

Mon-Fri, 12:30 - 2:45 p.m.
Miller Hall (MH) 2201

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PREREQUISITES: BUSA 2106, ECON 2105 or permission of department chair.

COURSE DESCRIPTION: This course consists of a study of the basic concepts and processes of management. The course includes the study of legal, social, and political environment with specific emphasis on the behavioral perspectives in organizations.

LEARNING OBJECTIVES RELATED TO LEARNING GOALS

1. Students will demonstrate an understanding of management theories and practices including motivation, leadership, group behavior, decision making, planning, structure, and strategy. (BBA 4)
2. Students will demonstrate an understanding of some of the quantitative tools used by managers. (BBA 2)
3. Students will display an understanding of basic ethical and socially responsible approaches to management. (BBA 5)
4. Students will analyze current business issues in the context of their task, general, and global environments. (BBA 4, BBA 6)

REQUIRED TEXT

- Williams, Chuck. (2014) MGMT 6. ISBN-10: 1285091078 | ISBN-13: 9781285091075. South-Western Cengage Learning.

The book is available from the bookstore. You can also find used copies using AddAll.com or clicking here: [Find the text online](#)

Articles and Cases for in-class discussion: Articles are available through the library on-line, or are posted on CourseDen as noted on the syllabus. Additional readings may be announced in class, posted on CourseDen, or distributed in class as the course progresses.

USE OF COURSEDEN (CD): CourseDen is an *absolutely necessary* resource for this class. *All* information, instructions, and updates will be posted on CourseDen. Also, CourseDen is the preferred method of communication with your instructor and classmates. You should get in the habit of checking CourseDen frequently.

COMMUNICATION POLICY: I am usually available to talk in person on the days when the class meets. If you want to contact me electronically, I prefer that you use CourseDen. I will reply to e-mail within 24 hours, except on weekends. Please take the following into account when e-mailing me:

1. CourseDen's email tool has a pre-determined Subject line with the course name. Please change this subject line for one that is informative of the reason for your e-mail. For example: "Question about Exam II", "Resource-Based View grade", etc.
2. Use business-appropriate language.

DETERMINANTS OF THE TERM GRADE

Assignments	Points	Percentage
Three exams (30 points each)	90	60
Video case study: "Enron: The Smartest Guys in the Room"	15	10
Exercises , including plagiarism tutorial (varies)	20	13.34
Group Project: Challenger Case Study	25	16.66
Total	150	100%

Grade Scale	
A	90.0 – 100%
B	80.0 – 89.9%
C	70.0 – 79.9%
D	60.0 – 69.9%
F	0 – 59.9%

EXAMS: You will have a total of *three* exams. Each exam is worth 30 points or 20% of your total grade. Exam format could be multiple choice, short answer, true/false, or discussion.

- Be on time to take tests. Being late is not a good reason to request a make-up exam. No one arriving 15 minutes after the start of an exam, or after one student has turned in his or her exam, will be allowed to take it. Tests will be collected 80 minutes after the start of the class.
- If you are doing poorly on exams, please see the instructor as soon as possible; waiting will not increase your chances of improving your grade.
- Exams are the property of the instructor and the University of West Georgia and may not be taken or duplicated.

Exam weighting and number are subject to change at the discretion of the instructor.

VIDEO CASE STUDY: Each student must watch the documentary "The Inside Job" (available here http://archive.org/details/Enron_TheSmartestGuysInTheRoom) and respond the questionnaire posted on CourseDen. Turn in your submissions using CourseDen's dropbox function.

This video case study is worth 15 points, or 10% of your grade.

IN-CLASS EXERCISES: there are several team or individual assignments to be completed during a class period. Some, but not all, of these exercises are listed in the class schedule. These in-class exercises total 25 points, and number of points per exercise varies.

GROUP PROJECT: You will also have a group project based on a case study of the "Challenger" disaster. This project will be worth 25 points or 16.66% of your grade. More details of the project will be presented in class.

Although the Challenger Disaster happened decades ago, it still lives in America's collective memory. You may even want to talk to your parents and grandparents about what they remember about the day the disaster occurred. The case study provides valuable lessons about managing teams, motivation, leadership, and communication, and serves to apply the concepts learned in Chapters 10, 13, 14, and 15.

DEADLINES, MAKE-UP ASSIGNMENTS AND EXAMS, AND LENGTH LIMITS: Please let me know if under rare and extreme circumstances you will be late in submitting an assignment. A minor delay (less than a week) will result in a penalty of 10% of the grade. A major delay (over a week) will result in 0 points for the assignment.

A similar policy is in place for projects that exceed length limits. Minor excesses (10% or less) will normally result in penalties of 5% of the grade, and significant excesses (more than 10%) in a penalty of 10% of the grade.

