Instructor: Thomas Pittz  
Office: GU 300-A  
Office Hours: By appointment  
Contact: tpittz@nmsu.edu  

Course Materials  
ISBN: 9780136124016  
Authors: Robbins & Judge  

PLEASE NOTE:  
*As a registered student, you are responsible for the material covered in the 15th edition. Therefore, I do NOT recommend purchasing a previous (or global) edition of the text. Failure to purchase the textbook is NOT an acceptable excuse for missed work.**  
**Supplemental videos and readings may be posted on Canvas at any time. The instructor will provide these materials and it is the student’s responsibility to log on to Canvas to review course materials on a regular basis. The instructor will endeavor to provide notification of any new materials posted for the course, however, the absence of notification of new materials does NOT absolve the student of the requirement to demonstrate knowledge and competency of them.

Course Description  
MGT 309: HUMAN BEHAVIOR IN ORGANIZATIONS, 3 CREDITS  
This course covers interpersonal and organizational behavior, motivation, communication, team building, leadership, diversity management, legal and ethical issues, and politics in organizations.

Course Objectives  
The objective of this course is to examine, understand, and criticize ideas and tools related to organizational behavior concepts. These concepts integrate ethics, diversity, and international business as they relate to individual, group, and organizational units of analysis.

Course Philosophy  
There are two different perspectives in considering why we conduct undergraduate education in business. The first is pragmatic; that the purpose of business courses is to train future managers in work in the business world. The second is from a liberal arts perspective; where the purpose of business coursework is to encourage students to think differently. The second perspective attempts to provide tools that foster creativity and critical thinking skills so that students can approach future job challenges with insightful and novel solutions. This course utilizes the second perspective.  
Each week we will be examining organizational behavior from a critical lens, encouraging broad thinking, and employing unique educational tools to real-life business scenarios pertaining to organizational behavior. My goal is to provide a broad overview of the discipline while delving more deeply into specific topics of interest to the class. We will be discussing ideas, tools, and scenarios and I will routinely encourage you to explore the benefits and limitations of them all.

Course Structure  
Deep engagement with the best scholarship available is essential to critical learning. As a result, this course is fast-paced and delves deeply into the cutting edge of scholarship in Organizational Behavior. It is incumbent upon the student to keep pace with all of the course material and challenge him/herself to think critically about the exercises and scenarios assigned during the course.

1. Weekly Assignments: There will be four assignments (2 discussions and 2 quizzes) due each week during this class. They will be due by Wednesday and Sunday evenings at 5pm. There will be no exceptions to these deadlines.  
2. Mid-Term Exam: The midterm will be a “take-home” exam scheduled on July 16th.  
3. Final Exam: the final will be a “take-home” exam scheduled on August 1st.

Graded and required assignments  
Each week we will examine, understand, and criticize a theory or tool through which managers may obtain outcomes within an organization. We will read case studies, complete exercises, and review scenarios from the book and other
relevant sources in order to generate conversation. We will have weekly discussions, where we will creatively analyze the potential limitations and misuse of the tool by responding to philosophical quotes.

Because you can do most work in advance, there are no valid excuses for failure to complete work before the Sunday deadline. There will be no penalty assessed for work you turn in before the due date. Anything turned in after the due date will not be graded and you will receive no credit for it.

**Assignment Summary**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due-Day</th>
<th>Points Possible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bi-Weekly Quizzes</td>
<td>Every Wed &amp; Sun</td>
<td>300</td>
</tr>
<tr>
<td>Bi-Weekly Discussions</td>
<td>Every Wed &amp; Sun</td>
<td>260</td>
</tr>
<tr>
<td>Mid-Term Exam</td>
<td>July 16th</td>
<td>220</td>
</tr>
<tr>
<td>Final Exam</td>
<td>August 1st</td>
<td>220</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>1000</strong></td>
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</tbody>
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*Note: July 16th is the last day to drop the course with a "W"*

**Administrative Information**

**Communication with the Instructor:** PLEASE USE CANVAS EMAIL (NOT NMSU EMAIL) FOR ALL COURSE COMMUNICATION. If an emergency occurs and you must reach me immediately, you may email me at tpittz@nmsu.edu. If you send email to this address for purposes other than an emergency, I will instruct you to re-submit your communication via Canvas. I will make every effort to reply to your email within 24-48 hours.

