



**Designing Organizations for Sustainable Effectiveness  
MGMT 5308 Online  
Fall 2023**

**INSTRUCTOR AND CONTACT INFORMATION**

**Instructor:** Dr. Jody Fry  
**Office:** 217M Founders Hall  
**Email:** Please use Canvas email. Use my TAMUCT email only when  
Canvas is not available: [lwfry@tamuct.edu](mailto:lwfry@tamuct.edu)

**Office Admin:** Melanie Mason 254-519-5437.

**Phone:** I am often away from my office. The best way to contact me to receive a timely response is via Canvas email which I check often during weekdays.

**Office Hours:** By appointment only (can usually schedule a Zoom call the same day). If a routine matter, use Canvas message. If urgent, contact me through my university email. [lwfry@tamuct.edu](mailto:lwfry@tamuct.edu)

**MODE OF INSTRUCTION AND COURSE ACCESS:**

This course is a 100% online course and uses the TAMUCT Canvas Learning Management System, which can be accessed at <https://tamuct.instructure.com>. For information on how to access Canvas, please refer to section "Technology Requirements and Support" in this syllabus. There are prerequisites to this course such as solid knowledge of APA style, familiarity with the use of PowerPoint, Microsoft Word, the Internet, and attaching documents. You will access all course materials (except textbook), assignments, student-instructor and student-student communication, activities, quizzes, and resource links via the Course website. We will also be using the Sage Vantage supplemental resources platform associated with the required text for assignments in this course. See the required textbook information below.

The course consists of 16 modules each week starting Tuesday and ending on the following Monday night at 11:59 p.m. with all work for the module being due at that time.

**Student-instructor interaction:** As this is an online course, I am accessible mainly through Canvas messaging. However, I tend to spend considerable time at my computer and thus am often available for rapid messaging response. If not, at a minimum, I check messages several times a day during the week and usually at least once on weekends. Regardless, I will get back to you within 24 hours during the week and within 36 hours on the weekend. If you wish to speak by phone, please email me with your phone number and best times to call. If you wish to visit via Zoom, please send me a message and we can interact that way.

**Online Office Hours:** Most mornings I will be at my computer and available for rapid messaging response. I also encourage students to interact with me to ask questions about upcoming assignments, get clarity on course concepts, and/or review your grading status in the course. If you wish to speak

directly, please Canvas message me to set up a Zoom meeting or phone call. Often, we'll be able to meet the same day.

### **Warrior Shield**

Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

### **Emergency Warning System for Texas A&M University-Central Texas**

**SAFEZONE.** SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the [SafeZone](http://www.safezoneapp.com) website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps:

1. Download the SafeZone App from your phone store using the link below:
  - o [iPhone/iPad](https://apps.apple.com/app/safezone/id533054756): [https://apps.apple.com/app/safezone/id533054756]
  - o [Android Phone / Tablet](https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp)  
[https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service.

**For updates on COVID information,** please monitor the University [website](https://www.tamuct.edu/covid19/) [https://www.tamuct.edu/covid19/]

## **COURSE INFORMATION**

**Course Overview and Description:** This course examines theories, processes and “fit” models of organization design and alignment of structure, technology, information systems, reward systems, people and culture, and management processes with organizational goals. Emphasis is on maximizing the triple bottom line for sustainable effectiveness and how organizations can be led and managed so they are economically, socially, and environmentally sustainable.

**Course Student Learning Outcomes (SLO):** As a result of completing this course, the learner will be able to:

1. Identify key terms, concepts, and models of organization design.
2. Apply concept theories, processes and models of organization design.
3. Formulate how to align the organizations structure, technology, information systems, reward systems, people and culture with organizational goals and strategies.
4. Evaluate courses of action to address complex organization design issues from multiple theoretical perspectives.
5. Conduct an organization design analysis of an organization committed to sustainability.
6. Explore the relevance of organization design for maximizing the triple bottom line and sustainable effectiveness.

### **Required Reading and Textbook(s):**

Daft, R.L (2016) *Organization Theory and Design* (13<sup>th</sup> Ed.). Mason, Ohio: South-Western.  
**ISBN: 9780357445143**

To Purchase text (hardcover or ebook) and other tutorial materials see:  
<https://www.cengage.com/c/organization-theory-design-13e-daft/9780357445143PF/>

Lawler, E. & Worley, C. (2011). Management Reset: Organizing for Sustainable Effectiveness. San Francisco, CA: Josey-Bass Publishing.  
**ISBN: 978-0-285-86634-5**

Amazon Link  
<https://www.amazon.com/Management-Reset-Organizing-Sustainable-Effectiveness-ebook/dp/B004PYDTAA>

A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Reference for citations:** American Psychological Association. (2019). Publication Manual of American Psychological Association (7<sup>th</sup> ed.). Washington, D.C

## COURSE REQUIREMENTS

**All exam and assignment due dates are given in the Course Syllabus link.**

**Syllabus Changes:** Dr. Fry reserves the right to make changes to this Syllabus should circumstances during the semester warrant. Should this occur, a new Syllabus will be posted on the Course Web Site with a different date in the file name. Students will be advised via a Course Message and Announcement of the Syllabus change.

**Late Submissions:** Unless otherwise stated in the assignment instructions, **no late submissions will be accepted unless arrangements are made PRIOR to the day of the assignment's deadline.** In some cases, the request for deadline extension should be accompanied with a doctor or hospital note as back-up.

**Posting of Grades:** All grades will be posted in Canvas Grade book so that you can monitor your course status.

**Grading Policy:** All graded assignments will be graded and returned within one week of submission.

**Important University Dates/Academic Calendar:**  
<https://www.tamuct.edu/registrar/academic-calendar.html>

**Learning and demonstrating the ability to perform case analyses is a significant part of this course.** Your Organization Design Final Project Assignment requires you to apply the Case Analysis Outline in Appendix A. Being able to apply this case analysis process, both individually or as part of a team, is what distinguishes graduate from undergraduate work in management. In doing so you are required to not only learn and demonstrate your knowledge of the basic vocabulary and concepts in organizational behavior, you must demonstrate that you can:

1. Take a real world situation and analyze it using distinct approaches that help you gain insight into the key issues that must be addressed to move the organization to the next significant level of performance.

