

# MGMT 3000-04 – Principles of Management, Winter Quarter 2020

**Instructor: Carl Horn, MBA**

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**Office: Pigott 516**

**Class Meets: Tuesday and Thursday 3:45PM – 5:50PM**

**Office Hours: Thursday 2:30PM – 3:30PM, 6:00 – 6:30 PM and by appt.**

**Class Venue: Pigott 200**

**Prerequisite:** Integrity, Honesty, Willingness to Learn, Take Risks

**Text:** Atlas Black: The Complete Adventure, (by Short, Jeremy, Bauer, Talya, Ketchen, Dave, Simon, Len) ISBN: 978-1-4533-1311-4. You may also find the paper version of this text in 2 books, Atlas Black: Management to Succeed, and Atlas Black: Management Guru?

This book, which is a graphic novel, is also available digitally for \$10 (there are 10 chapters which each cost \$1). It can be downloaded at: <http://www.teacherspayteachers.com/Store/Jeremy-Short> .

***You will need to have the book available (paper copy or digitally) at each class.***

## **Course Description:**

This is a required course for Business majors that introduces students to the study of management. The course covers a variety of topics that address how individuals form, shape, and thrive in their organizations; as well as the ways organizations influence organizational members' relationships, values, and behaviors. Course activities include discussions of readings, group exercises, group projects, individual written assignments, and exams. Throughout the quarter, students learn and practice the application of basic organizational behavior, strategic management, and human resource management concepts and theories to develop tools for working in organizations.

## **Ethics:**

You should author your own work and give credit when quoting the work of others. Your thoughts and writing may be better than others. Test taking means NEVER seeking unauthorized assistance. Plagiarism and cheating is abhorred and will provide sufficient grounds for dismissal and failing the class.

## **Use of Computers in the Classroom:**

You are expected to bring your Mac or laptop to class. However, limit any computer use to course-related functions only. Non-course related computer use is distracting to others and disruptive to learning and is not permitted.

## **Class Topics**

- Organizational Behavior
- Group Development
- Human Resources
- Strategic Management
- Leadership Styles

## Activities

<b>Assignment</b>	<b>Points</b>
3 Quizzes	100 pts each = 300 pts.
Class Participation	150 pts.
Team – Lead Chapter Discussion	100 pts.
Team - Leader Presentation	150 pts.
Team – Executive Briefing	100 pts.
Individual Reflection Paper	200 pts.
<b>Total Possible Points</b>	<b>1,000 pts.</b>

### Activities Description

#### Quizzes

There will be 3 quizzes which will cover the lectures and the chapters in the text. The quizzes will be closed book and taken during class on Canvas. *There are no make-up examinations, except in the event of extreme and unavoidable circumstances, at my discretion.*

#### Class Participation

Is based on the quality and quantity of your contribution to the class discussion. Each student must take responsibility for the success of the class. Participation should not just convey you have read the assigned material. Rather, your participation should convey you have thought about the readings are ready and willing to share your reflective inputs. Consistent attendance is a critical part of class participation. Attendance will be taken each class. ***If you plan to miss class send me an email.***

#### Team – Lead Chapter Discussion

Once during the course your team will be asked to lead a discussion on a pre-assigned chapter from the text. Tie in concepts we are learning from the course. Everyone on your team should participate.

#### Team – Leader Presentation

Each team will choose a leader from the table below. No two teams will have the same leader.

Warren Buffett	Martin Luther King
Abraham Lincoln	Mahatma Ghandi
Oprah Winfrey	Margaret Mead
Paul Allen	Jack Welch
Bruce Lee	Jeff Bezos
Alfred P. Sloan	Mark Zuckerberg
Eleanor Roosevelt	Jack Ma

Teams are expected to meet at least once every two weeks outside class time to discuss and share progress on the group presentation. Each team will present their leader analysis for 40 minutes plus Q&A. Every member is expected to present at least 5 minutes. Presentations will include an analysis of your leader as well as the team's research process. For example, what in this person's upbringing made them a great leader? How did their leadership style effect their impact on others? What went right as a team, what went wrong, and what lessons were learned from the team project?

***Your final presentation will be submitted through Canvas prior to the day of your presentation.***

More detail on this assignment will be provided in class and on Canvas.

## Individual Reflection Paper on Team Experience

This assignment includes 3 parts. Answer ALL questions asked below.

