

Course Description

Welcome! I am thrilled to have you in my Organizational Behavior class this semester. In this course, an integrated social science approach is taken to enable students to better understand their work environments and the issues that arise from the complex interplay among organizational members. This course explores theories and concepts derived from diverse fields such as psychology, sociology, economics, and anthropology. The topics include motivation, attitudes, ethics, communication, leadership, teamwork, power, negotiation, and culture.

Student Learning Objectives

Demonstrate an understanding of how individual (e.g., personality, motivation, attitudes), group (e.g., teams, rewards, leadership, communications), and organizational (e.g., structure, culture, politics) level factors independently and jointly affect behavior within organizations.

Professor

<i>Professor</i>	Sabrina D. Volpone, Ph.D.
<i>Email Address</i>	Sabrina.Volpone@UTDallas.edu
<i>Office Hours</i>	By appointment, via Teams

Class Meets

Section 004: T/Th from 11:30 am - 12:45 pm in JSOM 11.210
Section 001: T/Th from 2:30 pm - 3:45 pm in JSOM 2.714

Required Textbook and Materials

Course material will be drawn from:

Robbins, S. P., & Judge, T. A. *Organizational Behavior*. Boston: Pearson.
ISBN-13: 9780137687206

Important: I am using the 19th edition, but you should be able to use anything back to the 14th edition and it will be fairly similar.

There are multiple purchasing options available from the bookstore and online. The book comes in a variety of formats, in hard copy or online. Whichever version will make it easier for you to keep up with the materials is good to have.

Any additional articles or materials will be made available on elearning as appropriate.

It is your responsibility to keep up with the cases and activities that we will cover in class and there are weeks you will need to read them before class.

CLASS LOGISTICS

Class Modality

Courses must be taught in the modality presented on Coursebook and provisions cannot be made to allow students to attend class in an alternate modality without approval through the Office of Student AccessAbility. Granting exception requests may jeopardize an internal student's current F-1 status and potentially create issues with Homeland Security. See above regarding how to request reasonable accommodations.

Communication

You should always feel free to communicate with me via e-mail. I recommend that you keep all of your messages to me in case you need to prove that you sent me a message/attachment. I aim to respond to all student messages within 24 hours on weekdays; if you do not receive a response within that time, you can assume that your message goes into my spam folder (which happens more often than I would like). If that occurs, please send it again.

I will communicate with you in class and via announcements on ELearning. You are required to update and maintain your current email address in ELearning. ELearning uses this address to send source related email. Failure to update your email address may result in missing important information. Please note that you are responsible for all communications I post, regardless of how you choose to receive them.

Classroom Etiquette

I expect that we will all conduct ourselves as responsible adults and exhibit respect for others. During class, you should be focused on class. As such, please turn the ringer of your cell phone off (except for emergencies). Further, students should arrive on time and should not leave early.

Further, although having a computer in class opens up new learning possibilities for students, sometimes students utilize it in ways that are inappropriate. It is easy for your computer to become a distraction to you and to those around you. Therefore, please disable your Wi-Fi and refrain from instant messaging, e-mailing, surfing the Internet, playing games, writing papers, doing homework, etc. during class time. Acceptable uses include taking notes, following along with the instructor on PowerPoint, and other directed class activities, as well as working on assigned in-class activities, projects, and discussions that require computer use. Students who do not comply with appropriate classroom computer use will be asked to leave the classroom.

The University's attendance policy requirement is that individual faculty set their course attendance requirements. Regular and punctual class attendance is expected. Students who fail to attend class regularly are inviting scholastic difficulty. Regular class participation is expected. A portion of the grade for this course is directly tied to your participation in this class. It also includes engaging in group or other activities during class that solicit your feedback on homework assignments, readings, or materials covered in the lectures (and/or labs).

Class Materials

Classes will include lectures, discussions, activities, and guest speakers. I use a variety of deliverables to maximize learning (different deliverables lead to different types of learning) and fairness (different students excel at different types of assignments).

Lectures will highlight key points from the readings and provide additional information to bring applications to light. Exercises and cases will provide you with the opportunity to apply what you have learned to real world issues and scenarios. As everyone brings a unique experience and perspective to the class, actively participating in class discussions and activities is essential for you and the class to fully understand the topics of this course.

The instructor may provide class materials that will be made available to all students registered for this class as they are intended to supplement the classroom experience. These materials may be downloaded during the course; however, these materials are for registered students' use only. Classroom materials may not be reproduced or shared with those not in class or uploaded to other online environments except to implement an approved AccessAbility Resource Center accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

Texas Senate Bill 17, the recent law that prohibits diversity, equity, and inclusion programs and activities at public universities in Texas, does not in any way apply to academic course instruction.

Class Recordings

Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the AccessAbility Resource Center has approved the student to record the instruction, students are *expressly prohibited* from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class or uploaded to other online environments except to implement an approved AccessAbility Resource Center accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

The instructor *may* record meetings of this course. These recordings will be made available to all students registered for this class if the intent is to supplement the classroom experience. If the instructor or a UTD school/department/office plans any other uses for the recordings, consent of the students identifiable in the recordings is required prior to such use unless an exception is allowed by law.

COURSE POLICIES

Accommodations

Please review [the section](#) within the UT Dallas Syllabus Policies and Procedures webpage.

Make-up Exams

There will be no make-up for quizzes because there is leeway in dropping exams and participation assignments.