2. Apply the most relevant concepts or models that can be used to assess the degree to which the organization is following them. The basic assumption here is that individuals and organizations that apply or adhere to these concepts/models are more effective.
3. If these models are being successfully followed and implemented, then the challenge is to offer, select, and implement alternatives that, given the situation analysis, will help insure that the organization continues to be effective.
4. If there is a discrepancy between the organization's behavior and what is prescribed by these models, the challenge is to offer, select, and implement alternatives that reduce this discrepancy.
5. Draw on at least one model that should be followed as part of your implementation strategy that will effectively address the issues you identified in the situation analysis.

The bottom line in all of this is to help you develop the ability and skill to more effectively apply relevant models of organizational design in your everyday life. If you can do so, it will fundamentally change the way you view your world and positively influence your personal and organizational effectiveness.

### **Use of AI Resources**

Artificial Intelligence (AI) has become an integral part of many fields, including academia. This policy outlines the guidelines and considerations for the use of AI in this course. The objective is to promote the ethical and responsible use of AI as a tool for learning while addressing the potential challenges and risks associated with the technology.

*Note:* This policy serves as a guideline and is subject to the specific requirements and guidelines provided by the instructor and is subject to modification based on instructor discretion and any specific requirements outlined in the course syllabus.

[How to use ChatGPT](#)

[How to use Bing Chat](#)

[How to use Google Bard](#)

[The Power of ChatGPT Prompts: Including Examples](#)

### **1. Permitted and Forbidden Circumstances for AI Use**

1.1 *Permitted Use:* Students are permitted to use AI in this course under the following circumstances: a) Exploratory and experimental purposes to enhance learning. b) Augmenting research and data analysis. c) Supporting creative projects, such as generating content or artwork.

1.2 *Forbidden Use:* The following circumstances are strictly forbidden: a) Using AI to engage in any form of academic dishonesty, including plagiarism, cheating, or impersonation. b) Employing AI to generate or modify content for the purpose of deceptive or misleading practices. c) Utilizing AI to violate any applicable laws, regulations, or ethical guidelines

### **2. Citing AI in APA format**

2.1 When using AI-generated content or incorporating AI algorithms into their work, students must clearly cite the AI tools or platforms used, including the specific models or algorithms employed. This includes providing proper attribution to the developers, researchers, or organizations responsible for the AI technologies employed.

#### *APA Style AI Citations*

Currently, APA recommends that text generated from AI be formatted as "Personal Communication." As such, it receives an in-text citation but not an entry on the References list.

Content from AI tools like ChatGPT is usually nonrecoverable, so it cannot be retrieved or linked in your citation and should be cited as **personal communication**

*Rule:* (Communicator, personal communication, Month Date, Year)

*Examples:*

(OpenAI, personal communication, January 16, 2023).

When asked to explain psychology's main schools of thought, OpenAI's ChatGPT's response included ... (personal communication, February 22, 2023).

*2.2 Academic Integrity:* Students must adhere to the college's guidelines for citing sources and giving credit to avoid plagiarism. It is important to distinguish between original work, the contributions of AI, and external sources in their assignments or projects.

### **3. Warning about Hallucination and Student Accountability**

*3.1 Hallucination and Deceptive Data:* AI technologies may have a tendency to generate misleading or hallucinated data. Students should be aware that AI outputs might not always be accurate or reliable. Therefore, it is crucial to critically evaluate and verify the output produced by AI before utilizing it in academic work.

*3.2 Student Accountability:* Students are ultimately responsible for the content they submit. While AI can provide assistance, students should exercise caution and exercise their judgment in determining the accuracy and appropriateness of the output generated by AI tools. They must ensure that the AI-generated content aligns with the course objectives and academic standards.

### **4. Using AI Ethically and Responsibly**

*4.1 Ethical Considerations:* Students must use AI tools and algorithms in an ethical manner, respecting the rights and privacy of others. They should not use AI to engage in discriminatory or harmful practices, propagate misinformation, or violate any applicable laws or regulations.

*4.2 Responsible Use:* Students should employ AI in a responsible manner, adhering to the principles of fairness, transparency, and accountability. They should be aware of potential biases and limitations inherent in AI systems and take steps to mitigate these biases, where possible.

### **5. Using AI as a Learning Tool, Not Just for Content Production**

*5.1 Learning Enhancement:* AI should be utilized as a tool to augment the learning experience, helping students explore and understand concepts more deeply. Students should actively engage with AI technologies to gain insights, test hypotheses, analyze data, and develop critical thinking skills.

*5.2 Balance with Content Production:* While AI can assist in content generation, students should avoid solely relying on AI to produce work without actively engaging with the subject matter. It is essential to use AI as a complement to their learning process, integrating their own creativity, knowledge, and analysis in their assignments or projects.

## **Assignments:**

**1. Course Profile and Agreement: (10 points)** This form outlines information about yourself and requires you to agree that you have read and understood the requirements for the course and the

responsibilities of a graduate student. Be sure to read the Syllabus fully and tour the course web site prior to signing this form. Should you have questions after reading the Syllabus and touring the web site, post to the Course Q&A Discussion Board, and Dr. Fry will respond. This Profile/Course Agreement is due at the end of the first week of class.

**2. Introductory Discussion Forum: (30 points)** As we are a community of learners, to help us get to know each other, the first week of class you are required to post an introduction to this Discussion Forum. Be sure to include: What degree you are pursuing, what point are you in your studies, your current and past work experience, what you hope to learn in this class, how you hope to apply it to your future work, and a personal tidbit about you (e.g. hobbies or family). Posting a picture is optional. 10 points of your grade is based on an initial posting of at least 2 full paragraphs containing all the information listed above. The additional 10 points is based on responses to at least 2 of your colleagues (5 points each) addressing thoughtfully their portion of their post discussing what they expect to get out of the class.

*Although there is only one discussion forum for this assignment, there are separate deadlines, one for posting your initial profile and one for the responses to your colleagues. See the course Syllabus Link for due dates.*

**3. Chapter Exams (4 exams x 50 points = 200 points) SLO 1:** There will be four examinations during the semester. The exams are non-cumulative, and will include only materials covered in the assigned chapters for that exam. Exams will be open-book and open-note. However, given the time limitations you will only have time to consult notes for a few questions so you must study and be familiar with the material. You only get one attempt at each exam. Due dates for your exams are given in the course Syllabus link. Make ups are only for those people who missed the exam with legitimate and documentable excuses (not being prepared is not a legitimate excuse for not taking an exam during its regularly scheduled time). **Make ups will be give the weekend following the scheduled exam. If you miss that exam there will be one last chance to take it the last week of the semester.**

For help in how to prepare for objective exams see:

<https://www.houghton.edu/current-students/center-for-student-success/academic-support-and-accessibility-services/study-advisement/test-taking/multiple-choice-and-true-false-tests/>

[https://www.education.com/magazine/article/Test\\_Tips\\_TrueFalse\\_Multiple/?gclid=CjwKCAiAh9qdBhAOEiwAvxIok5f\\_KXMYT0tzMn4TG2TfFdkZEv8JpDwv-pU64rKJd9oMudRjAsKhixoC8\\_4QAvD\\_BwE](https://www.education.com/magazine/article/Test_Tips_TrueFalse_Multiple/?gclid=CjwKCAiAh9qdBhAOEiwAvxIok5f_KXMYT0tzMn4TG2TfFdkZEv8JpDwv-pU64rKJd9oMudRjAsKhixoC8_4QAvD_BwE)

Most exams will be available Wednesday 8:00 AM – Sunday, 11:59 PM). Exams will be timed and once started must be completed.

