



Mitchell E. Daniels, Jr.
School of Business

**OBHR 330
INTRODUCTION TO ORGANIZATIONAL BEHAVIOR
FALL 2023 SYLLABUS**

PROFESSOR: Dr. Joél Muñoz

OFFICE LOCATION: KRAN 487

OFFICE HOURS: Monday 9:30-10:20 AM & Thursday 3:30-4:20 PM
Feel free to email me if you prefer to meet at a different time.

E-MAIL: munozj@purdue.edu

When emailing me, I ask that you please label the subject line with the course date, name, number, and your specific section number. Examples shown below.

Subject Line: FALL 2023 OBHR 3300-009– [Insert title of inquiry here]

TEACHING ASSISTANT: Megha Shastry (mshastry@purdue.edu)

VIRTUAL OFFICE HOURS: Tuesdays 1:30-2:30 PM & Fridays 10:00-11:00 AM

CLASS INFO: OBHR 330 11636-0009 MWF 8:30-9:20 AM RAWLS 1086

REQUIRED TEXT: Colquitt, Jason A.; LePine, Jeffrey A.; Wesson, Michael J. (2019). *Organizational Behavior: Improving Performance and Commitment in the Workplace*. McGraw Hill Publishing. (8th Edition). ISBN: 9781264124350.

9781266130175 – Colquitt 8e OB Connect access card

*eBook: Connect is required for this course. Directions for how to access this resource can be found in Brightspace.

*You CANNOT pass this course without reading the required textbook.

CLASS WEBSITE FOR COURSE INFORMATION:

Brightspace: <https://purdue.brightspace.com>

It is your responsibility to check Brightspace postings before class. Homework assignments and grades will also be posted to Brightspace.

IN CASE OF A CAMPUS EMERGENCY: In the event of a campus emergency or adverse weather conditions, classes may be delayed, dismissed or cancelled and course requirements, deadlines and grading percentages are subject to changes that may necessitate a revised course schedule or other circumstances. In the event of a campus emergency, please be sure to check Brightspace for any course schedule changes.

COURSE OBJECTIVES: Organizational behavior is the interdisciplinary field dedicated to understanding and managing people at work. This course seeks to accomplish three primary objectives.

1. This course is designed to introduce you to the basic principles and concepts of organizational behavior.
2. This course will introduce you to the problems involved in managing people in organizations by examining issues relating to the interaction between human beings and the organizational context in which they work.
3. This course seeks to help you gain a better understanding of your own organizational behavior as an employee, team member, and leader.

PERFORMANCE EVALUATION: Consistent with the grading system (i.e., "+" and "-" letter grades), final grades will be based upon the following criteria, weighted as follows:

Exams	60% (20% each; see below for details)
Team Case Study	15% (Presentation & Business Report; see below for details)
Homework Assignments	15% (Assigned Weekly)
In-class Assignments & Participation	10% (Mix of in-class assignments, discussion, and pop quizzes)

UNDERGRADUATE MANAGEMENT PROGRAMS GRADING POLICY: The Krannert School of Management has recommended a grade distribution mean of no higher than 3.0 (or average grade of "B") for this and other upper division required undergraduate Management courses.

Grades: Typical but not guaranteed grade cut-offs are A: 100-90; B: 89-80; C: 79-70; D: 69-60. In the grade distribution, "A" includes "A+" and "A-", "B" includes "B+" and "B-" and so on.

Curve: Final grades will be dependent on the relative performance of students. At least 20% of students in each section will receive "A" grade (typical range 20% to 25%). At least 60% of students in each section will receive "A" or "B" grade (typical range 60% to 70%). Remaining students can expect grades of "C" and below.

EXAMS: Three multiple-choice exams will be given. The objective of the exams is for you to demonstrate to me your grasp of the material. The exam questions will cover the assigned readings, material presented in class, as well as any in-class and homework assignments. **While the content of the course schedule may be tentative, the exam dates are firm.** The exams are **not** cumulative; rather each exam will only cover the material up to the class preceding it. There is no final exam in this course.

