

**Organizational
Assessment**
MAN 4282 - Spring 2023

- I. Instructor:** Mack Cooley **E-mail:** cooleym@usf.edu

Office: Virtual / before or after class **Office Hours:**

By appointment

Course prerequisite: with a minimum grade of C-

- II. Course Description:** The course is designed to be a general introduction to the area of management. As such it is a tour through many related areas rather than an in-depth look at any one area. The emphasis of the course is on providing a basic background in management to serve as a groundwork for future studies. The practical side of management will also be stressed with emphasis on developing managerial skills in students. This is a blended class, a combination of Face to Face and Teams sessions. Face to Face classes may be attended real time via Team sessions. Attendance will be recorded for each class session.

- III. **Text:**
Cummings, Thomas G. and Worley, Christopher G., **Organization Development and Change**, 10th Ed. Cengage Learning, Andover, MA, 2015. ISBN -10: 1133190456 and ISBN -13: 9781133190455

- IV. Evaluations of Student Performance:**
There will be three (3) exams during the semester. Standard USF plus and minus grading will be used, except that there will be no plus or minus for the “A” grade. The point weights given to each assignment will be as follows

<u>Assignment</u>	<u>Points</u>
Exam I	100
Exam II	100
Exam III	100
Group Case	60
Attendance	40
Total Points	400

Exams: The three exams will not be cumulative and the format of each exam will be discussed before it is administered. **There will be no make-up exams, except in dire emergencies.** Students not able to take a scheduled exam for a **legitimate** reason must notify the instructor **in advance** so that a separate exam can be arranged. If you miss a test, you will be required to do a library research project (20-25 pages typewritten) in its place. All materials including lectures, readings, class exercises and discussions are fair game for exams.

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Class Notes: Class notes or tapes of class lectures may not be sold.

Team Case: The class will be divided into teams. Each team is responsible for completing the case assigned in class. Since the case requires knowledge of the content of the course to complete it correctly, the case will not be assigned until around the time of the second test. This is not a long case and you should have plenty of time to finish it. Since this is a group project, all members of a group will receive the same group score for the project.

Disabled Students: Any student with a disability is encouraged to meet with me privately during the first week of class to discuss accommodations. Each student must bring a current **Memorandum of Accommodations** from the Office of Student Disability Services which is prerequisite for receiving accommodations. Accommodated examinations through the Office of Student Disability Services require two weeks notice. All course documents are available in alternate format if requested in the student's **Memorandum of Accommodations**.

Grade Changes: Any student that would like to appeal the grade they received for a test or project should see me immediately. Don't wait until the end of the semester if you feel your grade is wrong. If you wish to appeal your final class grade, you must contact me within one month of the start of the following semester.

Plagiarism: Plagiarism will not be tolerated. Students caught plagiarizing other peoples work will be dealt with according to the official University policy. All materials taken from electronic sources must be properly referenced.

Emergencies: In the event of an emergency, it may be necessary for USF to suspend normal operations. During this time, USF may opt to continue delivery of instruction through methods that include but are not limited to: Canvas, etc.

Disabilities: "Students with disabilities are responsible for registering with Students with Disabilities Services in order to receive academic accommodations. SDS encourages students to notify instructors of accommodation needs at least 5 business days prior to needing the accommodation. A letter from SDS must accompany this request."

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Class Recording

Classes will be recorded and streamed online. Student's voice and video will be included in the class recording. It is the student's responsibility to make sure the privacy of their surroundings and background is maintained.

VI. Learning Goals:

1. Identify the basic theories, concepts, functions, and practices of organization development and change
2. Apply key management concepts, theories, and ethical principles to practical challenges faced in changing organizations
3. How organizations diagnose, organize, and plan change
4. Develop knowledge of sustainable business and how to achieve it

VI. Course Content: The course will be taught using lecture, class discussion, and a written case analysis and discussion.

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Class Date (Monday 2 pm ET)	Topic or Activity	Text Assignment	F2F / Teams-Location
1/09	Introductions / Organizational Development	Chapter 1 & 2 First Class Attendance	Sarasota Manatee - B 206 / Teams
1/16	Holiday	-	Holiday
1/23	Change	Chapters 3 & 4	Teams Pre-Recorded
1/30	Diagnostics	Chapters 5 & 6	Teams Pre-Recorded
2/6	Interventions / Manage Change	Chapters 7 & 8	SM - B 206 / Teams
2/13	Exam 1 (Chapters 2-8) / Evaluating Interventions	Chapters 9	SM - B 206 / Teams
2/20	Process Approaches	Chapters 10 & 11	SM - B 206 / Teams
2/27	Designs & Employee Involvement	Chapters 12 & 13	SM - B 206 / Teams
3/6	Work Design & Performance Mgt.	Chapters 14 & 15	SM - B 206 / Teams
3/13	Spring Break		Spring Break
3/20	Exam 2 / Talent Management	Chapter 16	SM - B 206 / Teams
3/27	Communication / Leadership	Chapters 17 & 18	SM - B 206 / Teams
4/3	Motivation / Groups Teams	Chapters 19 & 20	SM - B 206 / Teams
4/10	Org. culture / Business environments / Production Control	Chapters 21, 22 & 23	SM - B 206 / Teams
4/17	Supplemental Topics		SM - B 206 / Teams
4/24	Supplemental Topics	Case Due	SM - B 206 / Teams
5/1	Exam 3	Time: TBD	TBD