**4. Sustainability Discussion Forums (85 points each, total 170 points) SLOs 8 & 9:**

There will be two discussion forums that require you to reflect on issues related to sustainability and sustainable development as it relates to organizational design. 50 points of your grade is based on an initial posting of at least 2 full paragraphs containing all the information listed above. The additional 35 points is based on responses to at least 2 of your colleagues (25 points each) addressing thoughtfully their portion of their post.

Your postings/insights in the Discussion forum are based on the following:

1. Application of course concepts;
2. Ability to articulate your analysis clearly; and
3. Integration of student colleagues' contributions and insights leading the discussion to a deeper level of understanding.

*Please note that there are separate deadlines, one for your initial post and one for the responses to your colleagues. All posts will be graded after the second deadline. See the Course Syllabus link in Canvas for*

due dates.

**5. Literature Review Paper (240 points Total).** This assignment requires you to conduct an academic/scholarly integrative literature review in which you document an area of sustainability by focusing on one of the SDG's as it relates to organization design for sustainable effectiveness, which is what our *Management Reset* text is all about. See Canvas syllabus links for the due dates for these assignments.

**A. Literature Review Proposal (40 Points):** Before you begin the literature review paper assignment, submit a 1-2 page proposal of the SDG you intend to research and a brief summary of an article related to organization design for sustainable effectiveness for this SDG. Worth 4 percent of your grade, I use this assignment as a check to help make sure you're on the right track. See the Assignment Link in Canvas for full instructions.

**B. Literature Article Summaries (100 Points):** You are required to submit 12 article summaries in preparation for your literature review submission and presentation (see below). Be sure and include a good summary introduction and all references in a reference section. In addition, no more than 6 internet articles should be selected. Regardless, all of your references must be of substance and have clear implications for organization design for sustainable effectiveness (e.g., no blogs or short essays). Include a short introduction. Each article summary should be no more than one page. See the Assignment Link in Canvas for full instructions.

For more on summarizing an article see:

<https://www.kibin.com/essay-writing-blog/how-to-summarize-an-article-the-smart-way/>  
<https://www.aresearchguide.com/summarize-an-article.html>  
<https://www.wikihow.com/Summarize-a-Journal-Article>

A useful tool for finding and formatting references in APA format is Citefast.  
<https://www.citefast.com/?s=APA>

Here is an article, [Writing Integrative Literature Reviews](#) , and a You Tube video on writing an integrative literature review. [You Tube Video: Writing an Integrative Literature Review](#)

The TAMUCT librarians are available to assist distance learning students doing research. **Ms. Michelle Shea** is the lead Management Librarian and she is available to assist you. To schedule an appointment with her, link to [https://tamuct.libguides.com/prf.php?account\\_id=182411](https://tamuct.libguides.com/prf.php?account_id=182411)) She is Canvas proficient and can meet with you via chat, web-conferencing, in-person or phone.

**B. Literature Review paper (100 Points):** Your literature review paper should be 5+ pages, single-spaced with 8 pt spacing between paragraphs, 1-inch margins, 12 pitch Times New Roman Font. In addition to the 8+ pages, the report should have a beginning cover sheet, ending bibliography, and an appendix, which should include the article summaries you drew from. The reference page and in-paper citations should be in APA 7<sup>th</sup> edition format. See the Assignment Link in Canvas for full instructions.

**The Article Summaries you submitted earlier should also be cited in the body of your paper and included in your references. Also, be sure and include your Summary articles as an Appendix with your submission.**



*Also, for this assignment you need to give a summary of what are the organization design implications for each section (e.g., companies and partnerships; countries) of your organization design analysis as well as an overall discussion for your entire review.*

For more on writing an integrative literature review see:

[Writing Integrative Literature Reviews](#)

[You Tube Video: Writing an Integrative Literature Review](#)

A useful tool for finding and formatting references in APA format is Citefast.

<https://www.citefast.com/?s=APA>

For examples of how to write, reference, and cite in APA 7<sup>th</sup> edition style see the APA Resources Module in Canvas.

### **6. Management Competency Journal (10 assignments x 10 points = 100 Points): SLO 3**

The management competency journal is where you should demonstrate that you have mastered and can apply course concepts/models in a real-world context. For this assignment you are required to prepare a journal in which you record what you have learned from completing each of the assigned cases and exercises. **See Appendix B for more detail and instructions for completing this assignment.**

Feel free at any time to submit a MCJ assignment for my feedback to help you get a better feel for what is required for this assignment.

**7. Organization Design Project (250 Points Total): SLO 4-7:** For this project you are required to pick an organization to study that is addressing issues related to sustainability and sustainability development. Companies that embrace sustainability do not pursue financial gain at any cost. Rather they actively seek to change the world for the better; they recognize that sustainability and sustainable development should be of equal importance with employee well-being and profits – i.e., embracing the Triple Bottom Line or People, Planet, and Profit. In doing so, they assess the social, environmental, and economic aspects of any action so that it is as sustainable as possible. These organizations view sustainability and sustainable development as not only meeting the needs of the present but also seeking to build the kind of world that we want our children and grandchildren to inherit.

You can choose a company/city/industry you currently work for or have experience with that is involved with an issue related to sustainability. Alternatively, you can choose an organization, public or private, that you may or may not have direct contact with. **For potential sustainability organizations to study see the Sustainability Resources page in Canvas.**

The analysis of the company, the format of the report, and its grading will **follow that of the Case Analysis Outline in Appendix A**. For section 3 of the outline (Organization Design Analysis), you are required to apply in-depth 3-course concepts/models. **Make sure you can relate your analysis to one or more SDGs and that one of the concepts/models you use comes from the Management Reset text.**

**A. Organization Design Project Proposal (50 Points):** Decide on a company and its leader you want to research extensively for this assignment. See The Sustainability Resources page in the course Canvas Sustainability Module for sustainability resource links and example organizations or library resources to find credible company information. Google, Business Source Complete, ABI Inform, Wall Street Journal, Lexus/Nexus and Regional Business News are good places to start your search. See the Assignment Link in Canvas for full instructions.