TEAM CASE STUDY: You will be tasked with completing a team case study in teams of approximately 5-6 members each. I will assign team membership in the second week of class. For the assignment, your team will be randomly assigned one of the three integrative cases in the textbook. Each case consists of 6 questions. There are two assignments associated with this case study. The first is a 12-minute team presentation during the last week of class (see tentative schedule below). The second is to turn in a business report which outlines your recommendations and addresses the six questions posed in the textbook. For the business report, your team should write approximately 1-2 paragraphs for each question.

HOMEWORK ASSIGNMENTS: The goal of the homework assignments in this class is to ensure that you have read and comprehend the assigned required readings and are equipped to participate in class discussions and activities. Homework assignments will be announced in class and will also be posted on Brightspace. It is your responsibility to regularly check Brightspace for assignment information. **Homework assignments must be**

completed on your own. Please see the calendar below for tentative due dates. Each homework consists of 10 questions. Late homework assignments will not be accepted – no exceptions.

***INSTRUCTOR EVALUATIONS:** Towards the end of the semester, the university sends out a request for you to complete instructor evaluations. Your honesty and participation are very important to me. I read every single one of your responses and I use the feedback to improve my teaching and improve the course. Additionally, these evaluations are reviewed by my employer and used for my career progression. To encourage your feedback (while still keeping it totally anonymous), I will drop the lowest homework grade for all students if at least 95% of the class completes the evaluation.

CLASS PARTICIPATION/ATTENDANCE: Attendance will not be formally assessed; however, a number of in-class assignments will be given throughout the semester (mentioned below). Participation is important since it not only helps you learn the material, but also helps you refine your communication skills. Thus, as a member of this class, you are expected to come prepared for each class session, including having read the assigned reading. You are also **expected to consistently participate in discussions and activities**, which will contribute to the “participation” portion of your grade. When class starts, please put away or turn off any electronic devices (i.e., mobile phones, tablets, computers, etc.), and be prepared to listen and learn. You may use computers and tablets for notetaking. If consistently late or disruptive in class, your grade will be deducted.

IN-CLASS ASSIGNMENTS: The goal of the in-class assignments is twofold: (1) to simulate the challenges and questions that leaders, team members, and employees face and (2) to help you figure out how you can navigate such challenges and questions in your own careers. You will be required to turn in a copy of all in-class assignments. You may be asked to complete in-class assignments on your own, with a partner, or in teams. In-class assignments will be graded on a pass/fail scale (1/0). However, turning in an assignment does NOT guarantee you a passing grade. You will receive a zero for an assignment that is incomplete, poorly done, or illegible. Late in-class assignments will not be accepted. Missed in-class assignments/exercises cannot be made up – no exceptions. I do realize that students might have to miss class sometime throughout the semester (due to bereavement, illness, parenting leave, jury duty, military service). If this is the case, please contact the Office of the Dean of Students (<https://www.purdue.edu/advocacy/students/absences.html>) and they will notify me. If in-class assignments were missed because of your excused absence, they will be waived.

If you have other reasons why you are missing class (e.g., athletics, weddings, job interviews), please email me in advance and see *Research Credit* opportunities listed below.

***RESEARCH CREDIT:** Getting involved in research is an important opportunity offered at Purdue and in Daniels. In order to encourage your involvement and exposure to research, I will drop up to two in-class assignments if you participate in Krannert-affiliated research offerings (i.e., one in-class assignment will be dropped for each research involvement you participate in). To show proof of participation, I will ask you to upload a receipt or registration confirmation to Brightspace. More details and research opportunities will be discussed in class and posted to Brightspace.

ACADEMIC INTEGRITY: There will be a **zero-tolerance** policy for lack of personal integrity in this course. At a minimum, cheating will result in a grade of “F” on the assignment or exam in question. *It’s also possible that a student will fail the class as a result.* It is always best to avoid the very *appearance* of cheating. All homework assignments should be completed on your own (if you have a question about a homework assignment please contact me directly) and cheating in any form on exams is prohibited. To become conversant with Krannert and Purdue’s academic integrity guidelines please review Purdue’s policy below and go to: <http://www.purdue.edu/odos/osrr/academic-integrity/index.html>

Purdue prohibits "dishonesty in connection with any University activity. Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty." [Part 5, Section III-B-2-a, [Student Regulations](#)] Furthermore, the University Senate has stipulated that "the commitment of acts of cheating, lying, and deceit in any of their diverse forms (such as the use of substitutes for taking examinations, the use of illegal cribs, plagiarism, and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid and abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest." [University Senate Document 72-18, December 15, 1972]

I will take steps to discourage academic integrity violations by requiring that all electronic devices and material be put away during exams including mobile phones, tablets, and computers, headphones and by having multiple forms of each exam. Talking to one another while taking exams in this course is strictly prohibited. Additionally, on exam days I ask that you space yourselves out in the classroom by leaving at least one seat between you and another person. It is your responsibility to police yourself.

