

BUS 270A, Organizational Behaviour

3 Credits, 16 weeks, 4 hours

Important theories and research in the Behavioural Sciences are examined and a framework for understanding and predicting human behaviour in the workplace is provided. Topics studied include personality, perception, attitudes, motivation, leadership, job design, organizational design, group dynamics and decision-making processes. The focus is on explaining differences in work effort, performance, absenteeism, turnover and job satisfaction among individuals in the organization.

Instructor

Jason Schulz, S113F
780-791-4829
jason.schulz@keyano.ca

Hours of Instruction

Wednesday, 1:00 – 1:50 PM, Clearwater Building, Room 233

Friday, 2:00 – 3:50 PM, Clearwater Building, Room 228

Office hours

Monday 10:00 – 10:50 AM
Tuesday 5:00 – 6:30 PM
Wednesday 9:30 – 10:00 AM, 12:00 – 12:50 PM
Friday 1:00 – 1:50 PM

Required Resources

Organizational Behaviour: Concepts, Controversies and Applications, Robbins, Stephen P. & Langton, Nancy, Sixth Canadian Edition, ISBN 978-0-13-231031-4

Course Outcomes

By the end of this course, students will be able to apply basic concepts and theories to explain and predict human behaviour in organizational settings. This includes, but is not limited to:

- Comparing two or more elements of culture in order to understand different business practices that may exist.
- Describing bases of power and identifying when each is appropriate.
- Leveraging different theories to explain how an organization can function more effectively.
- Using examples to explain how job satisfaction impacts productivity, absenteeism, and turnover in an organization.
- Outlining different forms of communication and explaining which are better suited to different audience types.

Evaluation

Active Learning (In -class discussion, activities, and attendance)	10%
Midterm Exam	20%
Written Cases (2 x 20% each)	40%
Final Project	30%

The minimum standard for passing this course is a grade of 50%.

Grading System

Descriptor	Alpha Grade	4.0 Scale	Percent
Excellent	A+	4.0	> 93.9
	A	4.0	87 - 93.9
	A-	3.7	80 - 86.9
Good	B+	3.3	77 - 79.9
	B	3.0	74 - 76.9
	B-	2.7	70 - 73.9
Satisfactory Progression	C+	2.3	67 - 69.9
	C	2.0	64 - 66.9
	C-	1.7	60 - 63.9
Poor	D+	1.3	57 - 59.9
Min Pass	D	1.0	50 - 56.9
Failure	F	0.0	< 50

- **ACTIVE LEARNING:** Students will lose 2% from their attendance grade for every class missed; however, each student is entitled to one absence without penalty. Students who arrive late for class or depart early will be considered absent. Students who miss three (3) or more classes will write a comprehensive final exam to replace the Final Project component (30%) of the assessment.
- **GROUP LEARNING:** Interpersonal and group behaviour are important elements of organizational behaviour. As a result, a considerable amount of learning is expected to occur in a group setting or as the result of group experiences. In addition to many relatively small, in-class group activities, each student will participate in a comprehensive Final Project--a formal Case Presentation. Further details on these activities will be distributed in class.
- **WRITTEN CASES:** Working in groups (**max. three students**), students will prepare two written case reports. Details regarding these assignments will be provided in class. **These projects must be completed as a group. Assignments are to be submitted at the beginning of the class indicated. Late assignments will not be accepted.**

Performance Requirements

Student Attendance

Class attendance maximizes a students' learning experience. In addition, attending class is a good way to keep informed of matters relating the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course. **Students are expected to arrive on time and to stay for the duration of the class.** Please refer to page 32 of the Credit Calendar.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and/or notes that may be due.

Accommodation for Students with Disabilities

The College will provide reasonable accommodation to students with disabilities in order to promote academic success. If you require accommodation, contact the Learner Assistance Program Office at 780-792-5608 to initiate the process for documenting, assessing and implementing your individual accommodation needs. In addition, tutoring services are available at the SKILL Centre (Room 119).

Students will refrain from using mobile devices in class. Students who choose to do so during class will be asked to leave.

Proposed Schedule

WEEK	WEEK OF	TOPIC	CHAPTERS / SECTIONS
1	Sept. 2	Introduction to Organizational Behaviour	Chapter 1
2	Sept. 9	Perception, Personality, and Emotions	Chapter 2
3	Sept. 16	Values, Attitudes and Diversity	Chapter 3
4	Sept. 23	Theories of Motivation	Chapter 4
5	Sept. 30	Motivation in Action	Chapter 5
6	Oct. 7	Groups and Teamwork	Chapter 6
7	Oct. 14	Midterm Exam (Ch 1-6): Wed, Oct. 16 Case #1 Due: Wed, Oct. 16	
8	Oct. 21	Communication	Chapter 7
9	Oct. 28	Communication Power and Politics	Chapter 8
10	Nov. 4	Conflict and Negotiation Organizational Culture	Chapters 9, 10
11	Nov. 11	Leadership Decision Making, Creativity and Ethics Case #2 Due: Wed, Nov. 13	Chapters 11, 12
12	Nov. 18	Organizational Structure	Chapter 13
13	Nov. 25	Organizational Change	Chapter 14
14	Dec. 2	Final Presentations	
15	Dec. 9	Final Exam – TBA	
16	Dec. 16	Final Exam – TBA	

Authorization

This course outline has been reviewed and approved by the Program Chair.

Jason Schulz, Instructor

Gina Langager, Chair

Date Authorized

Guy Harmer, Dean

Date Authorized

Signed copies to be delivered to:

Instructor
Registrar's Office