HR 3203

Syllabus
Prof. Rodger Randle

Summer 2008

UNIVERSITY OF OKLAHOMA
DEPARTMENT OF HUMAN RELATIONS

Introduction to Organizational Studies

An interdisciplinary approach to learning how organizations and the people in them can be made more effective through planned change and the incorporation of Human Relations values.

COURSE DESCRIPTION

In this course we will study organizations and processes of organizational change. We will study the roles of leaders and followers, and how the values that organizations have adopted shape the way organizations function. The course is geared to learning how to achieve practical results that can be applied in real life work situations, but we will also survey the both modern and classical theories of organizational dynamics.

Each weekend will be devoted to lectures, class discussions, and student presentations.

COURSE GOALS AND LEARNING OBJECTIVES

In this class we will learn:
- Definitions, theories, and origins of organizational theory;
- How to develop organizations that are inclusive and which recognize and utilize the benefits of diversity among their members;
- Techniques and application processes of “Organizational Development”, including “Action Research”, “Interventions”, and “Adoption”; and,
- How “Organizational Development” relates to other modern management concepts such as TQM (Edwards Deming), “Scientific Management” (Frederick Taylor), bureaucracy (Max Weber), as well as current popular management theories.

INSTRUCTOR

The instructor for this class is Prof. Rodger A. Randle, a member of the faculty of the Department of Human Relations. His office is located in room 1J06 in the OU Tulsa Schusterman Campus. His telephone number is 660-3495, and the email address is randle@ou.edu. Prof. Randle keeps regular office hours, but please call ahead to confirm current office hours since they change seasonally.
**REQUIRED TEXTBOOK**

There is no required textbook. We will be using online resources for the course.

**RECOMMENDED REFERENCE TEXT**


(Any recent edition is satisfactory.)

**COURSE REQUIREMENTS / ASSIGNMENTS**

Although preparation for the first weekend will require only advance readings that will be posted on the learn.ou.edu website a week before the first class meeting, students are expected to be able to allocate necessary research and writing time for the preparation of a report that will be presented during the last weekend of the course. The report will be a case study about an issue in organizational change or a description of the theories of a selected major figure in organizational philosophy. The professor will approve each student’s specific paper topic. The report should be five typed pages in length (no greater than font size 14 Times New Roman), and may be double-spaced. At least five sources should be cited, and at least two of the sources should be from scholarly journals or websites, books, or personal interviews. Students will present a short oral version of their papers in class and will lead a brief class discussion of the topic so that the entire class can share in the lessons to be gained from the paper. Instead of individually prepared papers, groups projects may be substituted with expanded paper length and presentation requirements, but this will be optional depending on student preference and class size and is subject to approval by the professor. In the case of group projects the total paper size will equal five (5) pages for each student in the group.

Students are expected to check their OU email for messages concerning the class and to monitor the class website at learn.ou.edu.

**INSTRUCTIONAL STRATEGIES**

Class time will be carefully focused on learning the broad principles of organizational theory, and activities will be organized to stimulate student thinking on the practical application of these theories.

**STUDENT EVALUATIONS / ASSESSMENT**

Grading will be based on the class case study report.

**ATTENDANCE POLICY**

Class attendance is always important. Absence at more than 20% of class hours will result in a one grade reduction if the absence is not approved in advance or taken in accordance with Provost policies or State law. Absence at more than 30% of class hours will result in a reduction of two letter grades from what was otherwise earned by the student. Students should provide the professor with a written note for his records if the student arrives more than 30 minutes late or must leave more than 30 minutes before the end of the day’s classes.

**POLICY ON LATE ASSIGNMENTS**

Papers should be turned in by midnight on of the Sunday following the last day of class. Delay past this
time may result in a reduction of one letter grade. Papers should be submitted through the dropbox provided on the class website at learn.ou.edu (see below).

**The learn.ou.edu Class Website**

We will use the learn.ou.edu website for this class. Additional details about assignments and other important information may be posted on the site, and students are expected to monitor the site for new class postings.

All papers must be submitted through the dropboxes that will be created on the class website. Papers sent by email or handed to the professor in paper format during class are NOT considered to have been officially submitted. Only papers submitted through the dropbox at the learn.ou.edu class website are considered to have been officially submitted.

**Recording in the Classroom**

No audio or video recordings may be made during class without prior written permission of the instructor.

**Laptops in the Classroom**

Students' laptops should be closed during class.

**Important Additional Policies:**

**Mutual Respect in the Classroom**

Students are expected to participate in class discussions in a way that is respectful and tolerant of the views of other students. Disrespectful behavior towards other students will not be tolerated.

**Students with Disabilities**

Students with disabilities are protected under the American Disabilities Act, and accommodations are made to assist them. Any student in this course who has a disability that may prevent her or him from fully demonstrating her or him abilities should contact the professor and OU Office so that arrangements can be made to provide accommodations.

**Religious Holidays**

It is the policy of the University to excuse absences of students that result from religious observances without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays.

**Academic Integrity**

Honesty is a fundamental precept in all academic activities, and you have a special obligation to observe the highest standards of honesty. Academic honesty includes:

- Cheating (using unauthorized materials, information or study aids in an academic exercise, plagiarism, falsification of records, unauthorized possession of examinations, intimidations, and any and all other actions that may improperly affect the evaluation of a student's academic performance of achievement
- Assisting others with any such act
- Attempting to engage in such acts

All acts of academic misconduct will be reported and adjudicated as prescribed by the Academic Misconduct Code at the University of Oklahoma.

Please be aware of the University of Oklahoma’s policy on plagiarism. This policy can be found as [www.ou.edu/provost/integrity](http://www.ou.edu/provost/integrity)
The website for the Department of Human Relations can be found at http://ou.edu/cas/hr