Fall 2015: MGT 309 Human Behavior in Organizations
M/W 0800-0915 in BC 103

INSTRUCTOR INFORMATION
Instructor:       Hank Strevel
Email:             CANVAS
Office:            Domenici Hall, Room 004
Phone:            --
Office Hours:  Tuesday/Thursday   1:00 p.m.-2:00 p.m. & by appointment

COURSE MATERIALS
*PLEASE NOTE: As a registered student, you are responsible for the material covered in the 16th edition.
   Therefore, I do NOT recommend purchasing a previous (or global) edition of the text. Further, you are
   responsible for acquiring the textbook. Failure to acquire the textbook is NOT an acceptable excuse for
   missed work.
Other:  Supplemental videos and readings may be posted on Canvas. These materials will be provided by the
   instructor, and notice of their usage will be given via Canvas and in class.

COURSE CATALOG DESCRIPTION
MGT 309: HUMAN BEHAVIOR IN ORGANIZATIONS, 3 CR. Interpersonal and organizational behavior,
   motivation, communication, team building, leadership, diversity management, legal and ethical issues, and politics
   in organizations.

COURSE OBJECTIVES
• Develop an understanding of human behavior and its influence on groups and organizations.
• Develop an understanding of basic organizational behavior (OB) concepts.
• Grow your problem identification, evaluation, and decision making skills.
• Build a framework to aid in your analysis and comprehension of individual perception, motivation, behavior,
  interpersonal relations, communications, conflict, and organizational processes and structures.
• Students can demonstrate knowledge of diversity.
• Students can recognize ethical issues.
• Students can express themselves both orally and in writing.

COMMUNICATION WITH THE INSTRUCTOR
• **PLEASE USE CANVAS EMAIL (NOT NMSU EMAIL) FOR ALL COURSE COMMUNICATION** other than
  in class. If an emergency occurs and you must reach me immediately, you may email me at
  strevelh@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
  48 hours.** If it is a matter which requires special consideration, I will send an initial response indicating my
  receipt of your message and a follow-up message once the issue is resolved.
• Feel free to talk to me after class about any concerns or questions. I am also available during office hours
  or by appointment. Approaching me outside these venues is also acceptable as long as I am not obviously
  busy.

GRADING
**Note:** Check your posted grades frequently. **Any questions and/or any documentation regarding grades
and missed quizzes respectively should be submitted in writing within 48 hours after the grade has been
posted.**

Attendance: I will do roll the first couple of scheduled classes to get an idea of whom is in my class. After that, I
may continue to do roll until I start to correlate a name with a face. Other days, you will simply sign in on a piece
of notebook paper.
You are expected to both attend and participate in class. During the course of the semester, if I feel as if you are
being laconic for no good reason (e.g., you do have something to say but are too shy to speak up), I will
deliberately call on you and you will be expected to answer. It is good practice as you will be asked to speak up in
the real world during meetings, group project consultations, and especially when you are least inclined to want to
speak at all.

Also, attendance and attentiveness during your classmates' presentations are highly encouraged. Utilizing
your cell phone or working on a computer is gravely discouraged in all classes, but use of these devices during a
fellow classmate's presentation will be grounds for earning a zero for participation on that day.

Quizzes: There will be a series of "pop" quizzes throughout the semester to be sure students are ready to
discuss the assigned readings in the text. Quizzes may only be made up in the case of an authorized,
documented absence. Otherwise, a missed quiz will be awarded 0 points. Quizzes will primarily be multiple-
choice or true-false questions. However, short answer questions are possible. You are responsible for all material
in the book chapters, as well as any other material posted to Canvas or discussed in class. Only 10 quizzes will
be counted toward this portion of your grade, which means that low scores of quizzes exceeding 10 total
quizzes given will be dropped (e.g., you take 12 quizzes; the two lowest scores will be dropped). Each
graded quiz is worth 30 points.

Paper: Students will write a paper analysis. A separate handout detailing this project will be posted to CANVAS
under "Assignments." There is no make up for the paper.

