

MANAGEMENT 315.01 - HUMAN RELATIONS IN ORGANIZATIONS

2:00-3:15, MW, GU 100

Spring 2008

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TEXT: Managerial Insight into Human Behavior, Adler, 2008.

COURSE OBJECTIVES

- Develop an understanding of human behavior in organizations and management of human resources.
- Develop skills in human relations and decision making in human problem situations.
- Develop an understanding of effective management of a workforce composed of highly diverse individuals.
- Develop a framework for the analysis of human performance in organizations. Includes:
 - Understanding individual behavior and motivation
 - Understanding interpersonal interaction and communication
 - Understanding group processes, teamwork, and leadership
 - Understanding management practices to improve human performance and productivity

			Course Grade <i>More than three unexcused absences results in one letter-grade drop.</i>
Assignments	Points		
Exam 1 - Feb 27 (W) Chs. 1-6	100		A = 90-100% B = 80-89% C = 70-79% D = 60-69% F = below 60% If S/U graded, S = 70%
Exam 2 – Apr 2 (W) Chs. 7-10	100		
Case/Portfolio (3 cases @ 50 points each) due April 30	150		
Final Exam (comprehensive)	100		

- **Incompletes ("I" grades):** Given for passable work that could not be completed due to circumstances beyond the student's control (e.g., severe illness, death in the immediate family). These circumstances must have developed after the last day to withdraw from the course. Requests for "I" grades should be made to the instructor, but must be approved by the Management Department Head.
- **Withdrawals:** It is the responsibility of the student to know important dates such as University drop dates; last day to withdraw with a W is March 10, 2008. Moreover, it is the responsibility of the student to officially withdraw from any class that he or she intends to drop.
- **Cheating:** Cheating will not be tolerated. Punishment for those caught cheating will be an "F" in the course. The person will also be subject to further sanctions as indicated in the student code of conduct.
- **Attendance:** More than three non-documented (i.e., doctor's excuse, athletic note, etc.) will result in one letter grade penalty.
- **Exam make-ups.** You are allowed make-up exams missed during the semester. A two-hour time block will be pre-set for finals week for ALL make-up exams. (Note: If you missed two exams then you will have only two hours on the assigned date & time period to take the exam(s)). The date & time will be provided during the course of the semester.
- **Disabilities/Employee Relations:** Feel free to call the Director of Institutional Equity at 505-646-3635 with any questions you may have about NMSU's Non-Discrimination Policy & complaints of discrimination, including sexual harassment. Call the Coordinator of Services for Students with Disabilities at 505-646-6840 regarding student issues related to the

Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973. All medical information will be treated confidentially.

Cases: The three cases are analysis papers are due on April 30, 2008. No late turn-ins will be accepted (i.e., close of business at 5:00pm on due date in Dr. Adler's office). Early turn-in's of cases are also welcomed.

Instructions for case analyses

- You must respond to all the questions assigned. Your analysis will be graded on the following three items (all equally weighted):
 - logic of your analysis & recommendations.
 - integration of course materials up to the material covered in class up to the due date for each case.
 - use of correct English grammar & spelling.
- All case analyses must be handed in at class time on the due date. Late assignments will not be accepted.
- Again, cases can be turned in earlier than the due date but not later unless due to documented medical or other serious emergency situation.

COURSE OUTLINE - MGT 315.01 - Spring 2008 (Adler)		
Date	Subject	Book Chapter
Jan	16 W	Course overview
	21 M	Martin Luther King Holiday
	23 W	History and Challenges
	28 M	Four Anchor Organizations
	30 W	Project X Mini Case
Feb	4 M	Danny Case
	6 W	Psychological Foundations
	11 M	Values Case
	13 W	Motivation Theories
	18 M	Needs Mini-Case
	20 W	Learning Theories
	25 M	Social Complexities
	27 W	EXAM 1: Chs. 1-6 & material covered in class
Mar	3 M	Review Exam 1
	5 W	Teams in Organizations
	10 M	Decision Making Theories
	12 W	Decision Making Theories
	17 M	Communication Issues
	19 W	Communication Mini-Case
	24-28	Spring Break
	31 M	Leadership Theories
Apr	2 W	EXAM 2: Chs. 7-10 & material covered in class
	7 M	Review Exam 2
	9 W	Trust & Distrust
	14 M	Organizational Structures
	16 W	Conflict & Negotiation
	21 & 23	No classes
		28 M
	30 W	Evolving Topics; Case Portfolio Due
May	7 M	1:00-3:00pm FINAL EXAM (tentative)

