

JAN 15 1997
JAN 16 1997

GRANDE PRAIRIE REGIONAL COLLEGE
DEPARTMENT OF SCIENCE AND TECHNOLOGY

COURSE OUTLINE

FO 1670 MANAGEMENT OF ORGANIZATIONS AND HUMAN RESOURCES
WINTER 1997 3(3-0)

- INSTRUCTOR:** Catherine Van Brunschot
- TELEPHONE:** 539-2891
- OFFICE:** H 226
- OFFICE HOURS:** Monday and Wednesday 1:00 - 2:00 PM
Thursday 9:30 - 10:30 AM
or by appointment.
- REQUIRED TEXT:** McShane, Steven L. Canadian Organizational Behaviour
2nd ed. Toronto: Irwin, 1995.
- TEXT USAGE:** The textbook is used extensively throughout the course. Ten chapters of the text are required reading.
- COURSE DESCRIPTION:** The essentials of management of individuals and groups in organizations are stressed. The focus is on behaviour within an organization with emphasis on people, their interaction, motivation, and leadership, with examples and applications to the Forest industry. The environmental context and workforce diversity will be the main themes.

COURSE OBJECTIVES:

Upon successful completion of this course, students will have achieved the following objectives:

1. Understand and apply theories of human behaviour as they pertain to work motivation, team dynamics, leadership, and organizational change;
2. Develop an awareness of the environmental context of organizational behaviour, and the role that cultural diversity plays in contemporary organizations;
3. Interview managers and compose a written description of their responses to behavioural issues in the workplace;
4. Participate in a task group; analyze the behavioural dynamics of that group, as well as their own behaviour in groups;
5. Understand, develop, and improve interpersonal skills relevant to organizational behaviour in practice.
6. Be exposed to various practicing Foresters, in order to ascertain how organizational behaviour principles and practices operate in the local industry.

COURSE FORMAT:

FO 1670 consists of three hours of instructional time weekly. The classwork will consist of lectures, class discussions, small group work, case studies, and presentations by guest speakers.

GRADING:

Grande Prairie Regional College uses the following nine-point grading scale:

90-100%	9
80-89%	8
72-79%	7
65-71%	6
57-64%	5
50-56%	4
45-49%	3
26-44%	2
0-25%	1

ASSIGNMENTS:

The following tests and assignments will determine your final grade:

1. Midterm	20%
2. Group Project	
-Project Plan	10%
-Group Paper	20%
1. Analysis of Group	20%
2. Final Exam	25%
3. Class Participation	5%

You will receive an assignment booklet containing guidelines, instructions, and due dates for each of these assignments at the beginning of the course.

Unauthorized late assignments, if accepted, will have a 15% per day late penalty applied to the assignment grade.

All hand-in assignments must be typewritten or word-processed.

In addition to the graded course assignments, you will be expected to complete various reading and writing assignments outside of class time.

ATTENDANCE:

Your attendance and participation are important to the success of this course. As well, you are responsible for obtaining any notes or handouts you may have missed due to an absence.

**FO 1670
CLASS SCHEDULE
WINTER 1997**

WEEK	TOPICS	READING	DUE
1 (Jan. 7/9)	Introduction	Ch. 1	
2 (Jan. 14/16)	Environmental context; Change	Ch. 15	
3 (Jan. 21/23)	Diversity; Organizational Change		
4 (Jan. 28/30)	Change Mgmt., Individual Behavior	Ch. 2	
5 (Feb. 4/6)	Motivation	Ch. 3 & 4	
6 (Feb. 11/13)	Motivation		PROJECT PLAN- Feb. 13 MIDTERM- Feb. 20
7 (Feb. 18/20)	Motivation		
8 (Feb. 25/27)	READING	WEEK	
9 (Mar. 4/6)	Groups/Teams	Ch. 10 & 11	
10 (Mar. 11/13)	Groups/Teams		GROUP PROJECT-Mar 13
11 (Mar. 18/20)	Groups/Teams Conflict Mgmt.	Ch. 13	
12 (Mar. 25/27)	Leadership	Ch. 14	
13 (Apr. 1/3)	Leadership		ANALYSIS OF GROUP-Apr. 1
14 (Apr. 8/10)	Organizational Structure	Ch. 17	
FINAL EXAMS (Apr. 14-22)			FINAL EXAM- TBA

*All Chapters are drawn from the McShane text.
*Students will also be required to read/complete various additional handouts and exercises assigned throughout the term.