



Course OB6301.5U1.16U Organizational Behavior
SYSM6333.5U1.16U Systems Organizational Behavior
Professor Dr. Vance Johnson Lewis
Term May 23, 2016 through August 10, 2016
Meetings Tues., 6:00pm-10:00pm, JSOM 2.717 (select days only)

Professor's Contact Information

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Office Location JSOM 4.216
Email Address Vance.Lewis@UTDallas.edu
Office Hours By advanced appointment
Class Moto *"Develop your sense of humor and eventually it will develop you."*
~~Walt Disney

General Course Information

Pre-requisites Graduate level standing

Course Description The study of human behavior in organizations. Emphasizes theoretical concepts and practical methods for understanding, analyzing, and predicting individual, group, and organizational behavior. Topics include work motivation, group dynamics, decision making, conflict and negotiation, leadership, power, and organizational culture. Ethical and international considerations are also addressed.

Learning Outcomes

- 1) Explain and apply major scholarly approaches and empirical findings in Organizational Behavior at the individual, group, and organizational level.
- 2) Apply basic theories of motivation, evaluate the differences between different motivational approaches and assess the efficacy of motivational programs.
- 3) Recognize Decision Making (DM) problems and opportunities and apply the appropriate DM models while considering ethical dilemmas and implications.
- 4) Demonstrate an understanding of the sources and consequences of multi-ethnic and multi-cultural diversity and develop strategies to bridge the differences and capitalize on the benefits of diversity in all its forms in organizations.
- 5) Increase self-awareness and understanding of your strengths and weaknesses so that you can be more effective in your career.
- 6) Analyze and explain the connection between OB concepts and personal work experiences.

Required Texts & Materials

Provided selections from: Colquitt, J.A.; Lepine, J.A.; & Wesson, M. J. (2015). *Organizational Behavior: Improving Performance and Commitment in the Workplace 4th Ed.* New York: McGraw Hill.

Required Computer Access UTD E-Learning; UTD Email

Evaluated Efforts

Grade Component	Points Available
<i>Activities</i>	
Work Experience Journal 1	100
Work Experience Journal 2	100
<i>Knowledge Measures</i>	
Module 1 Exam	150
Module 2 Exam	150
Total	500

Final Grade Determination

Final Point Total	Letter Grade	NOTES
450-500	A	<i>The instructor reserves the right to alter any student's final grade in a positive manner.</i>
400-449	B	
350-399	C	
0-349	F	

Common Sense

Webster's Dictionary defines Common Sense as "sound and prudent judgment based on a simple perception of the situation or facts." To be successful in business, one must have a certain level of common sense. One cannot expect to have their hand held nor can they expect to be able to defer all responsibility to either the supervisor or to their teammates when making decisions. In this class, you are expected to think as a professional business person and act accordingly, exercising good judgment.

Extra Credit

The concept of extra credit can be traced back to the earliest Colonial Divinity Schools and it was an exercise offered to motivated students to further their learning...it had nothing to do with helping desperate individuals get a higher grade. There will be no extra credit offered in this course.

Lecture Topics

As to facilitate a more free flowing discussion, this class is being designed in a modular format rather than a constrictive "topic a night" format. The topics for module one are job satisfaction, stress, and motivation; the topics for module two are truth, ethics, justice, ability, and leadership.

Exams

This course will feature two exams which will cover material in both a recognition and application format.

Work Experience Journals

A very important part of this course is to take the experiences you already have AND to incorporate the knowledge you are gaining to improve your careers. Taking the position that you are already in the workplace and already “know this stuff” shows you are not here to improve yourself. In order to think of ways you can improve yourselves, for both of the modules, you will be asked to write a brief paper which discusses the ways in which you have already seen the topics during your work experiences and then how you would use the studies material to either improve yourself or your work organization. Please keep in mind, these are essays, not research papers.

Each of these papers will need to be between 1200 and 1500 words and discuss two of the topics covered in the module. You are free to select a more broad topic (such as job satisfaction) or you may discuss in more detail (such as meaningfulness of work tasks). A paper that scores well will discuss in detail the situation which has inspired you to select this topic and then the theory behind what explains the situation and offers you a chance to change it. You may actually think of this as a “mini-consultation” in which you are your own client!

These two papers will be graded on an excellent, above average, average, and unacceptable manner. In regards to content, I will be looking for your ability to describe the inspiration situation and the events which instigated the situation as well as your use of theory (the textbook) to explain and improve the situation. In regards to professionalism, I will be looking for a well written, standard English, grammatically correct paper, which follows APA formatting. I will also be looking for 12 point, Times New Roman font and a double spaced paper. (Not following these simple instructions will result in your not passing the assignment.)

