



BUSINESS ADMINISTRATION

CODE: BUA 300

TITLE: Organizational Behavior

DIVISION: Liberal Arts

COURSE DESCRIPTION: Organizational behavior (OB) is an interdisciplinary field drawing from numerous disciplines including psychology, sociology, economics, organization theory, statistics, etc. This OB course will focus on theories, research, and concepts used in analyzing, understanding, and managing human behavior in organizations. Topics will include individual behavior, personality, perception, emotion, decision making, group behavior, communication, power and influence, leadership, conflict and negotiation, diversity, and culture.

PREREQUISITE: Admission to the 3+1 Business Administration

CREDITS: 3 cr.

REQUIRED MATERIALS (CHECK BOOKSTORE FOR LATEST EDITION):

Click on the bookstore for the supplies which you are attending each class.

Rcbc.edu/bookstore

COURSE LEARNING OUTCOMES:

Upon completion of this course, students will be able to:

- Analyze the influences that individual behaviors have within organizations, including diversity, attitudes, emotions, personality, values, perception, decision making, and motivational theories.
- Evaluate the outcomes of group processes within organizations including communication, leadership, power and influence, conflict, and negotiations.
- Analyze the interactive impact that organizational structures and culture have on organizational systems.
- Apply theories, research, and concepts used to analyze and understand human behavior in organizations.

GENERAL EDUCATION OUTCOMES IN THIS COURSE:

**Written & Oral Communication:
Communication**

* Students will communicate meaningfully with a chosen audience while demonstrating critical thought.

Scientific Knowledge & Reasoning: Science	* Students will understand and employ the scientific method of inquiry to draw conclusions based on verifiable evidence.
Society & Human Behavior: Social Science	*Students will demonstrate a general knowledge of political, social and economic concepts and systems and their effects on society.
Technological Competency or Information Literacy: Technology	* Students demonstrate competency in office productivity tools appropriate to continuing their education. * Students exhibit competency in library online database tools appropriate to accessing information in reference publications, periodicals, and bibliographies. * Students demonstrate the skills required to find, evaluate, and apply information to solve a problem.
Ethical Reasoning & Action	*Students will analyze and evaluate the strengths and weaknesses of different perspectives on an ethical issue or a situation.
Global and Cultural Awareness: Diversity	* Students explain how communication and culture are interrelated. *Students will be able to examine how multicultural societies and people help engender a richer understanding of diverse life experiences

CORE COURSE CONTENT:

- Introduction to the Field of Organizational Behavior
- Individual Behavior, Personality, and Values
- Perceiving Ourselves and Others in Organizations
- Workplace Emotions, Attitudes, and Stress
- Employee Motivation
- Decision Making and Creativity
- Team Dynamics
- Communicating in Teams and Organizations
- Power and Influence in the Workplace
- Conflict and Negotiation in the Workplace
- Leadership in Organizational Settings
- Organizational Culture

COURSE ACTIVITIES:

Course activities vary from course to course and instructor to instructor. Below is a listing of some of the activities students can anticipate in this course:

- ▶ Writing assignments: students will analyze current issues in the field using current articles from the popular press as well as library research including electronic resources databases.
- ▶ Speaking assignments: students will present research individually or in groups using current technology to support the presentation (e.g., PowerPoint presentation); students will participate in discussions and debates related to the topics in the lessons. Discussions may also focus on cross-cultural and legal-ethical dilemmas as they relate to the course content.
- ▶ Simulation activities: Trends and issues will analyzed for their ethical as well as social or legal significance. Students might role-play common situations for classmates to analyze. Current news articles may be used to generate discussion.
- ▶ Case Studies: Complex situations and scenarios will be analyzed in cooperative group settings or as homework assignments.
- ▶ Lectures: This format will include question and answer sessions to provide interactivity between students and instructor.
- ▶ Speakers: Representatives from various related fields may be invited to speak.
- ▶ Videos: Related topics will provide impetus for discussion.

EDUCATIONAL TECHNOLOGY:

Rowan College at Burlington County advocates a technology enhanced teaching and learning environment. Advanced technological tools may be used in any course section to facilitate instruction. Many of our sections are web-enhanced, which means that some of your work will be submitted or completed online. Web enhancements may include on-line materials, grade books, testing and quizzes and assignment submission. Many students enjoy the flexibility and convenience that these online enhancements have provided, however if you have concerns about the technology involved, please speak to your instructor immediately.

STUDENT EVALUATIONS:

The student will be evaluated on the degree to which student learning outcomes are achieved. A variety of methods may be used such as tests, quizzes, class participation, projects, homework assignments, presentations, etc.

See individual instructor's course handouts for grading system and criteria (point value for each assessment component in course, e.g. tests, papers, presentations, attendance

etc.), number of papers and examinations required in the course, and testing policy including make ups and/or retests.

GRADING STANDARD:

- A Mastery of essential elements and related concepts, plus demonstrated excellence or originality.
- B+ Mastery of essential elements and related concepts, showing higher level understanding.
- B Mastery of essential elements and related concepts.
- C+ Above average knowledge of essential elements and related concepts.
- C Acceptable knowledge of essential elements and related concepts.
- D Minimal knowledge of related concepts.
- F Unsatisfactory progress. This grade may also be assigned in cases of academic misconduct, such as cheating or plagiarism, and/or excessive absences.

For other grades, see the current ROWAN COLLEGE AT BURLINGTON COUNTY catalog.

COLLEGE POLICIES:

The current college catalog and student handbook are important documents for understanding your rights and responsibilities as a student in the RCBC classroom. Please read your catalog and handbook as they supplement this syllabus, particularly for information regarding:

- ▶ Academic Integrity Code
- ▶ Student Conduct Code
- ▶ Student Grade Appeal Process

OFFICE OF STUDENT SUPPORT AND DISABILITIES SERVICES:

RCBC welcomes students with disabilities into the college's educational programs. Access to accommodations and support services for students with learning and other disabilities is facilitated by staff in the Office of Student Support (OSS). In order to receive accommodations, a student must contact the OSS, self-identify as having a disability, provide appropriate documentation, and participate in an intake appointment. If the documentation supports the request for reasonable accommodations, the OSS will provide the student with an Accommodation Plan to give to instructors. Contact the Office of Student Support at 609-894-9311, ext. 1208 or visit the website at:

www.rcbc.edu/studentsupport

ADDITIONAL SUPPORT/LABS:

RCBC provides academic advising, student support personal counseling, transfer advising, and special accommodations for individuals with disabilities free to all students through the Division of Student Services. For more information about any of these

services, visit the Laurel Hall on the Mt. Laurel Campus, or call (609) 894-9311 or (856) 222-9311, then dial the desired extension:

- Ext. 1557 Academic Advisement and Counseling
- Ext. 1803 Special Populations
- Ext. 2737 Transfer Center

Or visit the following websites:

Academic Advising www.rcbc.edu/advising
Student Support Counseling www.rcbc.edu/counseling
Transfer Center www.rcbc.edu/transfer

RCBC offers a free tutoring for all currently enrolled students. For more information regarding The Tutoring Center call Extension 1495 at (609) 894-9311 or (856) 222-9311 or visit the Tutoring Center Website at www.rcbc.edu/tutoring

Annual Review 2016

DS