Fall 2015

MANG 6401

Matt Zingoni

University of New Orleans

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MANG- EMBA - 6401 –SEMINAR IN ORGANIZATIONAL BEHAVIOR
Saturday, 8:00 – 6:00
University of New Orleans
Fall – 2015

Professor Matt Zingoni, Ph.D.                          Email: mzingoni@uno.edu
Office: KH 351                                           Office Hours: Wednesday 3-5
Phone: (504) 280-7156                                      Monday & Tuesday 12:00-2:00
Cell: (401)345-1076                                      (also by appointment)

Syllabus and Enrollment:

By enrolling in this course, you agree to the policies and requirements set forth in this syllabus.

Course Objectives:

By the end of this course, you will gain the tools and knowledge to:

• To increase your understanding of core principles of organizational behavior, upon which important management skills are based.
• To improve your competence with several critical management skills

Course Description:

A study of organizational behavior across all levels of organizational life: the individual, interpersonal, group, organizational, and society. Problems to be discussed and dealt with include motivation, communications, leadership, group dynamics, power, organizational structures and design, and various types of environmental constraints including competition, markets, and governmental regulations.

Required Reading Materials:


Learning Methods:

Class sessions will be interactive in nature and will utilize a variety of tools and learning methods, including lecture/discussions, audio programs, videos, and case analyses. Participants are expected to contribute their informed points of view during class, as discussion is a very powerful learning mechanism. It is essential that students are prepared for class sessions; otherwise classroom learning will be hindered. Students are responsible for the text, classroom discussion notes, other readings, and assignments. Active participation and regular attendance are major determinants of your performance.
Evaluation:

Your final grade will be based on three components: two examinations, and a team presentation. All course components must be completed before a final grade can be computed.

1. Mid-Term Exam       30 points
2. Team presentation    30 points
3. Quizzes (2 @ 10%)    20 points
4. Final Exam          20 points
                       100 points

Grading will be assessed as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>90 &amp; Above</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89.99</td>
<td>B</td>
</tr>
<tr>
<td>70 – 79.99</td>
<td>C</td>
</tr>
<tr>
<td>60 – 69.99</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
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COURSE POLICIES

Late Policy
All assignments are due in class on the day indicated on the syllabus. Late work will receive a letter grade reduction (i.e., 10 points off) for each day (24 hour period) it is late.

Statement on Academic Integrity
Academic integrity is fundamental to the process of learning and evaluating academic performance. Academic dishonesty will not be tolerated. Academic dishonesty includes, but is not limited to, the following: cheating, plagiarism, tampering with academic records and examinations, falsifying identity, and being an accessory to acts of academic dishonesty. Refer to the UNO Judicial Code for further information. The Code is available online at http://www.studentaffairs.uno.edu/accountability.cfm

Email Policy
Email is the preferred method of communication. The university assigns all students an email account, and students are expected to “check their email daily.” Students can forward their university email accounts to other email accounts, but students bear the risk of doing so.

Other Course Policies
All accommodations for religious observances and learning disabilities will be made per university policies. In fairness to all students, only students following the university guidelines for accommodation will be accommodated. Students with Disabilities who qualify for services will receive the academic modifications for which they are legally entitled. It is the responsibility of the student to register with the Office of Disability Services (UC 260) each semester and follow their procedures for obtaining assistance.

Classroom Etiquette:
• Please do your absolute best to arrive at class on time, just as you would expect me to be on time. This is critical because being late may cost you the opportunity to take the day’s quiz.
• Treat others with respect. This includes providing others with constructive feedback, using appropriate language, and avoiding side discussions.
• Please make sure that cell phones and other devices that might provide a distraction to the class are turned off.
• Please avoid leaving and re-entering class. This is distracting and shows a lack of respect for other students.
• Don’t study for other courses or go to sleep in class.

In short, I expect you to behave professionally and to use common sense in terms of your behaviors in class

Participation
You are expected to come to class prepared by completing the reading with sufficient attention and completing any homework. You are also expected to participate in the class discussion, by answering questions correctly, making insightful comments, and participating actively in in-class exercises. In addition, you are expected to attend class, by arriving on-time and staying until the end of class. Participation is graded by my subjective assessment of your participation. All students are minimally expected to attend class. Please note that failure to attend class has the potential to detract from your grade but attending class does not further your grade. Only active participation improves your grade.

Exams:
Exams will be administered in class and are non-cumulative. No make-ups can be given for any exam without valid documented excuse. Should you miss an exam, a 15-20 page paper on a topic provided to you by the instructor will be due one week after the exam date.

Quizzes:
There will be a 2 in-class quizzes that will cover the readings that were covered since the last quiz (text, supplementary, and/or case based).

Team Presentation:
Each group will apply the concepts that we have been discussing in class to a real situation that has actually happened to or been observed by a group member. Describe the situation in detail. Indicate how it was handled. Indicate how it should have been handled according to the theories that we have discussed in class. Discuss the differences. Are the “textbook theories” things that don’t work in the “real world?” Would the theories have provided a “better” way of dealing with the situation? Would the theories have helped define the problem? Would the theories have suggested a solution? Explain. The purpose of this assignment is to get you to think about how the theories we talk about in class do or do not apply in real situations. Each group will provide me with a short “executive summary” of its presentation.
# Tentative Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
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| Saturday 10/24 | • Field of Management  
               |   Overview  
               |   Self-awareness  
               |   Creative problem solving  
               |   Presentation skills  
               |   Quiz 1               |
| Saturday 11/07 | • Motivation  
                |   Power and influence  
                |   Coaching and feedback  
                |   Quiz 2               |
| Saturday 11/21 | • Mid-term exam  
                   |   Conflict management  |
| Saturday 12/05 | • Human resources  
                      |   Presentations  |
| Saturday 12/12 | • Final Exam  |

*This course syllabus provides a general plan for the course; deviations may be necessary.*