Make-up exams, assignments, case studies, in-class exercises will be given only in the event of extraordinary circumstances and university-accepted documented situations:

1. You need to contact the instructor and provide all relevant documentation, 72 hours before the exam for pre-scheduled events (such as university-endorsed functions), and up to 72 hours after the exam for fortuitous events (such as illness).
2. If you meet the requirements outlined in 1, you may be permitted to make up the absence by providing written essay answers (3 pages minimum, double spaced, 12 point New Times Roman font) related to topics assigned by the instructor. A maximum of one make-up assignment will be allowed for absences.
3. Scheduling of all make-up assignments and exams is at the discretion of the instructor.

TECHNOLOGY: The use of technology (i.e. laptops) in the classroom will be permitted as long as these devices are used for classroom related activities and do not distract from the lecture or class discussion. If at any point the use of these devices becomes problematic to the class, all such devices will be banned for the remainder of the semester. **Cell phones should always be turned off or on silent and NEVER used during class.**

THE HONOR CODE: At the University of West Georgia we believe that academic and personal integrity are based upon honesty, trust, fairness, respect and responsibility.

Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating*, fabrication*, aid of academic dishonesty, lying, bribery or threats, and stealing.*

Definitions:

- Cheating - "using or attempting to use unauthorized materials, information or study aids"
- Fabrication - "falsification or unauthorized invention of any information or citation"
- Plagiarism - "representing the words or ideas of another as one's own. Direct quotations must be indicated and ideas of another must be appropriately acknowledged"

Every student must take the plagiarism tutorial as indicated on the syllabus and CourseDen. Any violation of the honor code will result in a grade of F and an official notification to the relevant authorities. Further details regarding Student Conduct can be found in Appendix A of the UWG Connection and Student Handbook.

CREDIT HOUR POLICY (3 credit hours): For approximately seventeen days, students in this class will generally spend 135 minutes with direct faculty instruction (either face-to-face or online) per day and work about 360 minutes outside of the classroom each week. This out-of-class work may include, but is not limited to, readings, simulations, assignments, projects, group work, research, and test preparation.

OTHER IMPORTANT INFORMATION: Students, please carefully review the information available at this link: http://www.westga.edu/assetsDept/vpaa/Common_Language_for_Course_Syllabi.pdf

It is your responsibility to read the information available in this website, as it contains important material pertaining to your rights and responsibilities in this class. Because these statements are updated as federal, state, university, and accreditation standards change, you should review the information at least once each semester.

The instructor reserves the right to make changes to this syllabus.

TENTATIVE COURSE SCHEDULE

Date	Readings	Homework
M June 29	Syllabus CHAPTER 1: Management	
TU June 30	CHAPTER 2: History of Management CHAPTER 3: Organizational Environments and Culture	
W July 1	CHAPTER 4: Ethics and Social Responsibility CHAPTER 14: Leadership	
TH July 2	Exam One Review and Group Projects Speed Dating	Complete the Team Work profile for the Group Speed Dating (CourseDen>Orientation and Housekeeping>Group Project Resources)
F July 3	Holiday in celebration of Independence Day – No class	
M July 6	Exam One (Chapters 1,2,3,4,14)	Plagiarism Tutorial (use CourseDen’s Dropbox function)
TU July 7	Movie: The Inside Job <i>You can watch the movie on your own. There is no class.</i>	Movie questionnaire: use CourseDen’s Dropbox function
W July 8	CHAPTER 5: Planning and Decision Making	
TH July 9	CHAPTER 6: Organizational Strategy CHAPTER 7: Innovation and Change	
F July 10	CHAPTER 8: Global Management CHAPTER 9: Designing Adaptive Organizations Review Exam 2	Complete the Team Work contract using the template available in CourseDen>Orientation and Housekeeping>Group Project Resources
M July 13	Exam Two (Chapters 5,6,7,8,9)	
TU July 14	CHAPTER 10: Managing Teams CHAPTER 11: Managing Human Resource Systems	
W July 15	CHAPTER 12: Managing a Diverse Workforce Gender Pay Gap Exercise	
TH July 16	CHAPTER 13: Motivation	
F July 17	Group Projects and/or make-up for lectures	
M July 20	CHAPTER 15: Managing Communications	
TU July 21	CHAPTER 16: Control CHAPTER 18: Managing Service and Manufacturing Operations	
W July 22	Review Challenger Project Presentations	CHALLENGER Case study Teams, motivation, leadership, and communication This project evaluates Chapters 10, 13, 14, and 15.
F July 24	Exam Three (Chapters 11, 12, 16, and 18)	

The schedule is tentative and may change due to situational factors.