
LECTURE NOTES – Computer Lab – Business Complex (optional)

OBJECTIVES: The objectives of this course are two-fold:

- To study, in depth, a wide variety of leadership & motivation concepts, practices & theories, and
- To introduce students to research which provides an in-depth analysis of selected topics in leadership or motivation.

The specific learning objectives are to increase ability to:

- Understand motivation & leadership processes as they occur in organizations.
- Analyze employee motivation & identify motivational problems.
- Analyze relationships between organizational power, authority & management styles.
- Identify & solve problems related to leadership & motivation in organizations.
- Design & implement effective leadership & motivation systems to improve productivity.

GRADING

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<thead>
<tr>
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<th>Points</th>
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<tbody>
<tr>
<td>1st exam</td>
<td>200</td>
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<tr>
<td>2nd exam</td>
<td>200</td>
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<tr>
<td>3rd exam</td>
<td>200</td>
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<tr>
<td>Term Projects (2)</td>
<td>150 pts. each</td>
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<tr>
<td>Participation</td>
<td>50</td>
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<tr>
<td>Total</td>
<td>950</td>
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To receive an “S” grade, the student must earn a “C” or better.

TOPIC OUTLINE (Times are approximate & may vary depending on class interest & subject matter.)

I. Introduction to Organizational Behavior Theory (1 week)

II. Motivation (4 weeks)
III. Motivation Exercises (2 weeks)
   A. Cases & Incidents
   B. Class Project

IV. Leadership (6 weeks)
   A. Theories
   B. Concepts
   C. Practices

V. Leadership Exercises (2 weeks)
   A. Cases & Incidents
   B. Class Exercises/Project

TEXTBOOK ASSIGNMENTS

<table>
<thead>
<tr>
<th>Week</th>
<th>Chapter</th>
<th>Week</th>
<th>Chapter</th>
<th>Week</th>
<th>Chapter</th>
</tr>
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<tbody>
<tr>
<td>6</td>
<td>1-3</td>
<td>7</td>
<td>4-6</td>
<td>8</td>
<td>7-9</td>
</tr>
<tr>
<td>9</td>
<td>10-12</td>
<td>10</td>
<td>Part Five</td>
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NOTE: Specific assignments & dates will be given in class.

- **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 12. 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.

- **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.