

Organizational Behavior and Work

Mondays and Thursdays, 10:20am - 11:40am , Beck Hall, Room 251 (Livingston Campus)

Instructor

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Course Description

“Management is the most noble professions if practiced well. No other occupation offers as many ways to help others learn and grow, take responsibility and be recognized for achievement, and contribute to the success of a team. One of the most compelling trends in the teaching and practice of business management over the last two decades is the transformation of *manager from someone expected to have all the answers to a person whose primary role is develop the people around them to their full capabilities.*”
- Clay Christensen, Professor, Harvard Business School

Organizational Behavior is a field of study that explores human psychology and behavior, group processes and team dynamics, and organizational structure and culture. This exploration enhances one’s self-awareness and mastery so he/she functions at his/her highest capabilities at work. For managers, this exploration further enhance their ability to create conductions for other employees to realize their highest potential in organizations.

Learning Objectives

The student is able to:

School of Management and Labor Relations:

- Demonstrate an understanding of how to apply knowledge necessary for effective work performance (Goal VI).
- Demonstrate an ability to interact with and influence others in a professional manner, and to effectively present ideas and recommendations (Goal VII).

Labor Studies and Employment Relations Department:

- Analyze the degree to which forms of human difference shape a person’s experience of, and perspectives on, work (Goal 6).
- Work productively in teams, in social networks, and on an individual basis (Goal 13).

Course:

- Demonstrate self-awareness and mastery.
- Realize one’s highest potential.

Course Requirements

Common Core

- Attendance, Attention, Engagement, and Contribution to Learning (35%). Students are required to (1) attend all classes on time and in their entirety and (2) fully engage in class activities and with classmates (**turn-off and stow-away** of all electronic devices (smart watches included). Only free of electronic device usage will result in full attendance credit; any use of device, however brief, will result in deduction of attendance credits. Two absences will be dropped to accommodate all personal situations, including but not limited to illness, university-sponsored events, work, and religious holidays.

Option 1 - Textbook and MyManagement Lab - Stephen P. Robbins and Timothy A. Judge (2016). Organizational Behavior (17th edition) with access code to MyManagementLab, Pearson.

- Reading Comprehension and Applying Concepts through MyManagementLab - Chapter Dynamic Study Modules (DSM) and Warm-Up Questions (5%) and Quizzes (30%). Students are required to complete readings and quizzes before the due time; assignments not submitted by the due time will receive 0 point. Two lowest scores will be dropped to accommodate all personal situations, including technical issues, late registration, work, illnesses, religious holidays, and university-sponsored events.
- Team Project (15%). The team performance will be assessed by peers. Absence on the day of team presentation will result in a zero score, regardless of reasons. Team project consists of two parts:
 - Design an experiential learning activity to answer the questions of the “case incident” by applying at least three relevant concepts/theories in the chapter.
 - Find an academic research article of mindfulness in the chapter’s subject area. Summarize the research question, methodology, findings, comparing findings to personal experiences of mindfulness practices, and implications for managers, The summary will be about 3 to 4-page (single space, 12-point font, 1-inch margin) per team.
- Inner Engineering Lab (15%). Inner Engineering Lab involves daily mindfulness practice, in-class practice, and a 3 to 4-page paper. The daily practices must be recorded via a mobile app. Credits will not be given without documentation of daily practice time. Students with special needs and circumstances may arrange an alternative to fulfill this requirement before the end of second week of the semester

Option 2 - Inner Engineering Online (Corporate Version)

- Complete 7 Inner Engineering Online lessons (60-90 minutes per lesson) and reflection questions (1-page) by the due time (30%) and 48 days of Inner Engineering Challenge (15%). Students are required to complete the online lessons before the due time and practice all Inner Engineering tools (25-30 minutes daily) for 48 days. Daily practices will be recorded using an app and entered into a daily practice log. Assignments not completed by the due time will receive 0 point.

- Team presentation and written research proposal (15%). Each team will choose an organizational behavior topic area and propose a research study on the effect of Inner Engineering on an area of organizational behavior (Open source free textbook for research ideas - <https://doi.org/10.24926/8668.1501>). The written proposal is 3 - 4 page (double-space, 1 niche margin, and 12-point font) per team. Each team will present what they learn from Inner Engineering and their research proposal.
- Final Reflection Paper (5%). The final reflection paper will be about 3 to 4-page (double-spaced, 1-inch margin, 12-point font). The paper will be about your learning from the Inner Engineering Online.

Course Schedule

Dates	Topics	Readings & Assignments
Week 1	1/15 MLK Holiday	
	1/18 Course Foundation and Team Formation	
Week 2	1/22 What Is Organization?	
	1/25* What Is Organization? Inner Engineering Online Lesson 1	R & J, Chapter 1* Quiz Due
Week 3*	1/29 Attitudes and Job Satisfaction Inner Engineering Online Lesson 2	R & J, Chapter 3 Quiz Due
	2/1 Emotions and Moods Inner Engineering Online Lesson 3	R & J, Chapter 4 Quiz Due
Week 4	2/5 Personality and Values Inner Engineering Online Lesson Upa Performance Team 1	R & J, Chapter 5* Quiz Due R & J, Chapter 4 Case Incident
	2/8 Performance Team 2	R & J, Chapter 5* Case Incident
Week 5	2/12 Perception and Decision Making Inner Engineering Online Lesson 4	R & J, Chapter 6* Quiz Due
	2/15 Performance Team 3	R & J, Chapter 6* Case Incident
Week 6	2/19 Motivation Inner Engineering Online Lesson 5	R& J, Chapter 7* Quiz Due
	2/22 Performance Team 4	R& J, Chapter 7* Case Incident
Week 7	2/26 Foundation of Group Behavior Inner Engineering Online Lesson 6	R & J, Chapter 9 Quiz Due
	3/1 Performance Team 5	R & J, Chapter 9 Case Incident

Dates		Topics	Readings
Week 8	3/5	Understanding Work Teams Inner Engineering Online Lesson 7	R & J, Chapter 10* Quiz Due
	3/8	Inner Engineering Challenge Begins Day 1 Performance Team 6	R & J, Chapter 10* Case Incident
Week 9	3/12	Spring Break	
	3/15	Spring Break	
Week 10	3/19	Communication	R & J, Chapter 11* Quiz Due
	3/22	Performance Team 9	R & J, Chapter 11* Case Incident
Week 11	3/26	Leadership	R & J, Chapter 12* Quiz Due
	3/29	Performance Team 10	R & J, Chapter 12* Case Incident
Week 12*	4/2	Conflict and Negotiation	R & J, Chapter 13 Quiz Due
	4/5	Power and Politics Video on Leadership	R & J, Chapter 14 Quiz Due
Wee 13	4/9	Organizational Structure Performance Team 11	R & J, Chapter 15* Quiz Due R & J, Chapter 13* Case Incident
	4/12	Performance Team 12	R & J, Chapter 15* Case Incident
Week 14	4/16	Organizational Culture	R & J, Chapter 16* Quiz Due
	4/18	Inner Engineering 48 Days Challenge	
	4/19	Performance Team 13	R & J, Chapter 16* Case Incident
Week 15	4/23	Organizational Change and Stress	R & J, Chapter 18* Quiz Due
	4/24	Inner Engineering Challenge Day 48	
	4/26	Organization Change and Stress Performance Team 14	R & J, Chapter 18* Case Incident
Week 16	4/30	Review	IE Reflection Paper Due
5/7	8:00-11:00am	Final Exam (Optional)	