

Fall 2015

## SOC 4101

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*University of New Orleans*

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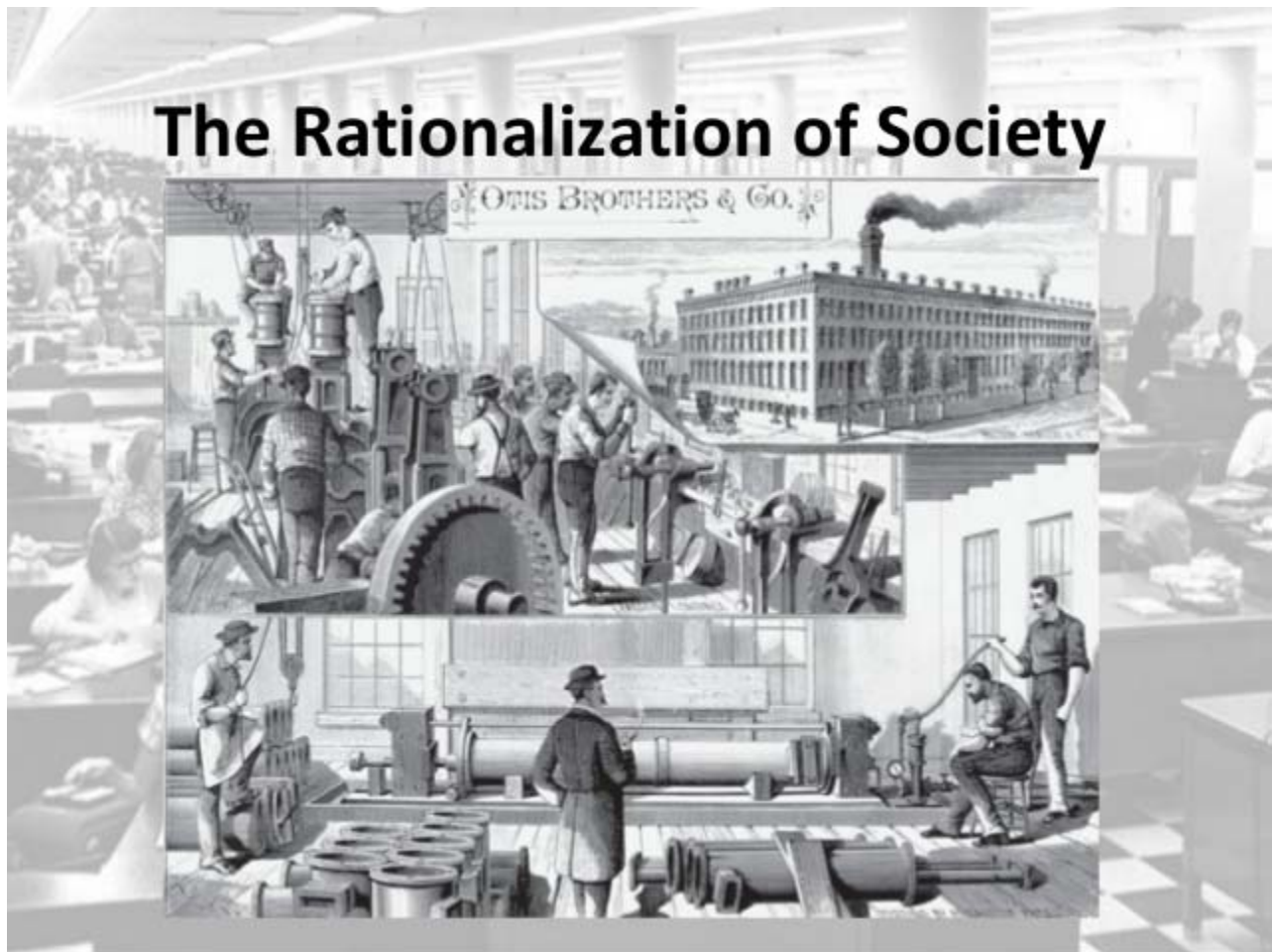
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**SOC 4101, SOCIAL ORGANIZATIONS (3 Cr. Hrs.)***Fall, 2015*

Room: MH 366; Time: 1:30 - 2:45 p.m. T, Th

Professor: Dr. Francis O. Adeola

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Office: MH 187

Phone: (504) 280-5554

Office Hours: 8:30 - 9:30, 12:15 – 1:30 T, Th. and by appointment only.

