



Course Name: Managing Organizations

Course Number: BA 351

Credits: 4 Credits

Course Description

We will examine the functions of planning, organizing, leading and controlling organizations. Ethical and diversity issues are addressed as they are relevant in entrepreneurial and established ventures.

Prereqs: Junior standing. No credit for business administration majors.

Major/Minor/Option Restrictions: +104, +224, +242, +261, +288, +338, +400, +416, +419, +458, +465, +523, +574, +823, +851, +886 (Agricultural Business Management, Interior Design, Health Management and Policy, Nutrition and Foodservice Systems, Management and Marketing, Construction Engineering Management, Apparel Design, Merchandising Management, Dietetics, Interior Design, Health Management and Policy, Business, Business and Entrepreneurship, Forest Operations Management, Innovation Management, Managerial Economics)

Class Limitations: -1, -2 (Freshman, Sophomore)

Course Credits

Include the number of hours the course meets per week/term in lecture, recitation, laboratory, etc. In the case of online courses, please comment on the number of hours on average that students will interact with course materials. For example, "This course combines approximately 90 hours of instruction, online activities, and assignments for 4 credits."

Technical Assistance

If you experience computer difficulties, need help downloading a browser or plug-in, assistance logging into the course, or if you experience any errors or problems while in your online course, contact the OSU Help Desk for assistance. You can call (541) 737-3474, email osuhelpdesk@oregonstate.edu or visit the [OSU Computer Helpdesk](#) online.

Learning Resources

Daft, Marcic, Understanding Management (10th ed.) Cengage Learning

Note to prospective students: Please check with the OSU Bookstore for up-to-date information for the term you enroll ([OSU Bookstore Website](#) or 800-595-0357). If you purchase course materials from other sources, be very careful to obtain the correct ISBN.

Canvas

This course will be delivered via Canvas where you will interact with your classmates and with your instructor. Within the course Canvas site you will access the learning materials, such as the syllabus, class discussions, assignments, projects, and quizzes. To preview how an online course works, visit the [Ecampus Course Demo](#). For technical assistance, please visit [Ecampus Technical Help](#).

Measurable Student Learning Outcomes

Students who successfully complete BA 351:

- Explain the dynamics of the economic, technological, social and ethical contexts of an organization as these affect organizations.
- Explain the impact of external factors such as the evolution of global markets, technological changes, and the requirements to be socially responsible, and factors within the organization including organizational culture and expectations on ethical conduct, on the management of organizations.
- Explain the requirements on managerial decision-making, of establishing goals and creating systematic plans and strategies for achieving those goals to establish a competitive advantage.
- Compare how alternative organizational arrangements, i.e. organizational structure, and policies and procedures for managing people, facilitate goal accomplishment.
- Identify how individual and group dynamics contribute to goal accomplishment.
- Explain the significance of organizational control processes to ensure goal accomplishment.

Evaluation of Student Performance

[How will the learning outcomes will be measured (exams, projects, discussions, etc.)? What is your grading scale?]

- Discussions – 90 points
- Quizzes – 180 points
- Class Project – 100 points
- Total – 370 points

Grading Scale

Final grade determination. Grading is not based on a curve, but on an absolute standard:

A 93% - 100%	B 83% - 86%	C 73% - 76%	D 63% - 66%
A- 90% - 92%	B- 80% - 82%	C- 70% - 72%	D- 60% - 62%
B+ 87% - 89%	C+ 77% - 79%	D+ 67% - 69%	F Lower than 60%