Late Work

Work must be turned in on time to receive full credit. In the real business world, it is critical to finish work on time. As such, late work will receive partial points. If you are late, you will receive 25% less for each day it is late. Written proof of why the student could not turn in the work on time (i.e., doctor's note) is expected to be graded with full points. Providing advance notice about a late assignment will minimize the penalty you receive on that assignment but does not guarantee that there will be no penalty for submitting the assignment late.

Extra Credit

No extra credit assignments are available in this class.

Academic Dishonesty

The Jindal School of Management at the University of Texas at Dallas is a nationally ranked, respected university with an outstanding reputation. All JSOM students are expected to conduct themselves in a manner that demonstrates the highest standards of integrity and professionalism. JSOM has established a mandatory code of conduct and ethics policy for students. Failure to follow the policy guidelines will result in significant negative consequences as outlined below. Reference also the [Student Code of Conduct](#).

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same: "As a Comet, I pledge honesty, integrity, and service in all that I do."

Use of Machine Learning Tools/AI

Do not use AI for any work in this class. Using AI and stating it as your own work is a violation of ethics.

Academic Support Resources

Please visit the [Academic Support Resources](#) page to view the University's academic support resources for all students.

Grading

Due to concerns for grade inflation, faculty are encouraged to calibrate our grading to comply with the following standards—that is, "A" reflects excellent/exemplary performance, a "B" reflects "good" performance, and a "C" represents "satisfactory" performance. Though it may be hard to appreciate in your current position, we are committed to providing you with accurate feedback that can be used to guide future improvement.

Assignments & Deliverables

Here is a breakdown of the grading for this class:

Deliverable	%
Class Participation	10 <i>-7 assignments, each worth 2 points; Lowest 2 assignments dropped-</i>
Group Project	15
Exam #1 (Non-Cumulative)	25
Exam #2 (Non-Cumulative)	25
Exam #3 (Non-Cumulative)	25
Final Exam (Cumulative; Applied)	25 <i>-4 exams, each worth 25 points; Lowest exam dropped-</i>

Grade	Average
A+	97.00-100.00
A	93.00-96.99
A-	90.00-92.99
B+	87.00-89.99
B	83.00-86.99
B-	80.00-82.99
C+	77.00-79.99
C	73.00-76.99
C-	70.00-72.99
D+	67.00-69.99
D	63.00-66.99
D-	60.00-62.99
F	59.99 and below

Please visit the grades folder on the class website frequently, as you are required to raise questions about grades *within one week of posting*. If you have questions about your grade in the course at any time, please proactively contact me. Please note that a “lack of understanding or lack of clarity” regarding an assignment will never be accepted as justification for a grade change. In that context, remember that communication is a two-way street. If you are unclear about assignment instructions or expectations, you are expected to clarify with me before the assignment's due date.

Also note that I cannot discuss or consider any grade changes at the end of the semester (regardless of special circumstances, catastrophes, improvement, good intentions, needs, desires, etc.), so please put your effort into this class (actively participating, completing class assignments, deliverables, and preparing well for the exams) throughout the term. Unless the student can demonstrate that near- catastrophic events have led to a case of extreme hardship, grades of incomplete will not be given.

Semester Schedule Summarized

Week	Class No.	Date	Class Topic
<u>MODULE 1</u>			
1	1	Tuesday, August 26 th	Course Overview
	2	Thursday, August 28 th	Ch 1: Introduction to Organizational Behavior
2	3	Tuesday, September 2 nd	Ch 3: Job Attitudes
	4	Thursday, September 4 th	Ch 4: Emotions and Moods
3	5	Tuesday, September 9 th	Ch 5: Personality & Individual Differences
	6	Thursday, September 11 th	Ch 6: Decision Making & Perception
4	7	Tuesday, September 16 th	Ch 7: Motivation
	8	Thursday, September 18 th	Ch 8: Motivation
5	9	Tuesday, September 23 rd	Module 1 Exam Review
	10	Thursday, September 25 th	<i>Exam #1</i>
<u>MODULE 2</u>			
6	11	Tuesday, September 30 th	Ch 9: Groups
	12	Thursday, October 2 nd	Ch 10: Teams
7	13	Tuesday, October 7 th	Ch 11: Communication
	14	Thursday, October 9 th	Ch 2: Diversity
8	15	Tuesday, October 14 th	Group Project Deliverable #1
	16	Thursday, October 16 th	Group Project Deliverable #2
9	17	Tuesday, October 21 st	Ch 12: Leadership
	18	Thursday, October 23 rd	Ch 13: Power & Politics
10	19	Tuesday, October 28 th	Ch 14: Negotiation & Conflict Management
	20	Thursday, October 30 th	Ch 14: Negotiation & Conflict Management
11	21	Tuesday, November 4 th	Module 2 Exam Review
	22	Thursday, November 6 th	<i>Exam #2</i>
<u>MODULE 3</u>			
12	23	Tuesday, November 11 th	Ch 15: Organizational Structure
	24	Thursday, November 13 th	Ch 16: Organizational Culture
13	25	Tuesday, November 18 th	Ch 17: Human Resources
	26	Thursday, November 20 th	Group Project Deliverable #1
14	27	Tuesday, November 25 th	No Class – Thanksgiving Break
	28	Thursday, November 27 th	No Class – Thanksgiving Break
15	29	Tuesday, December 2 nd	Ch 18: Stress & Health
	30	Thursday, December 4 th	Module 3 Exam Review
16	31	Tuesday, December 9 th	<i>Exam #3</i>
	32	TBD	<i>FINAL EXAM</i>

Note. The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor. Any changes will be announced in class or on elearning and will take precedence. Check elearning for updates on course calendar.