Required Texts: (1) Greenwald, Howard P. 2008. Organizations: Management without Control, Thousand Oaks, CA: Sage Publications.  
(2) Godwyn, M. and Gittel, J.H. (eds.) 2012. The Sociology of

Organizations: Structures and Relationships. Thousand Oaks, CA: Sage Publications.

## **READ THIS SYLLABUS AND KEEP THIS COPY HANDY**

### **OVERVIEW:**

*Organizations play a significant role in modern societies. They are ubiquitous and pervade almost every aspect of social life. We are born within social organization; we are socialized, educated, and acculturated within them; we are employed, earn a living, travel, seek healthcare and social well-being within them. That is, business, education, employment or career, charities, government, religion, health and medical care, and recreation activities take place within some type of organizational settings. The study of social organizations within the discipline of sociology is a recent development. It is highly essential to understand all aspects of social organizations directly affecting our everyday life.*

### **COURSE DESCRIPTION:**

**The course, SOC 4101**, Social Organizations, is a study of the structure, processes, and functioning of social organizations in modern societies. The course presents an overview of sociological perspectives on the dynamics, causes and consequences of social organizations. As an upper level undergraduate course, the course is intended to familiarize the student with concepts, issues, and a wide range of perspectives on social organizations. Emphasis will be placed on the nature of social organizations, sources, processes & dimensions of organizational change, bureaucracy, authority, power and power outcomes, organizational leadership, decision making and communication, and theoretical perspectives on social organizations.

### **OBJECTIVES:**

The primary objectives of this course are:

- (1) To introduce the student to the study of social organization as one of the most recent but very important field of study within sociology.
- (2) To acquaint the student with the major sociological perspectives, issues, and research on social organizations.
- (3) To provide an understanding of the structure, processes and dynamics of social

organizations in contemporary society.

- (4) To facilitate class interaction through dialogues, synthesis and presentation of reviewed materials to enhance sharing of ideas and knowledge among the students.
- (5) To develop a clear understanding of how individual student can participate meaningfully and actively as a member of social organization.
- (6) To learn how to critically evaluate theory and current academic research in the field of sociology of organizations.

### **KEY LEARNING OUTCOME**

Students enrolled in this course will be able to demonstrate their knowledge of substantive areas, paradigms, and research by independently conducting an original case study of a social organization. Students are also expected to be able to develop an original sociological argument in writing through course papers as well as through class oral presentations.

### **COURSE FORMAT**

Class sessions will be devoted to a combination of lectures, class discussions, audiovisuals, films/video presentations, and class presentations. Again, students should maintain preparedness to participate in class discussion/scheduled dialogue sessions by reading the assigned topic(s) in advance. Please Note: Cell-phones or beepers are not allowed in class during class sessions. They should be turned off in your bags or pockets before class begins.

### **COURSE REQUIREMENTS**

Students enrolled in this course are responsible for the following activities:

1. **Reading Assignments:** The student is required to read all assigned materials ahead of class lecture on scheduled lecture. Major points are sometimes covered in the lecture, but due to a large volume of materials incorporated, most topics or issues may be omitted. It is the responsibility of the student to read all assigned topics. Therefore, it pays to read all chapters and other materials assigned.
2. **Two (2) quizzes** will be given on scheduled dates. **Please note that there will be no make-up for quizzes missed without the instructor's excuse.**
3. **Examinations:** There will be two major examinations--the Mid-Term and Final Examinations based on class lectures, discussion, and assigned readings up-to-date.
4. **Regular class attendance** is required. Students are expected to attend all classes regularly

and punctually. A student who is not present to answer roll call will be marked absent. Please note that excessive absences (i.e., absences in excess of 3 periods will undoubtedly affect your final grade) as this will lead to a 5% reduction of your cumulative semester average.

