

Master Syllabus

College of Business & Economics, University of Hawaii at Hilo

MGT 300

Management, Organizations and Human Behavior

I. Catalog Description:

A. : Survey of classical and modern management theory and practice. Management implications of organization theory. Basic concepts in work motivation, communication, group dynamics, leadership, organizational change, conflict, and personality.

B. Prerequisites:

Courses or Class Standing: Admission to Professional Business Program, COM 251, QBA 260 (or other statistics course) and ENG 209

II. Course Learning Outcomes: Upon completion of this course, students should know or be able to:

1. **Evaluate** management research and **explain** the difference between a valid scientific study and the claims found in popular books and magazines
2. **Define** and use the terminology and jargon of management correctly. Learn to talk like a manager and to understand what managers are concerned about.
3. **Articulate** the extra-organizational issues that today's managers face, such as globalization, workforce diversity, and the change in the corporate social contract.
4. **Identify** basic theories of management in the areas of leadership, motivation, personality, organizational politics, and organizational culture.

III. **Course Materials:** An introductory text in the principles of management and organizational behavior. Additional materials may be used at the faculty member's discretion, including but not limited to outside reading in business periodicals and

academic journals, case materials, videotapes, study guides, and internet research. Currently we use Stephen Robbins, Organizational Behavior.

IV. Teaching Methods: The course may involve any or all of the following approaches: lecture/discussion, application exercises, independent research, team projects, in-class group activities, student presentations.

V. Evaluation Tools: Typically several examinations, including a final examination, individual student writing assignments that involve the critical analysis of an issue or event with management implications and in-class presentations. Other evaluation techniques such as quizzes and graded exercises may be used.

VI. Course Content:

A. Typical major course topics will include:

1. Varying views of basic management functions, and their historical foundations.
2. Contemporary forces bringing change to traditional management roles and functions.
3. Managerial ethics and the social responsibilities of corporations.
4. Management planning and decision-making at the strategic and tactical levels.
5. Contemporary and historical approaches to the design of organizations.
6. Basic Human Resource management issues.
7. Leadership.
8. Motivation theory and practice, with implications for the design of work.
9. Organizational in interpersonal communication.
10. Group and team dynamics, and their implications for management and the design of organizations.
11. Organizational culture and commitment.
12. Change in organizations

VII. Support of Program Learning Goals

Program Learning Objective	Course Learning Objective(s) Supporting	Targeted Course Performance Level*	Possible Contributions to Program Assessment
Objective 1. Comprehend the fundamental principles of business administration	1,3, 4	D	Define and use the terminology and jargon of management correctly. Learn to talk like a manager and to understand what managers are concerned about. Identify basic theories of management in areas of leadership, motivation, personality, organizational politics, and organizational culture.
Objective 2A. Communicate clearly, logically, and persuasively in Writing	2	I	Articulate the extra-organizational issues that today's managers face, such as globalization, workforce diversity, and the change in the corporate social contract.
Objective 2B. Communicate clearly, logically, and persuasively orally			Course embedded evaluation: multiple choice questions and problems; pre-post tests
Objective 3. Evaluate and analyze source information, subsequently draw conclusions, and present an argument based upon that analysis			Evaluate management research and explain the difference between a valid scientific study and the claims found in popular books and magazines.
Objective 4. Identify, analyze, and decide on courses of action to resolve complex, unstructured problems, using appropriate tools and technology			Course embedded evaluation: multiple choice questions and problems; pre-post tests
* I = Introduced, D = Developed & Practiced with Feedback, M = Demonstrated at the Mastery, Blank=Not Treated in this Course			

Definitions of Student Mastery Levels set performance levels that are somewhat parallel to Bloom's Taxonomy.

I = the student can identify examples (and non-examples) of the desired outcome, name the elements involved, and answer "objective, multiple-choice, fill-in-the blank" type of test questions showing awareness. (Objective tests are not necessarily simple, but they are most likely to be used at this introductory level.)

D = the student can describe, demonstrate or construct an example of the desired outcome but with guidance about each step. In some cases, the steps to learn the outcome may be spread among more than one course or activity within a course. Also included here is evaluation of existing examples of the outcome (pro's and con's, etc.) Essay questions and short projects would be used as evidence.

M = the student can demonstrate the outcome given a problem statement and appropriate data and tools. The student would need to synthesize skills learned previously in isolation. The skill demonstration would be sufficiently rigorous that an outside stakeholder (future employer) would be satisfied with it for an

entry level position after graduation. Term papers, senior projects and research papers, senior portfolios, and capstone coursework would be used as evidence.