Course Content

Session	Topic and Activities
Week 1	Course Introduction Ch 01: The World of Innovative Management Ch 10: Understanding Individual Behavior Discussion Board
Week 2	Ch 02: The Environment and Corporate Culture Ch 04: Managing Ethics and Social Responsibility Discussion Board and QUIZ 1
Week 3	Ch 03: Managing in a Global Environment Ch 06: Managerial Decision Making Discussion Board
Week 4	Ch 05: Planning and Goal Setting Ch 07: Designing Organization Structure Submit project topic Discussion Board and QUIZ 2
Week 5	Ch 15: Managing Quality and Performance Ch 08: Managing Change and Innovation Discussion Board
Week 6	Ch 09: Managing Human Resources and Diversity Submit paper for review via Discussion Board & Comments QUIZ 3
Week 7	Ch 11: Leadership Black Gold Case (A) Comment on submitted papers
Week 8	Ch 12: Motivating Employees Discussion Board and QUIZ 4
Week 9	Ch 13: Managing Communication Submit final paper and presentation
Week 10	Ch 14: Leading Teams Black Gold Case (B) & Black Gold Case (C) Discussion Board and Quiz 5

Course Policies

Discussion Boards (DB): A student will earn points for postings on the discussion boards based on the Discussion Rubric. While there is great flexibility in online courses, this is not a self-paced course. You will need to participate in our discussions on at least two different days each week, with your first post due no later than Thurs evening, and your second and third posts due by the end of each week. Postings after the Discussion Board for the Module ends, i.e. **(Sundays at 5pm PST) WILL NOT** be allowed and will not be considered for grading purposes. A student's final grade for DB will be based on the computation below and the total possible DB points based on the description above.

Quizzes. There will be **five** quizzes. These quizzes will be based on material in the chapters assigned for the modules covered after the previous quiz, including the chapters assigned for that week. These quizzes will contain 10 - 15 multiple choice questions per chapter covered, will be accessible through Canvas and will be timed. If you exceed the time limit on a quiz, you will be assessed a penalty of 10% for every five minute interval beyond the time limit. You can take up to 3 attempts on each quiz. Your final

score will be the average of each attempt. Each quiz will **open on the Thursday at 8am** of the week specified in the Course Schedule and will **close promptly on Sunday at 5pm PST of the same week. THERE WILL BE NO MAKE UPS!** So stay on top of the class schedule.

Unusual circumstances: Makeup quizzes will be given only for missed quizzes excused in advance by the instructor. Excused absences will not be given for airline reservations, routine illness (colds, flu, stomach aches), or other common ailments. Excused absences will generally not be given after the absence has occurred, except under very unusual circumstances.

Project. This project will require you to conduct research on a company that interests you and then applying some of the concepts learned. See schedule for due dates. **Closing time is 5pm PST**

Incompletes

Incomplete (I) grades will be granted only in emergency cases (usually only for a death in the family, major illness or injury, or birth of your child), and if the student has turned in 80% of the points possible (in other words, usually everything but the final paper). If you are having any difficulty that might prevent you completing the coursework, please don't wait until the end of the term; let me know right away.

Incompletes

Guidelines for a Productive and Effective Online Classroom

Students are expected to conduct themselves in the course (e.g., on discussion boards, email) in compliance with the university's regulations regarding civility.

Civility is an essential ingredient for academic discourse. All communications for this course should be conducted constructively, civilly, and respectfully. Differences in beliefs, opinions, and approaches are to be expected. In all you say and do for this course, be professional. Please bring any communications you believe to be in violation of this class policy to the attention of your instructor.

Active interaction with peers and your instructor is essential to success in this online course, paying particular attention to the following:

- Unless indicated otherwise, please complete the readings and view other instructional materials for each week before participating in the discussion board.
- Read your posts carefully before submitting them.
- Be respectful of others and their opinions, valuing diversity in backgrounds, abilities, and experiences.
- Challenging the ideas held by others is an integral aspect of critical thinking and the academic process. Please word your responses carefully, and recognize that others are expected to challenge your ideas. A positive atmosphere of healthy debate is encouraged.

Statement Regarding Students with Disabilities

Accommodations for students with disabilities are determined and approved by Disability Access Services (DAS). If you, as a student, believe you are eligible for accommodations but have not obtained approval please contact DAS immediately at 541-737-4098 or at <http://ds.oregonstate.edu>. DAS notifies students and faculty members of approved academic accommodations and coordinates implementation of those accommodations. While not required, students and faculty members are encouraged to discuss details of the implementation of individual accommodations.