Be sure there is enough publicly published information about the company to pull together a well-written, in-depth analysis. The TAMUCT librarians are available to assist distance learning students



doing research. **Ms. Michelle Shea** is the lead Management Librarian and she is available to assist you. To schedule an appointment with her, link to [Scheduling an appointment with Ms. Shea \(https://tamuct.libguides.com/prf.php?account\\_id=182411\)](https://tamuct.libguides.com/prf.php?account_id=182411). She is Canvas proficient and can meet with you via chat, web-conferencing, in-person or phone. *Also, be sure and relate your organization's sustainability initiatives to the UN Sustainability Development Goals.*

**After deciding on your company, contact me first to get my approval before you prepare your proposal.**

*Total length should be no more than 3 pages, single-spaced with 8 pt spacing between paragraphs. Provide 5 references in APA format, which are not counted as part of the 3 pages.*

After the proposals are graded, you have the option of scheduling a meeting with Dr. Fry to receive further feedback and discuss the upcoming major case analysis paper. To do so contact Dr. Fry with possible meeting times and Dr. Fry will select one.

***There is a 2 Point penalty per page over this limit.***

**B. Organizational Design Project Part 1 (100 points):** This assignment only requires you to complete the introduction and first two sections of the [Case Analysis Outline](#). In particular, formulate an initial management question in Section 2 and provide sources in proper APA 7th edition format (see below). Make sure you demonstrate that the organization is focused on one or more of the Sustainable Development Goals (SDGs). As part of this submission, you are also to address any comments I made to your Organization Design Proposal. There will be a 2 point penalty assessed for each comment not addressed. See the Assignment Link in Canvas for full instructions.

Part 1 should be no more than 6 single-spaced pages (exclusive of cover page, table of contents, references and attachments), APA style, 12 pitch Times New Roman font, single-spaced with 8 pt spacing between paragraphs. ***There is a 2 Point penalty per page if you go over the over 6 page limit.***

Use at least 7 references, which must all be cited in the body of your paper. Make sure 3 of these are references other than web pages. Multiple citations from the same website only count as one citation toward the 7 reference requirement. See the Syllabus course link for the due date. In addition, any textbooks required for this course cannot be counted as a reference. Also, be sure and take advantage of the library link in the course menu. This will be an important source of references and background material for your Final Team Project.

**No late submission will be accepted for this project unless arrangements are made before the due date.**

**C. Organization Design Project Part 2 (100 points):** For this assignment, the analysis of the company, the format of the report, and its grading will follow that of the Case Analysis Outline in Appendix A. Make sure you can relate your analysis to one or more SDGs. For section 3 of the outline (Organization Design Analysis), you are required to apply in-depth 3-course concepts/models. See the Assignment Link in Canvas for full instructions.

**Be sure and include the key issues you identified and the Management Question (revised per any comments I made) from your Part 1 submission. In other words, your paper should include the Management Question with issues and sections 3-6 of the Case Analysis Outline.**

The paper will be due the final week of the semester and should be no more than 10 pages, single-spaced with 8pt spacing between paragraphs. In addition to the 10 pages, the report should have a

beginning cover sheet, ending bibliography, and an appendix, if needed, with appropriate exhibits. It is incumbent on you to write up enough detail on the organization so that I can follow the application of course concepts/models to the case situation. A general rule of thumb is that the case situation write up should comprise about 50% of your paper.

*The references and citations should be in APA 7th edition format. **There is a 2 Point penalty per page if you go over the over 10 page limit.***

Submit your Final Team Project through the assignments link. Use this format – Course Identification\_Final Case Project (name of company)\_Your Team Name.

Use at least 15 references with citations, 8 of which must be references other than web pages. **Also make sure that every citation in your references are cited in the body of your paper.** Multiple citations from the same website only count as one citation toward the 15 reference requirement. See the Assignments course link for the due date. **Ms. Michelle Shea** is the lead Management Librarian and she is available to assist you. To schedule an appointment with her, link to [Scheduling an appointment with Ms. Shea \(https://tamuct.libguides.com/prf.php?account\\_id=182411\)](https://tamuct.libguides.com/prf.php?account_id=182411) She is Canvas proficient and can meet with you via chat, web-conferencing, in-person or phone.

**No late submissions will be accepted.**

Assignment	Percent of Final Grade
Course Profile Agreement	10
Introductory Discussion Forum	30
Chapter Exams (4 @ 50 Points each)	200
Sustainability Discussion Forums (2 @ 85 Points each)	170
Literature Review Proposal	40
Research Article Summaries	100
Literature Review Paper	100
Management Competency Journal (10 @ 10 Points each)	100
Organization Design Project proposal	50
Organization Design Project Part 1	100
Organization Design Project Part 2	100

<b>Grading Rubric and</b>	<b>Total Possible Points</b>	1000	<b>Criteria</b>

**Grades will be calculated as follows:**

<b>Course LETTER GRADE</b>	<b>Total Point Range</b>
"A"	900-1000
"B"	800-899
"C"	700-799
"D"	600-699
"F"	599 or below

**Note #1: Extra Credit:** There is no extra credit in this course.

**Note #2: Requests for Incomplete Grades:** Incompletes will only be given in emergency or other extreme circumstances and then only if a significant percentage of the course has been satisfactorily completed. Any request for an incomplete grade in this course must be approved by the professor prior to the last week of classes. Where possible, requests should be submitted in written form and must include an address and/or telephone number where you may be contacted throughout the following semester. Texas A&M University Central Texas uses the grade of 'K' on transcripts and grade reports to identify incomplete grades.

**Note #3:** Questions concerning one's grade on a particular task (e.g., test, case) should be resolved within one week after receiving the graded material. There will be no reviewing of previously graded material at the end of the semester.

**Note #4 - Posting of Grades:** Grades for Chapter Exams will be posted the day after the availability period has passed. Grades for Major assignments and the Individual Case Exams will be posted within one week following the due date.