*Because all course communication must occur via Canvas email, leaving a message on my office voicemail or a note on my office door is not sufficient. Please do not assume I will reply to such efforts.*

**Distance Education Format:** It is the responsibility of the student to use available material to become familiar with using Canvas, Skype, and learn to navigate the course website. Knowing where to find resources, where and how to submit your work, and how to take exams is essential to achieving course objectives. If you are experiencing ANY trouble with the web page contact ICT at 575-646-1840 or help@nmsu.edu. Only computer errors documented through ICT will result in action on the part of the instructor. No work will be accepted after the assignment closes unless ICT acknowledges a problem on their end. You are responsible for obtaining an internet connection and a computer that is capable of watching the videos that are posted and conducting a video Skype session.

**Punctuality:** Part of my role as the instructor is to help you to understand the importance of punctuality in your future endeavors. Future managers (including you, if you become one!) will likely not tolerate showing up late for work on a consistent basis. Thus, I reserve the right to revoke any points given during a particular class (attendance, quiz, or otherwise) if you show up significantly late to class. This rule applies equally to all requirements of this class whether they are scheduled online, face-to-face, or via Skype.

**Excused Absence:** Limited to documented cases of severe illness (doctor’s note required) or death in the immediate family.

**Authorized Absence:** It is University policy that “Students making satisfactory progress in their classes will be excused from classes when they are representing New Mexico State University on a university sponsored event (e.g., ASNMSU President represents NMSU at legislative session, student-athletes competing in NMSU scheduled athletic events or education field trips and conferences). Authorized absences do no relieve the student of class responsibilities, however. Prior written notice of the authorized absence will be provided to the instructor by the sponsoring department.”

**Religious Absence:** It is the student’s responsibility to review the class schedule attached to this syllabus, and to inform the instructor in writing within the first two weeks of class of a student’s religious reason for requesting an excused absence from class. In the case that you are granted an excused, authorized, or religious absence, you will be required to complete an alternative assignment in lieu of attendance within two weeks of the absence to earn attendance points for the missed class.

**Incompletes:** See the undergraduate catalog for course completion policy details. Incompletes are rarely awarded. However, under special circumstances, incompletes may be awarded 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 (10/16). Requests for “I” grades should be made to the instructor, but must be approved by the head of the Department of Management. Do not ask for an “I” grade in lieu of a “D” or “F” grade.
**Academic Integrity:** Cheating, including plagiarism is absolutely forbidden. Per the NMSU Student Code of Conduct, plagiarism “includes, but is not necessarily limited to, submitting examinations, themes, reports, drawings, laboratory notes, undocumented quotations, computer-processed materials, or other material as one’s own work when such work has been prepared by another person or copied from another person.” Please refer to the following link for more information regarding plagiarism: http://lib.nmsu.edu/plagiarism/. FYI: I will be using a program that scours Google’s book library and the internet to assess for possible plagiarism during each assignment of this course.

Anyone found cheating will receive an “F” in the course and be subject to further sanctions as indicated in the Student Code of Conduct including possible dismissal from the academic program or the University. **It is your responsibility to be familiar with this code.**

**Withdrawals:** It is the responsibility of the student to know important dates such as University drop dates. The drop-date for courses offered in Summer Session #2 is July 16th.

**ADA Statement:** Feel free to call the Student Accessibility Services (SAS) Office at 575-646-6840 or email at sas@nmsu.edu with any questions you may have on student issues related to the Americans with Disabilities Act (ADA and/or Section 504 of the Rehabilitation Act). Students requesting accommodation and/or services relating to a disability may seek assistance from the SAS Office located in Corbett Center, Room 244. All medical information will be treated confidentially. **If you have already registered, please make sure that your instructor receives a copy of the accommodation memorandum from SAS within the first two weeks of classes. It is your responsibility to inform either your instructor or an SAS representative in a timely manner if services/accommodations provided are not meeting your needs.**

**Discrimination/Harassment:** Questions regarding NMSU’s non-discrimination policy and discrimination complaints should be referred to the Office of Institutional Equity, 575-646-3635.

**Academic Survival Kit:** Business Writing and Presentation Resources can be found online at: http://business.nmsu.edu/students/survival-kit/