Academic integrity is one of the highest values that Purdue University holds. Individuals are encouraged to alert university officials to potential breaches of this value by either emailing integrity@purdue.edu or by calling (765) 494-8778. While information may be submitted anonymously, the more information that is submitted provides the greatest opportunity for the university to investigate the concern.

STUDENTS WITH DISABILITIES: If you need an accommodation in this class due to the impact of a documented disability, please arrange the accommodation through the Disability Resource Center (DRC). The DRC office is in Young Hall, Room 830 at 155 S. Grant Street behind the Krannert Building. You may also contact the DRC by emailing drc@purdue.edu or by calling (765) 494-1247. All of the exams are listed below – please contact the DRC in advance if you need accommodation.

USE OF COPYRIGHTED MATERIALS: Purdue University's policy on copyrighted materials, which pertains to course material such as notes, PowerPoint slides, and assignments in this class, is as follows. *Among the materials that may be protected by copyright law are the lectures, notes, and other material presented in class or as part of the course. Always assume the materials presented by an instructor are protected by copyright unless the instructor has stated otherwise. Students enrolled in, and authorized visitors to, Purdue University courses are permitted to take notes, which they may use for individual/group study or for other non-commercial purposes reasonably arising from enrollment in the course or the University generally. No individual is permitted to sell or otherwise barter notes, either to other students or to any commercial concern.*

PURDUE UNIVERSITY STUDENT HEALTH CENTER (PUSH) does not provide students with excuse notes. Please first go to PUSH if you seek medical attention. For excused absences, you will need to contact the Office of the Dean of Students (see below).

OFFICE OF THE DEAN OF STUDENTS (ODOS) is a great resource for students especially in regards to class absences (e.g., grief absences, jury duty absences, medical excused absences, military absences, parenting leave, etc.) ODOS will determine whether it is appropriate to send a verified absence notification to the student's instructors. If that occurs, I will waive any missed in-class assignments. For more details on excused absences, please see [Academic Regulations - Purdue University - Acalog ACMS™](#). To contact ODOS, please visit: <https://www.purdue.edu/advocacy/students/absences.html> or email them at odos@purdue.edu.

UNIVERSITY GRIEF POLICY

Purdue University recognizes that a time of bereavement is very difficult for a student. The University therefore provides the following rights to students facing the loss of a family member through the Grief Absence Policy for Students (GAPS). GAPS Policy: Students will be excused for funeral leave and given the opportunity to earn equivalent credit and to demonstrate evidence of meeting the learning outcomes for missing assignments

or assessments in the event of the death of a member of the student's family. A Grief Absence Request Form is located at <https://www.purdue.edu/advocacy/students/absences.html>.

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS): Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of support, services are available. For help, such individuals should contact Counseling and Psychological Services (CAPS) at (765)494-6995 and <http://www.purdue.edu/caps/> during and after hours, on weekends and holidays, or through its counselors physically located in the Purdue University Student Health Center (PUSH) during business hours.

VIOLENT BEHAVIOR POLICY: Purdue University is committed to providing a safe and secure campus environment for members of the university community. Purdue strives to create an educational environment for students and a work environment for employees that promote educational and career goals. Violent Behavior impedes such goals. Therefore, Violent Behavior is prohibited in or on any University Facility or while participating in any university activity. For more information about Purdue's Violent Behavior Policy, please view this link: <http://www.purdue.edu/policies/facilities-safety/iva3.html>

EQUAL OPPORTUNITY: This is an equal opportunity classroom. Students will be graded independent of their race, sex, religion, national origin, sexual orientation, or any characteristic other than their ability to do the work.

TENTATIVE COURSE SCHEDULE: The following dates are *tentative*, and changes in the schedule may be necessary (some topics may take more time and others less time depending on students' interests). However, the dates of the exams and the Team Case Study due date are firm. The following schedule does not include all assignments, which will be assigned as described above.

