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**COURSE DESCRIPTION:**

This course addresses the nature of the study of human behavior within the organizational context and identifies and analyzes individual and group behavior in organizations. The course incorporates current developments in the business world to acquaint students with the applications of concepts and theories of organizational behavior. Students apply their knowledge and skill to business situations characterized by imperfect and incomplete information.

**LEARNING OBJECTIVES:**

After completing this course the student should be able to

1. Understand and explain individual differences in perception, personality, and attitude and their role with respect to behavior in organizations.
2. Understand and explain the nature and role of diversity in today’s organizations.
3. Understand and apply the principles, concepts, and theories of motivation and leadership in an organizational setting characterized by imperfect and incomplete information.
4. Understand and apply the principles, concepts, and theories of group dynamics and group process in formal and informal settings characterized by imperfect and incomplete information.
5. Understand the nature of communication within organizations.
6. Use these principles, concepts, and theories to make decisions in organizational settings. Make and support decisions relating to the above topics based upon limited data and incomplete information.
7. Be able to recognize and analyze organizational issues with incomplete and ambiguous information.

**TEXTBOOK:**

Nelson, D. L., & Quick, J. C. (2007). Understanding Organizational Behavior, 3rd edition. Mason, OH: Thomson South-Western. (ISBN 10: 0-324-42302-0).

**PREREQUISITES:**

Refer to the undergraduate catalog.

**GRADING POLICY**

**GRADING SCALE**

Tests 1-14 (20 points each) ... 280 points	A – 288 - 320
Final exam <sup>1</sup> ..... see note	B – 256 - <256
Video exercise ..... 40 points	C – 224 - <256
TOTAL ..... 320 points	D – 192 - <224
	F – 0 <192
	If S/U graded, S – 224 - 20

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<sup>1</sup> The Final exam may be used to replace up to 3 of the test grades. (The exam will replace 1, 2, or 3 of the lowest test grades as long as the student’s final grade is improved. No make-ups will be given.

**TENTATIVE CALENDAR: (THIS SCHEDULE OF EVENTS MAY CHANGE AS CIRCUMSTANCES DICTATE.)**

<b>May 28 Classes begin</b>		
<b>June 1</b>	Personality, Perception, and Attribution	Test on Chapter 3
<b>June 3</b>	Attitudes, Emotions, and Ethics	Test on Chapter 4
<b>June 5</b>	Motivation at Work	Test on Chapter 5
<b>June 8</b>	Learning and Performance Management	Test on Chapter 6
<b>June 10</b>	Communication	Test on Chapter 7
<b>June 12</b>	Work Teams and Groups	Test on Chapter 8
<b>June 15</b>	Decision Making	Test on Chapter 9
<b>June 17</b>	Power and Politics	Test on Chapter 10
<b>June 19</b>	Leadership and Followership	Test on Chapter 11
<b>June 22</b>	Conflict and Negotiation	Test on Chapter 12
<b>June 24</b>	Job Design and Redesign	Test on Chapter 13
<b>June 26</b>	Organizational Design and Structure	Test on Chapter 14
<b>June 29</b>	Organizational Culture	Test on Chapter 15
<b>July 1</b>	Managing Change	Test on Chapter 16 Video exercise
<b>July 2 Last day of class</b>		<b>Final Exam</b>

**WEEKLY TESTS:**

At approximately 8:00 AM on the scheduled dates in the calendar, a test on the corresponding chapter will be available for all students. The tests will typically consist of 20 multiple choice questions and will be available for forty eight hours. It will not be available thereafter. Students will have one-half hour to complete the test. **NOTE CAREFULLY:** This will be a continuous 30 minute period; once it starts it will continue until time expires. After that the test will no longer be available. For example, one cannot start on Wednesday, work 15 minutes and use the other 15 minutes on another day.

**TEACHING METHODS:**

Occasionally material will be posted on WebCT to clarify some of the concepts. It is not possible to cover all of the material in this manner. Therefore, this is **NOT** a substitute for reading the assigned material.

**WRITTEN ASSIGNMENTS**

Also, I want you to experience first-hand the dilemmas and issues involved in many aspects of organizational life. To this end, students will prepare a **WRITTEN ASSIGNMENTS** in which organizational issues in current events are analyzed. Each **WRITTEN ASSIGNMENT** will be graded on a 1-10 scale and will constitute 50 points of the students' grades. The **WRITTEN ASSIGNMENTS** will be described in detail in another link on WebCT.

**VIDEO EXERCISE**

The class will also have a video exercise with respect to diversity. The video exercise will be described in another link on WebCT.

**ATTENDANCE POLICY:**

As this is an on-line course, students are responsible for everything posted on WebCT.

**LATE/INCOMPLETE ASSIGNMENT POLICY:**

There is no provision for late assignments.

**Incomplete:** See the catalog for Incomplete policy details. The "I" grade can only be assigned for circumstances beyond the student's control that occur after the last day to withdraw from a course. The instructor will not participate in the "beyond the student's control" determination.

**MAKE-UP ASSIGNMENT POLICY:**

Other than the footnote accompanying "GRADING POLICY" section there is no make-up provision.

**ORAL/WRITTEN COMMUNICATION:**

Course evaluation will be based on both a written assignment and the student's participation in WebCT discussions.

**LIBRARY and COMPUTER USAGE:**

This class will be conducted on-line and students are expected to be proficient with WebCT. The assignments will require extensive library usage and the case will require the use of a word processor.

**GLOBAL/INTERNATIONAL BUSINESS CONTENT:**

The text has material concerning research in other countries.

**ETHICS, POLITICAL, SOCIAL, LEGAL, REGULATORY AND ENVIRONMENTAL CONTENT:**

Ethics and legal issues will be included in the course.

**DIVERSITY CONTENT:**

Diversity issues are part of the course content.

**ADA STATEMENT:**

**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.

**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 June 15. Moreover, it is the responsibility of the student to officially withdraw from any class that he or she intends to drop.