## COURSE SCHEDULE

**Note: This schedule is for information only and may be changed as the semester progresses. Canvas is the official place to consult for all assignments and their due dates.**

Dates	Unit	Chapter	Subject/Readings	Assignments
8/28-9/3	1	Ch. 1	Syllabus  Introduction to Organizations and Organization Design  Time for a Reset	<p style="color: red;"><b>See Syllabus Course Link in Canvas for Official Due Dates</b></p> <p><b>MCJ = Management Competency Journal</b></p> <ol style="list-style-type: none"> <li>1. Go over Material on the Home Page in the course menu</li> <li>2. Read Course Syllabus.</li> <li>3. Daft: Read Ch 1 <b>L&amp;W:</b> Read Forward, Preface &amp; Chs 1</li> <li><b>4. Intro discussion forum first posts due</b></li> <li><b>5. Course Profile Agreement Due</b></li> <li><b>6. MCJ #1:</b> Measuring Organizational Dimensions.</li> </ol>
9/4-9/10	2	Ch. 2	Strategy, Organization Design, and Effectiveness  Sustainable Management	<ol style="list-style-type: none"> <li>1. Daft: Read Ch 2 <b>L&amp;W:</b> Read Ch 2</li> <li>2. Review Introduction to Sustainability Module</li> <li><b>3. MCJ #2:</b> Your Strategy/Performance Strength</li> <li><b>4. Intro discussion forum second posts due</b></li> </ol>
9/11-9/17	3	Ch. 3	Fundamentals of Organization Structure  Structures for Sustainable Effectiveness  Introduction to Sustainability	<ol style="list-style-type: none"> <li>1. Daft: Read Ch 3</li> <li>2. Review Cases: Aquarius Advertising &amp; CC Grocery</li> <li><b>3. MCJ #3:</b> You and Organization Structure.</li> </ol>
9/18-9/24	3		Reward Systems	<ol style="list-style-type: none"> <li>1. Chapter 3 Continued: <b>L&amp;W:</b> Read Ch 9</li> <li><b>2. Literature Review Proposal Due</b></li> <li><b>3. Exam 1 (Chs 1-3)</b></li> </ol>

9/25-10/1	4	Ch. 4	The External Environment  Developing a Strategy & Managing Talent	1. Daft: Read Ch 4: L&W: Read Ch 4 2. Review Case: Acme & Omega
10/2-10/8	5	Ch 11	Organizational Culture and Control  Strategies for Sustainable Effectiveness	1. Daft: Read Ch 11: L&W: Read Ch 3 <b>2. MCJ #4: NASCAR</b> <b>3. First Post for Discussion Forum 1 Due</b>
10/9-10/15	6	Ch. 12	Innovation and Change  Leading Managing and Following	1. Daft: Read Ch 12: 2. L&W: Read Ch 11 <b>3. MCJ #5: Are You Innovative?</b> <b>4. Second Posts for Discussion Forum 1 Due</b> <b>5. Lit Review Article Summaries Due</b>
10/16-10/22	7	Ch. 5	Interorganizational Relationships	1. <b>Daft:</b> Read Ch 5 2. Review Case Analysis Resource Module in preparation for your Organization Design Paper Proposal <b>3. MCJ #6: Bradford Chemicals</b> <b>4. Exam 2 (Chs. 4,5,11,12)</b>
10/23-10/29	8	Ch. 6	Designing Organizations for the International Environment	1. Daft: Read Ch 6: 2. Optional Review Case: Rhodes Industries <b>3. MCJ #7: What is Your Cultural Intelligence?</b> <b>4. Literature Review Paper Due</b>
10/30-11/5	9	Ch. 7	Dual Purpose Organizations, Corporate Sustainability, and Ethics  Transforming to Sustainable Management	1. Read Daft Ch 7 <b>L&amp;W:</b> Read Ch 12 2. Read: The Learning Organization Material <b>3. MCJ #8: Solo: Helping a Million</b> <b>4. Org Design Paper Proposal Due</b>
11/6-11/12	10	Ch. 8	Designs for Manufacturing and Service Technologies  Sustainable Work Systems	1. Daft: Read Ch 8: 2. <b>L&amp;W:</b> Read Ch 7 <b>3. MCJ #9: Digitization in the Manufacturing Sector</b>

11/13-11/19	11	Ch 9	Designs for Digital Organizations and Big Data Analytics  Managing Performance	1. Daft: Read Ch 9: <b>L&amp;W: Read Ch 8</b> <b>2. First Post for Discussion Forum 2 Due</b> <b>3. Exam 3 (Chs 6-9)</b>
11/20-11/26	12	Ch 10	Organizational Size, Life Cycle, and Decline	1. Daft: Read Ch 10: <b>2. Second Post for Discussion Forum 2 Due</b> <b>3. Org Design Paper Part 1 Due</b>
11/27-12/3	13	Ch 13	Decision-Making Processes	1. Daft: Read: Ch 13 2. Review Case: Cracking the Whip <b>3. MCJ #10: Style of Decision Making</b>
12/4-12/14	14	Ch 14	Conflict, Power, and Politics	1. Daft: Read Ch 14: 2. Review Case: Daily Tribune <b>3. Exam 4 (Chs10,13,14)</b> <b>4. Org Design Paper Part 2 Due.</b> No late submissions will be accepted.

## CLASS POLICIES

### COBA Learner Access and Success Web Site

This web site has been specially designed to provide “one stop shopping” for the University and College resources that College of Business Administration students are likely to need throughout the semester. This includes setting up an appointment with an advisor, tutoring, career and professional development, among other services and many helpful videos. **Check it out and bookmark it, it will be very useful:** [COBA Learner Access and Success](https://www.tamuct.edu/coba/coba-learners.html) (https://www.tamuct.edu/coba/coba-learners.html)

**Course Standards:** Professional level writing and communication are critical skills in the business world. This standard should be displayed in all assignments for this class. All communications, both to the Professor and student colleagues should be kept professional, including Discussion Board postings and email/messaging correspondence. For written assignments, all work should be proofread, free of grammatical errors, include proper citations and be in accordance with American Psychological Association (APA) standards, including one inch margins and 12 pitch Times New Roman font. For information on APA standards and correct citation formats consult APA module in the Course Resources module in the Canvas web site.

**Classroom Policies:** I expect you to treat this course *like a job*: Be **professional** in your speech, your writings including **posting on Canvas** and **communications to me, and most importantly, communications to your class members.**

As a member of this class, you are invited to think, question, disagree and offer alternatives. That is part of the academic experience, as well as part of learning to be a contributing, critical thinker in any professional setting. However, my expectation is that you will behave **professionally and courteously**

toward another student and the professor, and respect the rights of others at all times. Failure to do so will be cause to report the offending student(s) to Academic Affairs.

