

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

Sault Ste. Marie, Ontario

COURSE OUTLINE

COURSE TITLE: Organizational Behaviour

CODE NO. BUS132 SEMESTER:

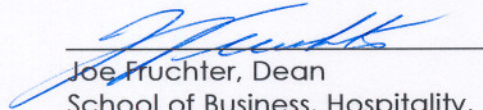
PROGRAM: Human Resources Practices

AUTHOR:

DATE:

PREVIOUS OUTLINE DATED:

APPROVED:

  
\_\_\_\_\_  
Joe Fruchter, Dean  
School of Business, Hospitality,  
Natural Resources & Computer Studies

DATE:

97 05 23

TOTAL CREDITS:

3

PREREQUISITES:

LENGTH OF COURSE: \_\_\_\_\_

TOTAL CREDIT HOURS: \_\_\_\_\_

COURSE NAME: Organizational Behaviour

CODE NO: BUS132

TOTAL CREDIT HOURS: 45

**I. PHILOSOPHY/GOALS:**

Any organization larger than one requires that the organization's purpose be achieved with and through other people. It is not possible for one person to do everything; others must be depended on to assist. For this reason, a good part of the subject of management involves the study of how to work effectively with others. The entire specialized field of human resources management is devoted exclusively to the study of what policies and practices will best create an organization in which the members are able and committed to doing their best, both alone and with others.

Human resource specialists need a basic understanding of organizational behaviour both to assess the likely impact of personnel policies and practices, and to understand how the process of personnel management meshes with the broader management function.

Organizational behaviour examines what makes people "tick" at work. It draws from many behavioural and social sciences. This course will attempt to provide an overview of these influences, paying particular attention to those behaviours which management can influence.

Typically, organizational behaviour (OB) is divided into 'micro' OB which focuses on the behaviour of individuals and small groups and 'macro' OB which deals with the whole organization (or major units in the organization) and the organization's relations with its environment. This distinction between micro OB and macro OB is reflected in the topics in this course. But the student will realize that most practical management problems require consideration of both micro and macro perspectives simultaneously.

**II. STUDENT PERFORMANCE OBJECTIVES:**

This course will provide the student with a thorough introduction to the applied discipline of organizational behaviour. The student will gain a fundamental understanding of the behaviour of individuals, groups and organizational units, and the implications of OB for the process of management.

**III. TOPICS TO BE COVERED:**

Topic 1. An Overview of Approaches to the Study of Organizational Behaviour

Reading: McShane, Ch. 1

COURSE NAME: Organizational Behaviour

CODE NO: BUS132

**III. TOPICS TO BE COVERED (CONT'D):**

- Topic 2. Individual Behaviour: Motivation and Attitudes  
Reading: McShane, Chs. 2, 3, & 8
- Topic 3. Individual Behaviour: Reward Systems  
Reading: McShane, Chs. 4 & 7
- Topic 4. Communication  
Reading: McShane, Ch. 6
- Topic 5. Group Dynamics and Team Building  
Reading: McShane, Chs. 10 & 11
- Topic 6. Politics & Conflict  
Reading: McShane, Chs. 12 & 13
- Topic 7. Managing Workforce Diversity: Issues Related to Women and Racial/Ethnic Minorities  
Reading: McShane, relevant parts of Chs. 6, 7, 11, 12, 13, & 17 (see Index under "Multiculturalism")
- Topic 8. Leadership  
Reading: McShane, Ch. 14
- Topic 9. Management Decision Making  
Reading: McShane, Ch. 9
- Topic 10. Job Design  
Reading: McShane, Ch. 5
- Topic 11. Organizational Culture  
Reading: McShane, Ch. 16
- Topic 12. Organization Design  
Reading: McShane, Ch. 17

COURSE NAME: Organizational Behaviour

CODE NO: BUS132

III. TOPICS TO BE COVERED (CONT'D):

Topic 13. International Organizational Behaviour

Reading: McShane, Chs. 3, 6, 7, 11, 12, 13, 15 & 17

Topic 14. Managing Organizational Change

Reading: McShane, Ch. 15

IV. REQUIRED STUDENT RESOURCES:

Required Text

McShane, Steven L. Canadian Organizational Behaviour, Toronto: Irwin, 1992.

Alternative Texts

Arnold, Hugh, Daniel Feldman and Gerry Hunt Organizational Behaviour: A Canadian Perspective, Toronto, McGraw-Hill, 1992.

Gibson, James, L., John M. Ivancevich and James W. Donnelly, Jr. Organizations: Behaviour, Structure, Processes, (7th Ed.), Homewood, IL: Irwin, 1991.

Gordon, Judith R. A Diagnostic Approach to Organizational Behaviour, (3rd Ed.), Boston: Allyn and Bacon, 1991.

Hodgetts, Richard M. Organizational Behaviour: Theory and Practice, Toronto: Collier Macmillan, 1992.

Johns, Gary Organizational Behaviour: Understanding Life at Work, (3rd Ed.), New York: Harper Collins, 1992.

Kreitner, Robert & Angelo Kinicki Organizational Behaviour, (2nd Edition, Boston: Houghton Mifflin, 1989.

Northcroft, Gregory, B. and Margaret Neale Organizational Behaviour: A Management Challenge, Chicago: Dryden Press, 1990.

Schermerhorn, John R. Jr., James G. Hunt, Andrew J. Templer, R. Julien Cattaneo and Richard N. Osborn, Managing Organizational Behaviour, (1st Canadian edition), New York: Wiley, 1991.

COURSE NAME: Organizational Behaviour

CODE NO: BUS132

IV. REQUIRED STUDENT RESOURCES (CONT'D):

Alternative Texts (Cont'd)

Robbins, Stephen, P. Organizational Behaviour: Concepts, Controversies and Applications, (4th Ed.), Englewood Cliffs, N.J.: Prentice-Hall, 1989.

Roberts, Karlene H. and David Marshall Hunt Organizational Behaviour, Boston, PWS-Kent, 1991.

Vecchio, Robert P. Organizational Behaviour, (2nd Ed.), Chicago: The Dryden Press, 1991.

Wagner, John A. III and John R. Hollenbeck Management of Organizational Behaviour, Englewood Cliffs, N.J.: Prentice-Hall, 1992.

V. EVALUATION METHODS: (INCLUDES ASSIGNMENTS, ATTENDANCE REQUIREMENTS, ETC.)

Attendance and participation are extremely important.

Method of Assessment:

Assignments & Case Studies	20%
Mid Term Exam	40%
Final Exam	40%
Assignments & Participation	<u>10%</u>
Total	100%

Grading:

A+	90 - 100%	Consistently outstanding
A	80 - 89%	Outstanding achievement
B	70 - 79%	Consistently above average achievement
C	60 - 69%	Satisfactory or acceptable achievement
R	less than 60%	The student has not achieved objectives of course and must repeat the course

Note:

Students must meet the minimum grade requirement of a "B" or 70% in every subject area except, Finance and Accounting and HRRIS, in which the minimum grade requirement is a "C" or 60%.

COURSE NAME: Organizational Behaviour

CODE NO: BUS132

**VI. SPECIAL NOTES:**

Those candidates seeking credit by examination may find it useful to consult relevant chapters in human resource management survey text to help place training and development in context. The human resource administration outline for the course identifies several such volumes.

Examinations will use short essay formats and will emphasize conceptual, program and policy issues.