assignment Given
8/24		Introduction	Quiz 1 and 2,
8/31	Q1 Q2	Ch. 1 and Ch. 2	Work on CS 1 Quiz 3 and 4
9/7	Q3 Q4 CS 1 Due	Ch. 3 and Ch. 4	Quiz 5 and 6
9/14	Q5 Q6	Ch. 5 and Ch. 6	Quiz 7 and 8,
9/21	Q7	Ch. 7	Work on CS 2
9/28	Q8 CS 2 Due	Ch. 8	Study for Midterm
10/5		Midterm	Quiz 9 and 10,
10/12	Q9 Q10	Ch. 9 and Ch. 10	Quiz 11 Work on CS 3
10/19	Q11 CS 3 Due	Ch. 11	Quiz 12
10/26	Q12	Ch. 12	Quiz 13
11/2	Q13	Ch. 13	Quiz 14,
11/9	Q14	Ch. 14	Work on CS 4 Quiz 15 and 16
11/16	Q15 Q16 CS 4 Due	Ch. 15 and Ch. 16	
11/23		O.O.C. Assignment	Quiz 17
11/30	Q17	Ch. 17 and Ch. 18	Study for Final
12/?		Final	

Students with Disabilities (ADA Compliance): The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students' with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. Grades assigned before an accommodation is provided will not be changed as accommodations are not retroactive. For more information, you may visit the Student Life Office, Suite 200, Building 2 or call Laura Smith at 972-780-3632.

Student Evaluation of Teaching Effectiveness Policy: The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SETE to be an important part of your participation in this class.

Policy on Missing Exams & Other Assignments: SPECIAL NOTICE: There is no provision for missing or making up a missed assignment, case study, presentation, or any other syllabus specified component of this class. Further, no component of this course will be administered at a time different than that provided in the course syllabus. Verifiable cases of birth; death; serious family and/health problems; act of God (unpreventable events resulting from natural causes such as hurricanes, tornadoes, floods, and storms – accidents which are not the results of human factors); transportation accidents, bona fide racial, ethnic, cultural, religious, age, gender, or disability factors; UNT official events may constitute grounds for accommodation and will be dealt with on a case-by-case basis. Work, marriage, personal or work-related travel, and other personal situations not described above DO NOT constitute grounds for accommodation. If the above policy does not suit your situation, then please make other enrollment arrangements.

Academic Integrity: Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at http://www.unt.edu/untdallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic_Integrity.pdf for complete provisions of this code.

Bad Weather Policy: On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically.

Attendance and Participation Policy: The University attendance policy is in effect for this course. Class attendance and participation is expected because the class is designed as a shared learning experience and because essential information not in the textbook will be discussed in class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they are absent.

Diversity/Tolerance Policy: Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive and inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Center for Student Rights and Responsibilities as the instructor deems appropriate.

Miscellaneous: Your professor also reserves the right to change any of the requirements, procedures, schedules, assignments, and criteria contained in this Syllabus. A waiver by the professor of any specific item in this Syllabus for the class or for a particular student for a particular instance does not constitute a waiver of any other item in this Syllabus nor does it constitute a subsequent waiver of that particular item. Students who generally seem not to be paying attention in class (e.g., reading a newspaper, trying to check email/sending text messages, chatting with classmates, etc.) or who are disruptive, will be presumed to be so well prepared for that day's class that they are actually frustrated at not being more actively involved in the class. Therefore, such behavior will serve as a signal to your professor that the student wishes to more actively participate in class and will be given the opportunity to do so. Note: Although we will be discussing various rules of law as they relate to particular situations presented in the assigned readings, we cannot discuss any personal "legal" situations pertaining to students. In particular, no legal advice can or will be given to any student.