

**MGMT 3140 006**  
**Management and Organizational Behavior**  
**Fall 2018**

**Instructor:** Krista N. Engemann | MBA | MA | Doctoral Student  
**Course Meeting Time:** Tuesdays and Thursdays, 8:30am to 9:45am  
**Office Hours:** Thursdays, 10am to 11am and by appointment

**E-mail:** kengeman@uncc.edu  
**Course Meeting Location:** Friday 116  
**Office Location:** Colvard 4075

**Course Description**

*MGMT 3140 - Management and Organizational Behavior (3 credits).* Prerequisites: ACCT 2121, 2122; ECON 2101, 2102; INFO 2130; Junior standing. A study of the role of manager with an emphasis on understanding the behavioral and administrative theories and concepts needed to succeed in contemporary organizations. Topics covered in the course include motivation, leadership, managing teams, and teamwork.

**Required Materials**

- Bateman, T.S., Snell, S.A. & Konopaske, R. (2019). *Management: Leading & Collaborating in a Competitive World* (13th ed.). New York, NY: McGraw-Hill Education. ISBN13: 9781260502107.  
**NOTE:** If you choose to purchase a prior edition, you will be responsible for reconciling differences to the current edition.
- Additional assigned readings will be posted to Canvas.

**Course Goals**

The objectives of the course are to develop a basic understanding of the theories and concepts of management and organizational behavior (OB), demonstrate the ability to apply management theory and concepts to organizational problems, develop the basic interpersonal, analytical, critical thinking, teamwork and decision-making skills required of managers, and develop an awareness of current issues and trends in management.

Specifically, students will:

- Demonstrate a basic understanding of the teamwork skills required of team members.
- Demonstrate a basic understanding of the skills required for team leadership.
- Demonstrate a basic understanding of leadership theories and models.
- Be able to apply leadership theories and models.

**Student Evaluation**

<b>Grade Distribution</b>	
Exam 1	15%
Exam 2	15%
Exam 3	30%
Pop Quizzes	20%
Group Paper	10%
Group Presentation	10%
Course Total	100%

Letter grades are assigned based on the following intervals:

**A** = 90% to 100%; **B** = 80% to 89%; **C** = 70% to 79%; **D** = 60% to 69% ;  
**F** = 59% and below

- *Exams*

There are three exams in this course. The first two exams are in a non-cumulative multiple choice format. The third exam will be in a non-cumulative multiple choice format, but it will also include essay prompts to which you will respond using your cumulative knowledge from this course. The exams will emphasize lecture material and the associated textbook content.

Exams will be taken on Canvas. Given this format, exams will technically be “open book”. However, exams will also be timed. This makes reading through the book for the first time during the exam a very disadvantageous approach. Each student is responsible for their own exam, and students must take their exams independently of one another. Cheating is prohibited.

Class will not meet on exam days. Your only responsibility for that day is to sit for the exam, accessible via Canvas. Once the exam is started, each student has exactly the time allotted to complete it. Once begun, exams cannot be stopped and returned to at a later time. If you are still testing when the exam ends, the exam will close and you will be graded on what you have completed to that point. More details about exam timing and formatting will be given prior to each exam.

**NOTE:** Malfunctioning technology is your responsibility. To ensure that exams goes smoothly for all students, it is recommended by tech support that you take the exam on campus in available computer labs.

- *Pop Quizzes*

Pop quizzes are unannounced assessments that take place during class time. Such quizzes assess your grasp of the content that is covered in class at the time the quiz is distributed. Quizzes may include multiple choice and/or short-answer questions. These quizzes may be given in class at the instructor’s discretion.

- *Group Project (Paper and Presentation)*

It is increasingly common for organizations to use groups and teams to complete work. The project for this course is comprised of a group paper and a group presentation. More details about this project will be discussed in class as well as posted to Canvas.

## **Student Responsibilities**

- *Arrive to class on time.*

Class begins at 8:30am. Make it your priority to arrive before this start time. If you must leave early or arrive late, please notify me no later than the evening before class (i.e., by 8:30pm on the Tuesday or Thursday of class), and sit somewhere where you can leave (or arrive) with the least amount of disruption. Unexcused late arrivals and early departures from class will adversely affect your final grade in the course.

- *Come to class prepared to participate.*

Participation comes in many forms—contributing to class discussions, actively listening to the instructor, asking relevant questions, volunteering answers to problems, working diligently in groups, etc. I highly encourage you to actively participate in class. First, participation helps solidify learning of testable concepts. Second, participation makes class much more interesting. It is my expectation that classroom interactions will be conducted with mutual respect and consideration for all class members.

- *Refrain from the inappropriate use of cell phones and laptops during class.*

Laptops may be used for note-taking during class time. However, I reserve the right to terminate the continued use of laptops in class at any point during the semester, should students use them inappropriately in class.

Cellphones may only be used in the event of an emergency. Students violating this policy will be asked to leave the classroom for the remainder of the class period.

Using any technology in the classroom for the purposes of recording is prohibited.

- *Ask questions and/or for help when you need it.*  
Class time is an opportune time to ask questions. If something is unclear to you, it is quite likely that it is also unclear to one or more of your classmates, so please ask! You are also encouraged to attend office hours.
- *Check Canvas on a regular basis.*  
Canvas will be used to post important course information and material. If you are unfamiliar with Canvas, seek help from your instructor and classmates.

### **Additional Course Policies and Accommodations**

- *Missed Exams and Pop Quizzes*  
A missed exam or pop quiz will result in a grade of zero. Makeup exams and quizzes will only be given in cases of unavoidable documented emergencies (e.g., medical emergency, car accident, death in the immediate family). Documentation of the cause of the missed exam or quiz must be presented in writing from a dean or a doctor within one week of the exam date. If events do not warrant a makeup exam or quiz, you will receive a grade of zero on the assessment.  
  