Please complete all readings (chapters) before the class period in which it is listed. I reserve the right to give pop quizzes in class.

Date	Topic	Required Readings (Prior to class)	Events & Assignments
Week 1			
M 8/21	Syllabus & Introductions	Ch. 1	
W 8/23	What is organizational behavior?	Ch. 1	
F 8/25	What is organizational behavior?	Ch. 1	Chapter 1 assignments due by Sunday 11:59 PM
Week 2			
M 8/28	Job Performance	Ch. 2	
W 8/30	Job Performance	Ch. 2	
F 9/1	Job Performance/Introduce Teams	Ch. 2	Chapter 2 assignments due by Sunday 11:59 PM
Week 3			
M 9/4	No Class- Labor Day		
W 9/6	Org. Commitment I	Ch. 3	
F 9/8	Org. Commitment II	Ch. 3	Chapter 3 assignments due by Sunday 11:59 PM
Week 4			
M 9/11	Job Satisfaction	Ch. 4	
W 9/13	Job Satisfaction	Ch. 4	
F 9/15	Stress	Ch. 5	Chapter 4 & 5 assignments due by Sunday 11:59 PM
Week 5			
M 9/18	Catch-up & Exam Review		
T 9/19	Evening Exam I	Ch. 1-5	6:30p-7:30p Zoom Proctored Exam
W 9/20	Motivation	Ch. 6	
F 9/22	Motivation	Ch. 6	Chapter 6 assignments due by Sunday 11:59 PM

Week 6

M 9/25	Trust Justice & Ethics	Ch. 7	
W 9/27	Trust Justice & Ethics	Ch. 7	
F 9/29	Learning & Decision Making	Ch. 8	Chapter 8 assignments due by Sunday 11:59 PM

Week 7

M 10/2	Learning & Decision Making	Ch. 8	
W 10/4	Personality & Cultural Values	Ch. 9	
F 10/6	NO CLASS Make-up for evening Exam I		Chapter 8 assignments due by Sunday 11:59 PM

Week 8

M 10/9	FALL BREAK- NO CLASS		
W 10/11	Personality & Cultural Values	Ch. 9	
F 10/13	Ability	Ch. 10	Chapter 9 assignments due by Sunday 11:59 PM

Week 9

M 10/16	Ability	Ch. 10	
W 10/18	Catch-up & Exam Review		
TH 10/19	Evening Exam II	Ch. 6-10	6:30p-7:30p Zoom Proctored Exam
F 10/20	Teams	Ch. 11	Chapter 10 assignments due by Sunday 11:59 PM

Week 10

M 10/23	Teams	Ch. 12	
W 10/25	Teams	Ch. 12	
F 10/27	NO CLASS Make-up for evening Exam II		Chapter 11 assignments due by Sunday 11:59 PM

Week 11

M 10/30	Leadership	Ch. 13	
W 11/1	Leadership	Ch. 14	
F 11/3	Leadership	Ch. 14	Chapter 12 & 13 assignments due by Sunday 11:59 PM

Week 12

M 11/6	Organizational Structure	Ch. 15	
W 11/8	Organizational Structure	Ch. 15	
F 11/10	Organizational Culture	Ch. 16	Chapter 14 & 15 assignments due by Sunday 11:59 PM

Week 13

M 11/13	Organizational Culture	Ch. 16	
W 11/15	Guest Lecture		
F 11/17	Team Project Workday (No class)		Chapter 16 assignments due by Sunday 11:59 PM

Week 14

M 11/20	NO CLASS Make-up for evening Exam III		
W 11/22	THANKSGIVING BREAK- NO CLASS		
F 11/24	THANKSGIVING BREAK- NO CLASS		

Week 15

M 11/27	Catch-up & Exam Review		
T 11/28	Evening Exam III	Ch. 11-16	6:30p-7:30p Zoom Proctored Exam
W 11/29	Flex Catch-Up		
F 12/1	Team Project Workday (No class)		

Week 16 (Reading Week)

M 12/4	Team Project Presentations		
W 12/6	Team Project Presentations		
F 12/8	Team Project Presentations		

*Depending on time, we may drop chapter 15.

*All information in this syllabus other than the grading criteria is subject to change. If so, advanced notice will be provided.