Individual Presentation: Each of you will be asked to present for 8-10 minutes on a topic of interest from out of
the text. Each topic will be approved by me. If for some reason, you wish to discuss a topic that is not discussed
in your text, run it by me first. Examples of a "topic of interest" include ethical dilemmas (e.g., affirmative action for
armed forces veterans, work place romance, whistle blowing, etc.); theory (e.g., cognitive dissonance theory,
Leadership-member-exchange theory, charismatic leadership, etc.); and a personal yet theoretical, practical, or
logical issue with anything you have read in the text (e.g., a paradox, a false "universal," false dichotomy, etc.).
Make ups will only be permitted in the case of an authorized, documented absence.

Group Presentation: In groups of 4 or 5, you will be asked to present on an ethical scenario for 18-20 minutes.
These scenarios can come from a movie (e.g., Erin Brockovich, 12 Angry Men, Mona Lisa Smile, The People
versus Larry Flynt, etc.), a documentary (e.g., the effects of big government on the middle class, the effects of
mass commercialization of farming and agriculture on the environment and public health, organizational practices
that are harmful to employees, etc.), or from some other medium such as a book, play, or article from a well-
established periodical (e.g., TIME magazine, The San Francisco Chronicle, BBC, National Geographic, etc.). All
proposed projects will require approval by me. Each presentation will incorporate theory from the text. Time alone
makes permitting a make-up virtually impossible, so try not to miss this day.

Both presentations are designed so that you get used to the idea of speaking in front of others while
also prioritizing your time, coordinating your efforts with others (in the event of the group presentation
particularly), and being concise as you will not have all day to explain a proposal to your future boss or even
your subordinates.

Extra Credit: Any extra credit will be provided for you during the course of the semester to make up Attendance
points only.

Possible Points:
- Individual Presentation: 200
- Group Presentation: 200
- Quizzes (10 x 30 points): 300
- Paper: 200
- Participation: 100
- Total: 1000

The grading scale is as follows:
- A: 900-1000
- B: 800-899
- C: 700-799
- D: 600-699
- F: 0-599
ADMINISTRATIVE INFORMATION

Excused Absences: If you are attending a university sanctioned event concerning sports or the military, I need to have a signed letter or memo from your advisor or NCOIC/OIC respectively. If you are ill or a medical emergency has occurred, I need to have a written, signed doctor’s note and/or other needed documentation. Please be reminded that said documentation must be submitted to me in writing in order to receive an opportunity to make up any missed work.

Incompletes: See the undergraduate catalog for complete 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 is forbidden. This includes plagiarism. Please refer to the following link for more information: http://lib.nmsu.edu/plagiarism/. Ask me if you are unsure! Anyone found violating this policy 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.

The Student Code of Conduct defines academic misconduct, non-academic misconduct and the consequences or penalties for each. The Student Code of Conduct is available in the NMSU Student Handbook online:
http://deanofstudents.nmsu.edu/student-handbook/1-student-code-of-conduct/

Academic misconduct is explained here:
http://deanofstudents.nmsu.edu/student-handbook/1-student-code-of-conduct/3-academic-misconduct.html

Plagiarism. Plagiarism is using another person’s work without acknowledgment, making it appear to be one’s own. Intentional and unintentional instances of plagiarism are considered instances of academic misconduct and are subject to disciplinary action such as failure on the assignment, failure of the course or dismissal from the university. The NMSU Library has more information and help on how to avoid plagiarism at http://lib.nmsu.edu/plagiarism/.

Withdrawals: It is the responsibility of the student to know important dates such as University drop dates.