Makeup exams and quizzes are to be scheduled within one week of the original assessment date (or the earliest time based upon the unavoidable documented emergency). It is your responsibility to contact your instructor in order to arrange the makeup exam or quiz.
- *Attendance*  
As a student, it is to your advantage to attend class. We will be working together to learn and clarify new concepts. Class time may also be offered toward making progress on graded assignments like the group project. Moreover, pop quizzes will only take place during class. In the case of an absence, you are responsible for any notes and details discussed during these missed meetings.
- *Emails*  
While email is a great communication tool, it is not conducive to learning in this course. It is your responsibility to understand the requisite course information (e.g., the syllabus, course content) before sending your instructor an email.
  - *Syllabus*  
The syllabus is a critical course document and it is your responsibility to read its terms. Please refer to the most recent version of the syllabus before contacting your instructor by email. If the syllabus provides a clear answer to your question, I will refer you back to the syllabus.
  - *Course Content*  
It is your responsibility to attend class prepared, to ask questions during class time, and to attend office hours for additional help (see *Student Responsibilities*). I do not answer specific content-related questions via email.  
  
Slides *may* be offered on Canvas as a companion to note-taking during class and studying after class. However, slides as they appear during lectures are not necessarily guaranteed to be uploaded.
- *Grading*  
**NOTE:** If you have an inquiry that I believe the entire class may benefit from, I may respond to your email as a Canvas announcement or section-wide email. In this case, no identifying information will be released to the class (i.e., name of student who sent the initial email).  
  
This course provides multiple opportunities to earn points during the semester. The final grade distribution for the semester will ultimately be normalized to the performance of the class. Your grade at the end of the semester will be final. No late work or revisions may be submitted after grades have been posted.

- *Accommodations*  
Students in this course seeking accommodations to known disabilities must consult with the Office of Disability Services and follow the instructions of the office for obtaining accommodations. For more information regarding accommodations, please contact the Office of Disability Services at (704) 687-4355 or stop by their office in 230 Fretwell. Students who are requesting a special accommodation must do so by the second class meeting. Please let me know if you are seeking accommodations.
- *Cheating, Plagiarism, & Academic Integrity*  
Academic integrity and honesty are essential to the existence and growth of an academic community. All students are required to read and abide by the Code of Student Academic Integrity. Violations of the Code of Student Academic Integrity (CSAI), including plagiarism, will result in disciplinary action as provided in the CSAI. Definitions and examples of plagiarism are in the CSAI and can be found at: <http://www.legal.uncc.edu/policies/ps-105.html>  
Whereas the group project is your opportunity to collaborate with one another, exams must be completed alone. If this is not the case, action as described in the above policy will be taken.

---

By remaining enrolled in this course, you agree to the class policies and grading criteria set forth in this syllabus. The standards, requirements, and schedule set forth in this syllabus may be modified at any time by the course instructor. Notice of such changes will be by announcement in class, email notice, and/or by changes to this syllabus posted on Canvas.

---

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

---

## Course Schedule

Date	Topic	Reading Due*
<b>August 21</b> T	Introduction to the course	
<b>August 23</b> R	Managing and Performing	Chapter 1
<b>August 28</b> T	Managing and Performing	Chapter 1
<b>August 30</b> R	The External and Internal Environments	Chapter 2
<b>September 4</b> T	The External and Internal Environments	Chapter 2
<b>September 6</b> R	Managerial Decision Making	Chapter 3
<b>September 11</b> T	Managerial Decision Making	Chapter 3
<b>September 13</b> R	Planning and Strategic Management	Chapter 4
<b>September 18</b> T	Planning and Strategic Management	Chapter 4
<b>September 20</b> R	Ethics, Corporate Responsibility, and Sustainability	Chapter 5
<b>September 25</b> T	<b>Exam, Chapters 1, 2, 3, 4, and 5</b>	
<b>September 27</b> R	International Management	Chapter 6
<b>October 2</b> T	Organizational Structure	Chapter 8
<b>October 4</b> R	Organizational Structure	Chapter 8
<b>October 9</b> T	No class – Fall Break	
<b>October 11</b> R	Organizational Agility	Chapter 9
<b>October 16</b> T	Organizational Agility	Chapter 9
<b>October 18</b> R	Human Resource Management	Chapter 10
<b>October 23</b> T	Human Resource Management	Chapter 10
<b>October 25</b> R	<b>Exam, Chapters 6, 8, 9, and 10</b>	
<b>October 30</b> T	Leadership	Chapter 12
<b>November 1</b> R	Leadership	Chapter 12
<b>November 6</b> T	Motivating for Performance	
<b>November 8</b> R	TBA	
<b>November 13</b> T	Motivating for Performance	Chapter 13
<b>November 15</b> R	Teamwork	Chapter 13
<b>November 20</b> T	Teamwork, Leading for Change	Chapter 14
<b>November 22</b> R	No class – Thanksgiving Break	Chapter 14, Chapter 18
<b>November 27</b> T	<b>Group Presentations (Groups 1 - 4)</b>	
<b>November 29</b> R	<b>Group Presentations (Groups 5 - 9)</b>	
<b>December 4</b> T	<b>Group Presentations (Groups 10 &amp; 11)</b>	
<b>December 11</b> 8am to 10:30am	<b>Exam, Chapters 12, 13, 14, and 18 and cumulative essay prompts</b>	

\*Additional readings will be announced ahead of their due date in class and via Canvas. Readings will be available for download via Canvas.