

PPA 502 Organizational Theory

Fall 2009

W 6-9 MPC 210

Dr. Suzanne McCorkle, Public Affairs West 126C (Public Affairs Building)

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<http://blackboard.boisestate.edu>

### ***General Course Description and Protocols***

Theories of organization behavior and management, with special attention given to public sector organizations. Issues and problems related to the non-profit sector also will be addressed.

The course requires seminar-type discussion and dialogue with other class participants on selected assignments. Routine preparation for class must include mastery of all reading assignments and preparation of issues for discussion. Lack of participation, either by absence or by lack of substantive and thoughtful contribution, will adversely affect one's grade.

Access to the Internet is required. Terminals are available on campus for your use. All Boise State University students are awarded an e-mail account when you register for classes. The instructor may send you e-mails with vital information regarding the class. You are encouraged to check your campus e-mail regularly or set your campus account to forward automatically to your personal e-mail account.

Objectives:

- Understand classic organizational theory
- Understand human relations influences on organizational theory
- Apply organizational theory to public sector organizations

### ***Policies for University Students***

1. There are no rewrites of papers. Graduate students are expected to write well and to have mastered organizational and stylistic details, as well as to compose analytical and thoughtful responses to assignments. Unless otherwise specified, all graduate work should integrate course readings to the assignments, include source citation, and contain a list of works cited.
2. Academic Honesty is required. All work submitted by a student must be his or her original, individual effort (unless otherwise specified by the instructor). Plagiarism occurs when a speech or paper is presented as the student's thoughts when the concepts, words, or structure are drawn from other sources. Proper documentation is required. It is the student's responsibility to understand documentation requirements for written and oral work. Plagiarism may result in failure of the course and other penalties such as suspension from the university.
3. Sexual harassment or other group-based harassment will not be tolerated. Verbal or physical harassment on the basis of gender and other group identities is illegal and may result in suspension or expulsion.

4. Civility is a cornerstone of society. Civility and respect for others' ideas-- particularly for ideas, lifestyles, or topics with which one disagrees--are indicators of maturity, critical thinking, and discernment. Incivility will not be tolerated and may be cause for suspension. Likewise, the classroom is not a forum for unlimited expression of one's ideas that are unrelated to the instructor's plan for the day, and the instructor may place limits on such expression.
5. Class notices and materials will be posted on Blackboard. You are encouraged to check Blackboard regularly for notices and to forward your campus e-mail to your home e-mail, if you have a personal e-mail address. The instructor may communicate with you regarding class changes via e-mail.
6. All written work is due at the beginning of class on the assigned date. **In no case** will work be accepted after the class session ends, unless the student has contacted the instructor in advance of the class start time to make other arrangements. Lateness to class may adversely affect one's participation grade.
7. Cell phones and other electronic devices must be turned off during class time, excepting for emergency contact. In no cases should cell or other broadcasts of the class be made; text message to other class members are not allowed during class; no digital imagery or recording of any type should occur that is not expressly permitted by the instructor. It is not permissible to use electronic audio or visual devices during tests.
8. No tobacco products of any kind, including chew, are allowed in the classroom.
9. Any concerns about graded assignments must occur before the books are closed on the class and grades submitted.

### **Required Readings**

Papa, M. J., Daniels, T. D., & Spiker, B. K. (2008). **Organizational Communication: Perspectives and Trends**. Los Angeles: SAGE.

Additional readings may be posted on electronic reserve, blackboard, or forwarded by e-mail.

Additional readings will be required in conjunction with the Organizational Theory In-Depth Leadership Presentations

### *Evaluation*

- Mastery of course materials is required and is demonstrated through thoughtful, analytical contribution to class discussion. Lack of preparation for or participation in class discussions will adversely affect a student's grade. (20%)
- Organizational Theory In-Depth Leadership of Class Discussion (30%)
- Building a Structure for a New Organization--Presentation and Memo (20%)
- Final Exam—Take Home (30%)

Aug 26:

### **Introduction**

- Quick overview of organizational theories
- Three Management Theories used for Analysis

Sept 2

## **Public/Private Differences in Organizational Environment**

- Chapters 1 Papa, Daniels, & Spiker
- Electronic Reserve: Tompkins

Sept 9

- Chapter 2 Papa, Daniels, & Spiker
- Bonus Lecture: Intercultural Communication Basics

Sept 16

- Chapter 3 Papa, Daniels, & Spiker
- Bonus Lecture: Group Think as Organizational Phenomenon

Sept 23

- Chapter 4 Papa, Daniels, & Spiker
- Weber In-Depth Presentation

Sept 30

- Follett In-Depth Presentation
- Theory X/Y/Z In-Depth Presentation

Oct 7\*\*

- New Organization Group Work Time

Oct 14

- Chapter 5 Papa, Daniels, & Spiker
- Organizational Culture In-Depth Presentation

Oct 21

- New Organization Presentation and Memo Due

Oct 28

- Chapter 6 Papa, Daniels, & Spiker
- Metaphor Analysis and Organizational Assumptions

Nov 4

- Management by Objectives (MBO) In-Depth Presentation
- Generational Cohorts and Organizations In-Depth Presentation

Nov 11\*\*

- Chapter 7 Papa, Daniels, & Spiker

Nov 18

- Total Quality Management (TQM) In-Depth Presentation
- Core Group Theory? In-Depth Presentation

Nov 25: Thanksgiving Holiday

Dec 2\*\*

- Take Home Exam Questions Posted/ No Class

Dec 9

- Course Evaluation
- Concept Reveiw

Dec 16

- Exam Due May 8<sup>th</sup> by 4 pm/No class