Treat this class as a business setting. That means:

- You don't ever simply fail to show up for work in a corporate setting. Similarly, when taking an online course, even though you have more flexibility in deciding when to check course materials, announcements, and upcoming assignments, you must log into your Canvas at least a couple times a week to stay on top of the course schedule.
- You would never schedule vacation during a critical work project in a corporate setting – that means that while you're in school you should schedule vacations between semesters or on approved university holidays, not during the semester.
- In a corporate setting, you would never submit poor quality work to your colleagues and managers. This means, while you're in school, you should do your best and submit senior-level-worthy work to your student colleagues and the professor. This requires that you study relevant materials and carefully read and follow assignment instructions. This also requires that you demonstrate senior-level writing skills (I strongly recommend that you utilize the writing center if needed).

**Netiquette:** Netiquette refers to appropriate ways of communicating through the Internet. It is very important to any online course including this course.

Here are some specific policies for this course:

- You do not dominate any discussion. You will let other students give input in the discussion.
- You do not use aggressive and/or offensive language to present your ideas or opinions to other students or the instructor.
- You do not use sarcastic language when you do not agree with another student or the instructor. Therefore, be cautious in using your humor and make sure you are just being humorous, NOT sarcastic.
- Popular emoticons such as ☺ can be helpful to convey your tone in your reply to another student in discussion but do NOT overuse them.
- You do not make fun of another student's ability to read or write.
- You should be open-minded and listening to others' opinions.
- You do not ever use Internet slangs like "LOL," "Q4U," and "C U" in your postings and emails.
- You always think, edit, and proofread your postings and emails before you push the "send" button to make sure your spelling and grammar is correct.
- You do not ever post your entire reply using all bold upper-case letters – it is hard on the eye and can be interpreted as "yelling" according to Internet language.
- You respect diversity (e.g., gender and ethnicity) in your communications.
- Your postings should be direct, to the point, and relevant. You do not include wordy sentences that do not add any value to the discussion.
- You should be patient and read all other discussions before you add something. This will help you avoid repeating something someone else has already contributed.

## **TECHNOLOGY REQUIREMENTS AND SUPPORT**

### **Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.



Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

### **Canvas Support**

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

### **Other Technology Support**

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

*Please let the support technician know you are an A&M-Central Texas student.*

## **UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES**

### **Warrior Center for Student Success**

The Warrior Center for Student Success is a comprehensive academic support department at A&M-Central Texas, dedicated to fostering an environment of excellence and empowerment among its student body. The center offers a wide range of programs and services to ensure every student reaches their full potential, and is a haven for students seeking guidance, resources, and a strong support network to excel in their educational journey.

**ADA Access and Accommodations:** Texas A&M University-Central Texas ensures that students with disabilities have equal access to educational opportunities by providing appropriate accommodations and support services. If you believe you have a physical, learning or socio-emotional disability requiring reasonable accommodations, please visit [Access and Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) [<https://www.tamuct.edu/student-affairs/access-inclusion.html>] for more details or contact the Office of Access and Inclusion, WH-212; (254) 501-5836. Any information you provide is private and confidential.

**Success Coaching and Peer Mentoring:** Our experienced Success Coaches work one-on-one with students to develop personalized action plans, set academic goals, and build effective study strategies, time management skills, and resilience. Our Peer Mentors provide a valuable support system, offering guidance, encouragement, and a relatable perspective to help students navigate their academic and personal challenges. For more details call 254-501-5836 or 254-501-5928 or visit [Academic Support](https://www.tamuct.edu/student-affairs/academic-support.html) [<https://www.tamuct.edu/student-affairs/academic-support.html>]. Click the link to schedule a session (virtual or in-person) with a success coach [bit.ly/3q7uB50](http://bit.ly/3q7uB50) or visit WH, 111.

**Testing Services:** We offer a secure and comfortable environment for students and members of the community to take courses and distance learning exams, as well as placement tests and professional certification exams. Our Testing Service also offers resources and support referrals for testing related challenges (test anxiety, learning disabilities, etc.) and supports all approved ADA accommodations. Call (254) 519-5830 or visit the [Testing Center](https://www.tamuct.edu/testing-center/) [<https://www.tamuct.edu/testing-center/>].

**Tutoring and Supplemental Instruction Services:** Our team of qualified Tutors and Supplemental Instructors assist students in various non-writing subjects, promoting academic comprehension and enhancing learning outcomes. Click the link to schedule a tutoring session with a TAMUCT tutor (virtual or in-person) or view tutor availability [bit.ly/43Q6wNz](http://bit.ly/43Q6wNz). You may also chat live with a remote tutor 24/7 for a

variety of subjects through our partnership with Tutor.com, an online tutoring platform that is free to all TAMUCT students. To learn more please visit [Tutoring Services](https://www.tamuct.edu/student-affairs/academic-support.html#tutoring) [https://www.tamuct.edu/student-affairs/academic-support.html#tutoring] or call (254) 501-5836 or visit the Tutoring Hub in Warrior Hall, 111.

### **Academic Integrity**

Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Student Conduct Office. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the [student conduct process](https://www.tamuct.edu/student-affairs/student-conduct.html), [https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may [submit a referral](https://cm.maxient.com/reporting.php?TAMUCentralTexas), [https://cm.maxient.com/reporting.php?TAMUCentralTexas].

### **Drop Policy**

If you discover that you need to drop this class, you must complete the [Drop Request](#) Dynamic Form through Warrior Web.

[https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdId=https://eis-prod.ec.tamuct.edu:443/samlSso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Records and Admissions Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Records and Admissions Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Records and Admissions Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

### **Pregnant and/or Parenting Students Rights and Accommodations**

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of [Title IX and related guidance from US Department of Education's Office of Civil Rights](#), the Associate Dean in the Division of Student Affairs, (254) 501-5909, can assist students who are pregnant, experiencing pregnancy-related conditions, and/or parenting by provide flexible and individualized reasonable accommodations. Students should seek out assistance as early in the pregnancy as possible through the [Pregnancy & Parenting webpage](#) [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. For more information, please visit [Student Affairs](#) [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. If you would like to read more about these [requirements and guidelines](#) online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

[Title IX of the Education Amendments Act of 1972](#) specifically prohibits discrimination against a student based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions [https://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.html].