5. **Organizational Case Study.** Each student will select one formal or bureaucratic organization and conduct a case study (research) of this organization including the history, mission or goals, structure (hierarchy) and functions, and the internal and external environmental factors affecting the operations and effectiveness of this organization in meeting its stated mission. You may contact the organization you have selected directly by phone, e-mail, or in person to collect information relevant to your case study. Your case study paper must be well-written and structured starting with executive summary, the history of the organization, its mission, scope, structure, problems and opportunities, and achievement of the organizations and internal and external constraints, your assessment of the organization, and conclusion. The page limit for undergraduate students: 10 – 12 double spaced pages with at least 8 references from books and peer-reviewed journals. For graduate students, the page limit is: 15 – 18 double spaced pages with 10 – 12 references from books and peer reviewed journals. No Wikipedia. Any internet sources must be properly referenced with the websites and date accessed included in your bibliography. **DO NOT COPY AND PASTE DOCUMENTS DIRECTLY FROM THE INTERNET. Due Date: November 24, 2015.**
6. **Extra Work Requirement for Graduate Credit:** The University requires that extra work be assigned to graduate students taking this course for graduate credit. If you're a graduate student, be prepared to do additional work to meet this requirement. Specifically, graduate students enrolled in this course will answer graduate level essay questions in quizzes and examinations as well as write a term paper that is 5 pages longer than the requirement for the undergraduate students.

**Please Note:** I do not assign extra credit. Therefore, do your best to get the maximum obtainable points from all the activities listed above.

### **LATE ASSIGNMENTS & MAKE-UP POLICY**

Make-up examinations and quizzes will not be given except under certain exceptional circumstances, such as LIFE OR DEATH situations. The student must prove his/her particular case with solid evidence beyond any reasonable doubt. Please note that generally when given, make-ups are more rigorous than regularly scheduled examination and it can only be given at the time that is mutually convenient. No make-up will be given one week after the scheduled quiz, test or examination.

Unless otherwise announced or noted, papers and assignments are due at the beginning of class on the specific due dates. Papers are considered late if they are turned in after class or dropped into my office bin or under my office door. There is a 5 points penalty for each day a paper is late and any paper that is more than 4 days late will not be accepted. I do not accept any course work that requires grading via e-

mail. **Please do not send your paper via e-mail.**

### **ACADEMIC INTEGRITY**

Each student must abide by this motto: **Honesty is the best policy!** Academic integrity is basic to the process of learning and evaluating academic performance. Any form of academic dishonesty involving cheating, plagiarism, tampering with academic records and examinations, falsification, and being an accessory to any of these deviant acts, will not be condoned. Any violation of academic integrity code will be met with severe negative sanctions. In addition to academic sanctions by the instructor including automatic “F,” students found guilty of academic dishonesty may be subject to academic sanctions including probation, suspension, and possible expulsion or dismissal from the program or from the University. For more information about academic integrity requirements, please refer to the UNO Judicial Code available online at:

<http://www.studentsaffairs.uno.edu> or  
[http://www.uno.edu/~stlf/policy%20Manual/judicial\\_code\\_pt2.html](http://www.uno.edu/~stlf/policy%20Manual/judicial_code_pt2.html)

Also see: Academic Dishonesty Policy:

[http://www.studentaffairs.uno.edu/studentpolicies/policymanual/academic\\_dishonesty.cfm](http://www.studentaffairs.uno.edu/studentpolicies/policymanual/academic_dishonesty.cfm)

Academic Integrity Brochure:

[http://www.studentaffairs.uno.edu/Judicial/judicial\\_pdfs/AcademicIntegrity\\_brochure.pdf](http://www.studentaffairs.uno.edu/Judicial/judicial_pdfs/AcademicIntegrity_brochure.pdf)

### **ELECTRONIC DEVICES POLICY**

Please Note: All portable hand-held electronic devices including cell-phones, smart-phones, pagers, I-pods, I-pads, PDAs, MP3/MP4 players, etc., are not allowed in class during class session. They should be turned off or set in silent/vibration mode inside your bag before class begins. The use of tape recorders or other recording devices is not allowed. Exception may be granted only under unusual or special circumstances approved by the instructor. The use of laptop for note-taking may be permitted provided the student does not surf the internet or check e-mails and other media during class session.

### **STUDENTS' RESPONSIBILITY**

It is the responsibility of each student enrolled in this course to:

1. Attend class regularly and punctually;
2. Complete in-class orientation;
3. Read all the assigned chapters and supplementary readings;
4. Actively participate in class discussions;

5. Complete and submit all required assignments & presentations on time on the due date; and
6. Take all tests including quizzes and examinations.