Late Work and Missed Assignments and/or Exams

Regarding Journals: Journal 1 is due on by 11:59pm on Sunday, June 12; Journal 2 is due by 11:59pm on Sunday, July 3. Each document should be submitted as PDF file on E-Learning. Any student missing the deadline, submitting more than one document, or asking to submit a new document after the deadline has passed will receive a 50% reduction in their score. No documents will be accepted 24 hours past the deadline.

Regarding Exams: The dates of the two exams are clearly stated on the syllabus. If for some reason, a student misses ONE exam, said student will have the option of completing an alternate exam on July 26 which will cover both the missed material and additional material from the field of organizational behavior. Any student who misses both exams, will fail the class. **EXAM NIGHTS WILL BE JUNE 14 and JULY 5...PLAN NOW!**

Email and Communication

Part one: The appropriate manner to address me is either “Dr. Lewis” or “Professor.” Please remember too that in emails, you are not contacting your friend on text or Facebook. Please make certain that your emails reflect an appropriate level of respect and professionalism suitable to the business setting. Emails NEVER go away!

Part two: Due to issues of privacy, all email communications from students must either be through E-Learning or the student’s utdallas.edu email account. **Emails sent from a non-utdallas.edu email, such as yahoo, gmail, google, etc., will not be answered.**

Part three: Email has a tendency to be an incredible time waster and should not be used as a substitute for purposeful communication. If you have a question or concern that requires a response longer than three sentences, DO NOT USE EMAIL. Please plan ahead to visit with the Professor during office hours or by phone.

Part four: My position does not require me to work on a 24/7 basis and, other than grading, I try to keep my work away from my home. I check my email frequently Monday – Friday between 10:00am-6:00pm. While I check sporadically on Saturdays, I do not check email on Sundays.

Part five: This is not an online class. If you email me asking anything to the effect “Would you please tell me what I missed...”, you may expect your email to get ignored.

Office Hours and Life Perspective

One of the most ridiculous moments of my professional career was when I received the following note: “Dr. Lewis, I came by to see you but you were not in your office. This is the second time I have come by and I would appreciate it if you would be more available.” I contacted the student and asked her when she was coming by to which she replied 9:00pm on FRIDAY NIGHTS. Contrary to what some people might think, we professors do have personal lives and do not work all the time.

Just as I am busy and have a life, I respect that you also have a life and many of you are also working full time. While I do understand this (I have THREE graduate degrees so I have been there), it was your decision to pursue a graduate degree. Work and family responsibilities are not valid excuses for failing to complete assignments or exams.

Cell Phones/Mobile Devices

Many companies, in their company handbook, make provisions for the use of cell phones and mobile devices during the company’s time. The policy in this course is that cell phones and mobile devices are not allowed during class time. This is in place for three reasons: 1) you need to be paying attention to what is occurring during class, 2) your use of a device may be a distraction to others in the class, 3) your use of a device may be a distraction to the Professor. Students who elect to violate this policy will first be issued a warning, either verbally or through email. Any further issues with the policy after that will cause the student to be placed on “unpaid leave” and asked to leave the class for the day.

Audio/Video Recording

The professor of this course does not offer his consent for audio or video recording of any kind, save that approved by The Office of Student AccessAbility.

Laptop Computers

As with mobile devices, many companies elect to limit computer use during company time. The only approved use for laptop/tablet devices is for use in taking notes. Use of a computer outside of this provision will result first is your being asked to stop usage of your computer and then, if problems persist, in your being placed on “unpaid leave” and asked to leave the class for the day.

Off-campus Instruction and Course Activities

This course does not require students to participate in any activity off-campus.

Disability Services

It is the policy and practice of The University of Texas at Dallas to make reasonable accommodations for students with properly documented disabilities. However, written notification from the Office of Student AccessAbility (OSA) is required. If you are eligible to receive an accommodation and would like to request it for a course, please discuss it with an OSA staff member and allow at least one week's advanced notice. Students who have questions about receiving accommodations, or those who have, or think they may have, a disability (mobility, sensory, health, psychological, learning, etc.) are invited to contact the Office of Student AccessAbility for a confidential discussion. OSA is located in the Student Services Building, suite 3.200. They can be reached by phone at (972) 883-2098, or by email at disabilityservice@utdallas.edu.

The Professor of this class WILL NOT make special accommodations related to illness, injury, abilities, or otherwise without express written notice from the OSA, which must include the exact accommodation required.

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

Statement regarding potential academic dishonesty

All allegations of scholastic dishonesty will be submitted to the Office of Judicial Affairs who will make a determination based on evidence. If it is decided that an infraction occurred, *at minimum* a grade of zero will be recorded for the assignment/activity in question.

REMINDER: It is the responsibility of the student to check our E-Learning home page as well as your UT-D email for announcements regarding the course. It is also the responsibility of the student to keep up with due dates and submission guidelines.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor but never to the detriment of the students. This syllabus reflects an “ideal” or “model” class but it will be necessary to alter the course to fit the actual organization which the individual members of the class will create!