

MASTER SYLLABUS - BUS 344, Organizational Behavior (4)
School of Business and Economics, SONOMA STATE UNIVERSITY

- I. Course Description:** The roles of the individual and of groups in the organization are examined. Attention is directed to individual level characteristics such as learning and personality; to processes that affect attitudes, perceptions and judgment; to applied theories of motivation; and to career development and stress. Topics include group formation, development, structure, leadership, and dynamics, as well as the processes of communication, decision making, power, and conflict.
- II. Prerequisites:** All pre-business courses must be taken prior to registration in BUS 344. Also, the pre-business administration course list must be completed with a letter grade of C or better. The justification for requiring completion of the pre-business administration course list before taking BUS 344 is the following: BUS 344 is the lynchpin of the upper division business core. Therefore, it is important for students to be familiar with support courses and the liberal arts curricula in order to fully comprehend the import of BUS 344.
- III. Course Learning Outcomes:**
- General:** The course presents the core elements of the business organization. It emphasizes the relevant theoretical material concerning the individual, groups, and the leadership structure of the enterprise acting within the business environment. The course is designed to help the student comprehend the phenomena of the business firm in a globally competitive environment.
- Specific:** After completing the course, the student should be able to:
- 1) Demonstrate a basic understanding of organizational behavior, leadership, management theory, and organizational structure/design in a globally competitive business context.
 - 2) Describe how to apply the theory supporting the organizational behavior literature.
 - 3) Explain the significance of individual behavior on groups, individuals, customers, and other stakeholders of an organization.
 - 4) Describe the significance of interpersonal and group interaction skills.
 - 5) Demonstrate written and oral communication skills within the context of the organization.
 - 6) Show and give examples of the team, group, and individual behavior in relation to organizational success.
 - 7) Locate the antecedents of conflict and explain the techniques of conflict resolution.
 - 8) Explain individual and team decision making.
 - 9) Show understanding of demographic and ethnic diversity on both a national and international basis.
 - 10) Explain the necessity of ethical behavior within the firm and among its constituents and stakeholders.

- IV. **Course Materials:** The basic resource used in BUS 344 is an organizational behavior textbook. For example, J. George and G. Jones' book on Organizational Behavior **Understanding and Managing Organizational Behavior** (2nd) is representative of the type of textbook used in this course. Also, the instructor may utilize other material such as videos, cases, articles from the business academic literature, and the business press such as Business Week and the Wall Street Journal.
- V. **Teaching Methodology:** Actual teaching methods will be at the discretion of the individual professor. However, most approaches will utilize and include experiential and self-assessment exercises, group projects, team-based projects, lectures, guest speakers, video-tape presentations, and web-based and computer-aided presentations. All of the above didactic methods will be utilized at the determination and discretion of the professor.
- VI. **Evaluation Tools:** The professor, subject to review, will determine evaluation techniques used in the course. However, the typical methods of student feedback and evaluation are midterm and final examinations, group term projects and papers, oral presentations of projects, individual papers relating to course concepts, and journal or web articles related to business and issues from the text.

Further, other common methods of evaluation are classroom contributions and participation, peer evaluations of team skills, and individual contributions to group projects.

VII. **Course Content:**

A) Course Topics:

- History of organizational behavior theory and organizational differences.
- Functions of management.
- Foundations of individual behavior, perception, values, ethical behavior.
- Individual motivation and motivation in the organization.
- Organizational socialization.
- Group dynamics, team formation and behavior.
- Leadership.
- Power and political activity in the formal organization.
- Communication in organizations.
- Individual and group decision-making.
- Organizational structure and design.
- Organizational culture.
- Workforce diversity and international/cross-cultural issues.
- Conflict resolution.

B) Interdisciplinary Content:

<u>Topic</u>	<u>Class Hours</u>	<u>Required Graded Work Other Than Exams?</u>
International/Global	2	No
Ethical Issues	2	No
Political Issues	2	No
Social Issues	2	No
Legal/Regulatory Issues	1	No
Environmental Issues	2	No
Technology Issues	2	No
Demographics & Diversity	2	No

C) Interdisciplinary Skills

<u>Skill Area</u>	<u>Required Graded Work Other Than Exams?</u>
Oral Communication	Yes
Written Communication	Yes
Critical Thinking	Yes
Working in Teams	Yes