COURSE SYLLABUS

Tunxis
Community
College

Education That Works For a Lifetime

Course Title:	Organizational Behavior
Department:	Business & Technology
Curriculum:	Business Administration

Date submitted:	Spring 2014 (AAC: 14-26)

Course Descriptors:
Make certain that the course descriptors are consistent with college and Board of Trustees policies, and the current course numbering system.

Course Code: (eg. ACC 101) — BMG*210

Course Type: L/D

A: Clinical   B: Lab   D: Distance Learning
I: Individual/Independent   L: Lecture   N: M: Seminar
Internship   P: Practicum   U: Studio
X: Combined Lecture/Lab   Y: Combined Lecture/Clinical/Lab   Z: Combined Lecture/Studio

Elective Type: G

E: English   FA: Fine Arts   HI: History   HU: Humanities
LAS: Liberal Arts & Sciences   FL: Foreign Language
M: Math   S: Science   SS: Social Science   G: General

Credit Hours:	3
Developmental: (yes/no)	No
Lecture:	3
Clinical:	0
Lab:	0
Studio:	0
Other:	0
TOTAL:	3
Class Maximum:	35
Semesters Offered:	F/S

Prerequisites:

C- or better in Composition (ENG*101)

Corequisites:

None

Other Requirements:

None

Catalog Course Description:	Study of individual and group processes and behavior in organizational context, organizational structure and design, organizational culture and the management of organizational change. Topics include motivation, learning, group dynamics, communication, decision making, leadership, conflict, power, political behavior, and organizational culture.

Topical Outline:
List course content in outline format.
	A. External and Internal Environment
	   1. The Role of the Manager and the Internal Organizational Environment
	   2. Managing the External Environment & Business Ethics
	
	B. Individual Processes & Behavior:
	   1. Personality, Perception, and Attribution
	   2. Attitudes, Values, and Ethics
	   3. Motivation, Learning, and Stress Management
	   4. Professional Development and Career Management
	
	C. Interpersonal Processes & Behavior
	   1. Group Dynamics, Work Teams and Groups
	   2. Formal and Informal Processes
	   3. Communication, Decision-Making, and Leadership
	   4. Power, Political Behavior, Conflict. and Conflict Management
	
	D. Organizational Processes & Structures:
	   1. Job and Work Design, Information Flow
	   2. Organizational Design, Structure, and Organizational Development
	   3. Organizational Culture
	   4. Managing Change

Outcomes: Describe measurable skills or knowledge that students should be able to demonstrate as evidence that they have mastered the course content.	**Upon successful completion of this course, the student will be able to do the following:** **COURSE:** 1. contrast the formal and informal organizational structures, alternative approaches to job and work design, and the basic organizational structure configurations 2. recognize sources of conflict, the process of development of organizational culture, and issues of cultural diversity and ethics in all aspects of organizational behavior 3. explain at least four different aspects of personality and explain how those aspects of the student's own personality will impact upon her/his decision making, leadership and followership, motivation, and team participation communications 4. explain how leadership impacts a group and can recommend a leadership style to use in a practical situation 5. explain how perception and communication impact upon decision making, including recognizing common perceptual and communications problems and recommending practical solutions 6. explain how a person's values and assumptions impact upon how the person approaches interpersonal relations and problem solving, and can apply knowledge of his/her own values, beliefs, motivations and understandings to explain how they impact her/his own decision making 7. explain a minimum of two empirically valid theories of motivation and can apply them to practical organizational problems 8. demonstrate leadership within a small team by helping the team design effective team processes and procedures, working through conflict situations and employing an effective decision-making process to solve typical problems facing people in organizations **PROGRAM:** *(Numbering reflects Program Outcomes as they appear in the college catalog)* **Business Administration Program** 1. successfully complete the business administration core courses and demonstrate competencies necessary for success in business administration including an understanding of: a) the impact of leadership, employee behavior, organizational culture, group dynamics, and the team-based approach in defining organizational culture, and attaining organizational goals and objectives 2. demonstrate the ability to integrate knowledge and apply learned skills for real-world business decision making

3. demonstrate proficiency in the General Education Abilities as they apply to the business professions

GENERAL EDUCATION: *(Numbering reflects General Education Outcomes as they appear in the college catalog)*

10. Social Phenomena - Students will develop an increased understanding of the influences that shape a person's, or group's attitudes, beliefs, emotions, symbols, and actions, and how these systems of influence are created, maintained, and altered by individual, familial, group, situational or cultural means.

> **Demonstrates**: Accurately and sufficiently explains factors that influence and shape a person's or group's attitudes, beliefs, decisions, and actions.

> **Does Not Demonstrate:** Inaccurately or insufficiently explains factors that influence and shape a person's or group's attitudes, beliefs, decisions, and actions.

11. Written Communication (embedded) - Students will be prepared to develop written texts of varying lengths and styles that communicate effectively and appropriately across a variety of settings.

> **Demonstrates**: Writes articulate texts using appropriate evidence and appeals as determined by the rhetorical situation.

> **Does Not Demonstrate:** Writes texts lacking appropriate evidence and appeals as determined by the rhetorical situation.

Evaluation: List how the above outcomes will be assessed.	**Assessment will be based on the following:** exams quizzes short papers/case studies/exercises participation
Instructional Resources:	**Required:** None **Desired:** None
Textbook(s)	Refer to current academic year printout