### **ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

Consistent with the Americans with Disability Act (ADA), students with disabilities needing academic accommodative services will receive them, provided they are registered with the Office of Disability Services (ODS) on campus. It is the University policy to provide, on a flexible and individual basis, reasonable accommodations to students who have disabilities that may affect their ability to participate in course activities or to meet course requirements. However, it is the responsibility of the student to register with the Office of Disability Services and follow the procedures for obtaining assistance. Students with disabilities should contact ODS at <http://ods.uno.edu/#contact> as well as the instructor to discuss his/her individual's needs for accommodations. A letter indicating the need for accommodation and what type should be delivered to the instructor as soon as possible.

### **STUDENT EVALUATION**

The final evaluation will be based on cumulative points from:

2 quizzes worth approx. 50 points each	100 points
Mid-Term Examination	100 "
2 short position papers/Reading reviews (40 points each)	80
Organizational Case Study (Term Paper)	100
Final Examination	100
Perfect Class Attendance and Active participation	20

Maximum Obtainable Points (MOPs)	500 points*
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Your semester average will be determined using the formula: Mean or average =  $\sum y_i / (\text{MOPs}) \times (100)$  where  $y_i$  is your cumulative score and (MOPs) is as defined above. **\*Please Note: The MOPs are subject to change at the instructor's discretion. However, any changes will be communicated to the student in advance.**

**GRADING SCALE:** The following grading scale applies:

**Percentage (%) Range**

**Letter Grade**

100 - 90	A
89 - 80	B
79 - 70	C
69 - 60	D
59 and below	F



## TENTATIVE COURSE OUTLINE\*

(\*This schedule is subject to change at the Professor's discretion)

<u>THE WEEK OF</u>	<u>TOPICS</u>	<u>Assigned Chapter(s)</u>
1. Aug. 20	General Introduction: Examine the Syllabus	
2. Aug. 25	Understanding Organizations: Getting Organized	Godwyn, Intro, Greenwald, ch. 1
3. Sept. 1	The Organizational Milieu	Greenwald, ch. 2; Godwyn, pp. 1-13
4. Sept. 8	Social Roles in Organizations	Greenwald, ch 4; Godwyn, chs. 5&6
<b>Sept. 10</b>	<b>QUIZ #1</b>	
5. Sept. 15	Organization Theories & Perspective	Greenwald ch. 3; Godwyn chs. 8-9
6. Sept. 22	Organizational Structure & Rules	Greenwald ch 5 Godwyn chs. 10, 13
7. Sept. 29	Organizational Structure & Rules (contd.)	
<b>Oct. 1</b>	<b>Review #1 Due with Oral Presentation/Discussion (Summary of Godwyn's readings)</b>	
8. Oct. 6	Imperative Forces and Power	Greenwald chs 6-7 Godwyn ch. 15
<b>Oct. 8</b>	<b>Examination I (Mid-Term)</b>	
9. Oct. 13	Imperative Forces & Power (contd.)	same as above
<b>Oct. 14</b>	<b>Final Date to Drop Course(s) or Resign from the University</b>	
<b>Oct. 15 - 16</b>	<b>Mid-Semester Break</b>	
10. Oct. 20	Organizational Culture	Greenwald ch. 8; Godwyn chs. 29, 30 & 34

11. Oct. 27	Organizational Dynamics: Leadership	Greenwald, ch. 9; Godwyn, chs. 22-24
Oct. 29	<b>Review #2 Due with Oral Presentation/Discussion (Summary of Godwyn's readings)</b>	
12. Nov. 3	Communications and Decision Making	Greenwald, ch. 10
<b>Nov. 5</b>	<b>QUIZ #2</b>	
13. Nov. 10	Organizational Conflict, Politics, and Change	Greenwald, ch 11; Godwyn, chs. 36-38
14. Nov. 17	Organizational Conflict, Politics & Change (contd.)	
<b>15. Nov. 24</b>	<b>Organization Case Study Report Due</b>	
<b>Nov. 26-27</b>	<b>Thanksgiving Holidays</b>	
16. Dec. 1	Bureaucracy	Greenwald, ch. 12; Godwyn, chs. 8, 10
<b>Dec. 10</b>	<b>FINAL EXAMINATION (12:30 p.m. – 2:30 p.m.)</b>	