Notice Concerning Disabilities and Discrimination. Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act Amendments Act (ADAAA) covers issues relating to disability and accommodations. If a student has questions or needs an accommodation in the classroom (all medical information is treated confidentially), contact:
Trudy Luken, Director
Student Accessibility Services (SAS) - Corbett Center, Rm. 244
Phone: (575) 646-6840 E-mail: sas@nmsu.edu
Website: http://sas.nmsu.edu/

NMSU policy prohibits discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex, sexual orientation, spousal affiliation and protected veterans status. Furthermore, Title IX prohibits sex discrimination to include sexual misconduct: sexual violence (sexual assault, rape), sexual harassment and retaliation.
For more information on discrimination issues, Title IX, Campus SaVE Act, NMSU Policy Chapter 3.25, NMSU’s complaint process, or to file a complaint contact:
Gerard Nevarez, Title IX Coordinator
Agustin Diaz, Title IX Deputy Coordinator
Office of Institutional Equity (OIE) - O’Loughlin House, 1130 University Avenue
Phone: (575) 646-3635 E-mail: equity@nmsu.edu
Website: http://www.nmsu.edu/~eeo/

Other NMSU Resources:
NMSU Police Department: (575) 646-3311 www.nmsupolice.com
NMSU Police Victim Services: (575) 646-3424
NMSU Counseling Center: (575) 646-2731
NMSU Dean of Students: (575) 646-1722
For Any On-campus Emergencies: 911
### CLASS SCHEDULE

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<th>DATE</th>
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<tbody>
<tr>
<td>19-Aug</td>
<td>Introduction of Class/Maintenance</td>
</tr>
<tr>
<td>24-Aug</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>26-Aug</td>
<td>Chapter 2/Activity</td>
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<tr>
<td>31-Aug</td>
<td>Chapter 2/Activity</td>
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<tr>
<td>2-Sep</td>
<td>Chapter 3</td>
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<tr>
<td>7-Sep</td>
<td><strong>Labor Day—No Class</strong></td>
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<td>9-Sep</td>
<td>Chapter 4</td>
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<tr>
<td>14-Sep</td>
<td>Chapter 5—Possible Extra Credit Opportunity Discussion</td>
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<td>16-Sep</td>
<td>Chapter 6</td>
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<td>21-Sep</td>
<td>Chapter 7</td>
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<tr>
<td>23-Sep</td>
<td>Chapter 8</td>
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<tr>
<td>28-Sep</td>
<td><strong>Individual Presentations</strong></td>
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<td>30-Sep</td>
<td><strong>Individual Presentations</strong></td>
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<td>5-Oct</td>
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<td>7-Oct</td>
<td><strong>Individual Presentations</strong></td>
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<td>12-Oct</td>
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<td>14-Oct</td>
<td><strong>Individual Presentations</strong></td>
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<tr>
<td>19-Oct</td>
<td><strong>Las Day to Drop with a W</strong>—Chapter 9</td>
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<td>21-Oct</td>
<td>Chapter 10</td>
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<td>26-Oct</td>
<td>Chapter 11</td>
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<td>28-Oct</td>
<td>Chapter 12</td>
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<td>2-Nov</td>
<td>Chapter 13</td>
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<td>4-Nov</td>
<td>Chapter 14</td>
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<tr>
<td>9-Nov</td>
<td>Chapter 15 &amp; 16</td>
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<td>11-Nov</td>
<td>Chapter 17</td>
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<td>16-Nov</td>
<td>Chapter 18</td>
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<td>18-Nov</td>
<td><strong>Group Presentations</strong></td>
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<td>23-27 Nov</td>
<td>Thanksgiving—No Class</td>
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<tr>
<td>30-Nov</td>
<td><strong>Group Presentations</strong></td>
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<tr>
<td>2-Dec</td>
<td><strong>Group Presentations</strong></td>
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<tr>
<td>TBD</td>
<td><strong>Papers Due in Class</strong></td>
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<tr>
<td>7-11 Dec</td>
<td>Final Exam Week</td>
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<tr>
<td>15-Dec</td>
<td>Final Grades Due</td>
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</tbody>
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Regarding the Final Exam period:
- Students who find conflicts in their examination schedule must notify instructors as soon as possible.
- Any students having more than three examinations scheduled in any one day may notify the instructor of the last examination listed and ask for alternate arrangements to be made for examination.

*Schedule is subject to change. Changes will be announced in class and/or on Canvas.*