Accessibility of Course Materials

All materials used in this course are accessible. If you require accommodations please contact [Disability Access Services \(DAS\)](#).

Additionally, Canvas, the learning management system through which this course is offered, provides a [vendor statement](#) certifying how the platform is accessible to students with disabilities.

Expectations for Student Conduct in this Online Classroom

Students are expected to conduct themselves in the course (e.g., on discussion boards, email postings) in compliance with the university's regulations regarding civility. Student conduct is governed by the university's policies, as explained in the [Student Conduct Code](#).

Academic Integrity

Students are expected to comply with all regulations pertaining to academic honesty. For further information, visit [Student Conduct and Community Standards](#), or contact the office of Student Conduct and Mediation at 541-737-3656.

OAR 576-015-0020 (2) Academic or Scholarly Dishonesty:

- a) Academic or Scholarly Dishonesty is defined as an act of deception in which a Student seeks to claim credit for the work or effort of another person, or uses unauthorized materials or fabricated information in any academic work or research, either through the Student's own efforts or the efforts of another.
- b) It includes:
 - i) CHEATING - use or attempted use of unauthorized materials, information or study aids, or an act of deceit by which a Student attempts to misrepresent mastery of academic effort or information. This includes but is not limited to unauthorized copying or collaboration on a test or assignment, using prohibited materials and texts, any misuse of an electronic device, or using any deceptive means to gain academic credit.
 - ii) FABRICATION - falsification or invention of any information including but not limited to falsifying research, inventing or exaggerating data, or listing incorrect or fictitious references.
 - iii) ASSISTING - helping another commit an act of academic dishonesty. This includes but is not limited to paying or bribing someone to acquire a test or assignment, changing someone's grades or academic records, taking a test/doing an assignment for someone else by any means, including misuse of an electronic device. It is a violation of Oregon state law to create and offer to sell part or all of an educational assignment to another person (ORS 165.114).
 - iv) TAMPERING - altering or interfering with evaluation instruments or documents.
 - v) PLAGIARISM - representing the words or ideas of another person or presenting someone else's words, ideas, artistry or data as one's own, or using one's own previously submitted work. Plagiarism includes but is not limited to copying another person's work (including unpublished material) without appropriate referencing, presenting someone else's opinions and theories as one's own, or working jointly on a project and then submitting it as one's own.
- c) Academic Dishonesty cases are handled initially by the academic units, following the process outlined in the University's Academic Dishonesty Report Form, and will also be referred to SCCS for action under these rules.

Tutoring

[NetTutor](#) is a leading provider of online tutoring and learner support services fully staffed by experienced, trained and monitored tutors. Students connect to live tutors from any computer that has Internet access. NetTutor provides a virtual whiteboard that allows tutors and students to work on problems in a real time environment. They also have an online writing lab where tutors critique and return essays within 24 to 48 hours. Access NetTutor from within your Canvas class by clicking on the NetTutor button in your course menu.

OSU Student Evaluation of Teaching

Course evaluation results are extremely important and are used to help me improve this course and the learning experience of future students. Results from the 19 multiple choice questions are tabulated anonymously and go directly to instructors and department heads. Student comments on the open-ended questions are compiled and confidentially forwarded to each instructor, per OSU procedures. The online Student Evaluation of Teaching form will be available toward the end of each term, and you will be sent instructions via ONID by the Office of Academic Programs, Assessment, and Accreditation. You will log in to "Student Online Services" to respond to the online questionnaire. The results on the form are anonymous and are not tabulated until after grades are posted.

I live and work in Eugene and am a part-time faculty member, because of this my accessibility is somewhat limited. However, I plan to have office hours as stated above or by appointment. If you need to contact me outside of office hours, the best way is to use my email address mike.cieri@bus.oregonstate.edu. **Your concerns are important to me, so don't hesitate to contact me.**

Commitment

My personal commitment to you is that I will work hard to enhance your learning in this class. At the same time, I cannot make you learn! The quality of your education is ultimately your choice. The classes are interactive, so your preparation and participation are critical.