Students experiencing any form of discrimination due to any of these conditions are encouraged to reach out to the Title IX Coordinator, 254.519.5716, [titleix@tamuct.edu](mailto:titleix@tamuct.edu), Founders Hall 317B, or the Associate Dean of Student Affairs, 254.501.5909, Warrior Hall 105.

### **Title IX Rights and Reporting Responsibilities**

Texas A&M University-Central Texas is committed to creating a safe and open learning environment for all students. If you or another student has experienced any form of gender discrimination or sexual misconduct, including sexual harassment, sexual assault, dating/domestic violence, and/or sex-based

stalking, help and support are available. Our university strongly encourages all members of our campus community to report incidents and seek support for gender discrimination and sexual misconduct through the Title IX Office. You may contact the Title IX Office at 254.519.5716, [titleix@tamuct.edu](mailto:titleix@tamuct.edu), Founders Hall 317B, or learn more by visiting the [Title IX webpage](https://www.tamuct.edu/compliance/titleix.html) [https://www.tamuct.edu/compliance/titleix.html]. Please be aware that that under [Title IX](#), [Texas Senate Bill 212](#), and [System Regulation 08.01.01](#), [https://policies.tamus.edu/08-01-01.pdf] all university employees are mandated reporters and are required to disclose information about suspected or alleged violations as listed above and defined in System Regulation 08.01.01. If the Title IX Office receives information about an incident, they will reach out to offer information about resources, rights, and procedural options as a member of the campus community. Although I have an obligation to report, you will, in most cases, control how your case will be handled. When working with the Title IX Office you will have access to resources and accommodations but also have the opportunity to express if you wish to move forward with an investigation. Our goal is to make sure you are aware of the options available to you as a student. Community members are not required to respond to this outreach.

If you or another student wishes to speak to a confidential employee who does not have this reporting responsibility, you can contact the [Student Wellness & Counseling Center](#), [https://www.tamuct.edu/student-affairs/student-counseling.html], 254.501.5955, or [swacc@tamuct.edu](mailto:swacc@tamuct.edu), located in Warrior Hall Room 207L or the Student Support Advocate, 254.501.5978 or [ssa@tamuct.edu](mailto:ssa@tamuct.edu), located in founder Hall Room 317D.

## PROFESSIONAL WRITING AND COMMUNICATION STANDARDS

**Course Standards:** Professional level writing and communication are critical skills in the business world. This standard should be displayed in all assignments for this class. All communications, both to the Professor and student colleagues should be kept professional, including Discussion Board postings and email/messaging correspondence. For written assignments, all work should be proofread, free of grammatical errors, include proper citations and be in accordance with American Psychological Association (APA) standards, including one inch margins and 12 pitch Times New Roman font. For information on APA standards and correct citation formats consult APA module in the Course Resources module.

**University Library & Archives:** The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 400,000 eBooks and 82,000 journals, in addition to the 96,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place virtually through WebEx, Microsoft Teams or in-person at the library. [Schedule an appointment here](#) [https://tamuct.libcal.com/appointments/?g=6956]. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](#) [http://tamuct.libguides.com/index]

**University Library Services: Information literacy** focuses on research skills which prepare individuals to live and work in an information-centered society. Library research skills are another critical tool in the business world, and will be required for this class. Librarians will work with students in the development of critical reasoning, ethical use of information, and the appropriate use of secondary research techniques. Help may include, yet is not limited to: exploration of information resources such as library collections and services, identification of subject databases and scholarly journals, and execution of effective search strategies. Library Resources are outlined and accessed at:

<http://www.tamuct.edu/departments/library/index.php>

Library databases that would be particularly helpful for the projects in this class are contained in the Management Library Guide:

<http://tamuct.libguides.com/c.php?g=117073&p=762177>

These databases, such as *Business Source Complete* and *Hoover's*, go well beyond what students can find by just "googling" their company. These resources are not available to the general public, your University fees pay for these articles, which are in-depth and provide the depth you need to provide credible information on your case analyses.

The TAMUCT librarians are available to assist distance learning students doing research. **Ms. Michelle Shea** is the lead Management Librarian and she is available to assist you with your research. To schedule an appointment with her, link to [Scheduling an appointment with Ms. Shea](https://tamuct.libguides.com/prf.php?account_id=182411) ([https://tamuct.libguides.com/prf.php?account\\_id=182411](https://tamuct.libguides.com/prf.php?account_id=182411)). She is Canvas proficient and can meet with you via chat, web-conferencing, in-person or phone.

**University Writing Center:** University Writing Center: Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via [WOnline](https://tamuct.mywconline.com/) [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

**Tutoring:** Tutoring is available to all A&M-Central Texas students, both virtually and in-person. Student success coaching is available online upon request.

If you have a question, are interested in becoming a tutor, or in need of success coaching contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, visit the Warrior Center at 212 Warrior Hall, or by emailing [WarriorCenter@tamuct.edu](mailto:WarriorCenter@tamuct.edu).

To schedule tutoring sessions and view tutor availability, please visit [Tutor Matching Services](https://tutormatchingservice.com/TAMUCT) [<https://tutormatchingservice.com/TAMUCT>] or visit the Tutoring Center in 111 Warrior Hall.

Chat live with a remote tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

## **OTHER POLICY STATEMENTS**

**A Note about Sexual Violence at A&M-Central Texas:** Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Wellness and Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/compliance/titleix.html) [https://www.tamuct.edu/compliance/titleix.html].

### **Behavioral Intervention**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the [referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=2]. Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/student-affairs/bat.html) website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

**Appendix A**  
**Organizational Theory & Design**  
**Management 508**  
**Case Analysis Outline**

A significant amount of this course is centered on you learning how to apply the Case Analysis Outline given below. Being able to apply this case analysis process, both individually and as part of a team, is what distinguishes graduate from undergraduate work in management. For exams and assignments that require you to apply the Case Analysis Outline, you must demonstrate that you can:

1. Take a real world situation and analyze it using distinct approaches that help you gain insight into the key issues that must be addressed to move the organization to the next significant level of performance.
2. Apply the most relevant concepts or models that can be used to assess the degree to which the organization is following them. The basic assumption here is that individuals and organizations that apply or adhere to these concepts/models are more effective.
3. If these models are being successfully followed and implemented, then the challenge is to offer, select, and implement alternatives that, given the situation analysis, will help insure that the organization continues to be effective.
4. If there is a discrepancy between the organization's behavior and what is prescribed by these models, the challenge is to offer, select, and implement alternatives that reduce this discrepancy.
5. Draw on at least one model that should be followed as part of your implementation strategy that will effectively address the issues you identified in the situation analysis.

1. **Situation Analysis (25%):** Describe briefly in 2-3 paragraphs the management situation reflected in the case. This is not a restating of the case details or history. Instead, it captures the essence of the management situation and leads to the development of the issue(s) statement to follow. Be sure and include a:

A. Vision/Purpose/Mission/Values Statement

**Identify any issues related to:**

1. The organization not having a stated set of Vision/Purpose/ Mission/ Values.
2. The organization not living up to its stated set of Vision/Purpose/ Mission/Values.

B. Stakeholder analysis:

1. Identify key stakeholders
2. Identify expectations for each stakeholder.
3. **Identify any issues related to** unmet stakeholder expectations.

C. Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis

**Identify any issues related to** your SWOT analysis. These usually have to do with weaknesses and threats

2. **Issue(s) Statement & Management Question (10%):**

A. List and briefly summarize the key issues you identified in your Situation Analysis.

B. Close this section with a *single, concise but comprehensive underlying*

management question that must be answered to address the key issues from A.

3. **Organization Design Analysis (35%):** Apply in-depth 3 course concepts/models. This means that you should identify a model/concept (e.g., the Framework for Responses to Environmental Change from chapter 4) and use it to analyze/describe what's going on in the case relative to the key issues and the management question to be addressed. If the case differs from what the model suggests or recommends, this provides evidence that the model can be useful in addressing the key issues and answering the management question.
4. **Identification and Evaluation of Alternatives (15%):**  
*First restate the management question. Be sure that your chosen alternative(s) will address this question.*  
  
Based on the Organizational Design Analysis, identify three or more specific alternatives that should be evaluated to address the issues and the underlying problem identified in the management question. Label each with a brief key word name that identifies the alternative, i.e., Reorganize the Division. Then develop and fully discuss the pro's and con's, and related implications of each alternative.
5. **Recommended Alternative(5%):** Suggest which of your alternatives from Part 4 you recommend be implemented and why.
6. **Implementation and Conclusion (10%):** Describe and discuss the strategic and operational issues related to implementing the recommended alternative. Include a course concept/model to follow along with a timeline for implementing it.



## Appendix B MGMT 508 Management Competency Journal Instructions

**Overview:** The management competency journal is where you should demonstrate that you have mastered and can apply course concepts/models in a real-world context. For this assignment you are required to prepare a journal in which you record what you have learned from completing each of the assigned cases and exercises.

**For Case Analyses:** Read the assigned case carefully several times and take notes about important events and facts mentioned in it. Use these facts and events (“case data”) and then apply concept/models from the relevant text chapter to answer the discussion questions. A well thought out and complete response to each case question applies concepts from the text woven in with case data to fully support the analysis.

**Also include the Case Questions in bold along with your answers.**

**For Exercises:** For “Exercises” be sure that you discuss *what you have learned about you*. You are not required to duplicate or copy each exercise, just read and comply with the instructions for that particular exercise. **Be sure and give your score for each exercise (if applicable) as part of your discussion.** A well thought out and complete response to each case/exercise applies concepts/models from the text to fully support your analysis. **Expected length for responses is 1-2 complete paragraphs per question.**

**Assigned Cases and Exercises:** The assigned cases and exercises that will comprise your Management Competency Journal are given below. Be sure and answer case/exercise questions.

- |            |   |
|------------|---|
| Chapter 1  | Exercise: Measuring Dimensions of Organizations. Answer all 15 questions for your current or a previous job. Answer only question 2 on page 38. Be sure and give the total scores for formalization, centralization, and technology. Describe your job in enough detail so that you adequately explained the scores for each dimension.     |
| Chapter 2  | Exercise: Your Strategy/Performance Strength (page 65). Be sure and tie your answer to chapter concepts/models.<br>1. Which of your two scores are higher and by how much?<br>2. What is your strategy strength?<br>3. What design in Figure 2.7 is most appropriate for your strategy strength?  |
| Chapter 3  | Exercise: You and Organization Structure. Answer the questions on page 134. Do this exercise individually without a partner or as a member of a small team. Be sure and tie your answer to chapter concepts/models.   |
| Chapter 11 | Case: Yahoo! “Get to Work!”<br>1. Why do you think Marissa Mayer adopted a more centralized and bureaucratic approach by bringing all employees on-site to work at Yahoo?<br>2. Why do you think many employees resisted this change?<br>3. What do you think will be the full impact of having employees work on-site rather than at home? |
| Chapter 12 | Exercise: Are You Innovative (page 488)? Be sure and tie your answer to chapter concepts/models.  |
| Chapter 5  | Case: Bradford Chemicals. Answer these questions:<br>1. Do you think it is necessary for Henderson to meet with and try to build support from such a diverse group of people before moving ahead with the color lab and paint shop? Why?<br>2. How does the institutional view in the chapter help explain the events in this case?         |

3. Which of normative or coercive forces among stakeholders are most likely to affect the decision to build the color lab and paint shop? Why?

Chapter 6 Exercise: What is Your Cultural Intelligence (page 231)? Answer these questions. Be sure and tie your answer to chapter concepts/models.

1. What is the major challenge you face concerning cultural Intelligence?
2. How does this affect your approach to organization design?

Chapter 7 Case: Solo: Helping a Million People See Again. Answer these questions:

1. Why do you think there are no noticeable conflicts between the social welfare logic and the commercial logic at SOLO?
2. Which aspect of Amaraneni's behavior do you think was most important for getting SOLO off the ground? Why?
3. Do you think Amaraneni's start-up company would have succeeded had it not had a triple bottom line mission?

Chapter 8 Case: Digitization in the Manufacturing Sector: Skills in Transition? Answer these questions:

1. What is meant in the case by "jobs being de-skilled"? Do you think the knowledge and skillsets based on older technologies are worth saving for a company?
2. Do you think computer technicians should be hired directly from school or hired from among existing operators and retrained into the new job? Why?
3. How might a company best work through the transition from an old to a new manufacturing technology with its employees?

Chapter 13 Exercise: Style of Decision Making (Page 568). Only answer question 2. Also discuss your score compared to the mean student score of 21.6. Be sure and tie your answer to chapter concepts/models.

**Professional Caliber Writing:** All written case analyses must be clearly written, in professional caliber language, and fully proofread

**Deadline and Grading:** Consult the Canvas syllabus Link for due date and time.

**Assignment Submission:** Submit this assignment through the Syllabus Course link. **DO NOT** email any assignments to me unless specifically instructed to do so.