1. Reflection after your first team meeting. What are your first impressions of your group's ability to complete its task? What are your first impressions of your teammates' personalities and leadership potential? What are your first impressions of your team's personality? What are you noticing about your own behavior and leadership potential?
2. Reflection at the mid-point. After looking back at your initial reflection, were your initial impressions confirmed or disconfirmed? What is working well? What could be improved upon? What norms have developed and when did they start?
3. Reflection after your last meeting. Looking back, how did you influence your group's overall experience? Looking back, how did this group experience influence you?

Tips: Reflection papers are evaluated based on thoroughness, insightfulness, and timeliness of reflections and connections to course concepts. Utilize appropriate citations and references (APA is preferred). This paper should be between 800 and 1200 words (include a word count in your submittal).

**All 3 parts should be posted to CANVAS as one file at the end of the quarter.**

## Team Executive Briefing

Each team will be assigned a company. Your team will take part in a 15-minute Q&A session with the newly hired CEO (Professor Horn). The topics for the session will include the current organizational structure, strengths and weaknesses of the previous CEO, key strategies, and biggest challenge. Each team member must be ready for these topics because you may be asked about any of them.

## **Course Schedule**

Date(s)	Topics	Assignment Due	Team Responsibility
January 7	Introduction, Course Review, Syllabus Discussion, Team Discussion		
January 9	Chapter 1: No So Ancient History Effective Leadership, Leadership Styles	Read Chp 1, review discussion questions and PPTs prior to class	
January 14, 16	Chapter 2: How to Make Good Decisions (And Avoid Bad Ones), Organizational Goals and Objectives, Group Development	Read Chp 2, review discussion questions and PPTs prior to class	Jan 14 – Team 1 Executive Briefing Jan 16 - Team 2 Executive Briefing
January 21, 23	Chapter 3: Blood, SWOT and Tears SWOT Analysis, Emotional Intelligence	Read Chp 3, review discussion questions and PPTs prior to class	Jan 21 – Team 6 Leads Chapter 3 Discussion Jan 23 – Team 3 Executive Briefing
January 28	Chapter 4: Human Resources – Sail or Anchor HR Management Process, Intellectual Property	Read Chp 4, review discussion questions and PPTs prior to class	Jan 28 - Team 5 Leads Chapter 4 Discussion
January 30	Quiz 1 – In Class		
February 4	Chapter 5: Chartering the Future: Organizational Structure, Design and Fit Balanced Scorecard	Read Chp 5, review discussion questions and PPTs prior to class	Feb 4 – Team 4 Leads Chapter 5 Discussion

Date(s)	Topics	Assignment Due	Team Responsibility
February 6	Chapter 6: Effective Communication – Can You Hear Me? Coaching, Communication	Read Chp 6, review discussion questions and PPTs prior to class	Feb 6 - Team 3 Leads Chapter 6 Discussion, Team 1 Leadership Presentation
February 11, 13	Chapter 7: Negotiation and Conflict – Thriving on Chaos Negotiation Approaches	Read Chp 7, review discussion questions and PPTs prior to class	Feb 11 – Team 4 Executive Briefing, Team 2 Leadership Presentation Feb 13 - Team 5 Executive Briefing, Team 3 Leadership Presentation
February 18	Quiz 2 – In Class		
February 20, 25	Negotiations & Debate		Feb 20 – Team 6 Executive Briefing
February 27, March 3	Chapter 8: Group (Mis) Behavior Strategy Management	Read Chp 8, review discussion questions and PPTs prior to class	Feb 27 - Team 2 Leads Chapter 8 Discussion March 3 - Teams 4,5 Leader Presentation
March 5, 10	Chapter 9: How to Lose Friends and (De) Motivate People	Read Chp 9, review discussion questions and PPTs prior to class	March 5 – Team 6 Leader Presentation  March 10 – Team 1 Leads Chapter 9 Discussion
March 12	Chapter 10: Leadership – I've Got the Power! Or Do I? Ethics and Social Responsibility, Strategic Leadership	Read Chp 10, review discussion questions and PPTs prior to class	
March 17	NO CLASS but Reflection Papers due March 17 at Midnight		
March 19	Quiz 3 – In Class		

### Grading Scale

Grade	Points
A	950-1000
A-	900-949
B+	825-899
B	800-824
B-	775-799
C+	750-774
C	700-749
C-	675-699
D	600-674
F	<600

Your grade in this course will be determined based on your performance both in absolute terms and relative to your peers (i.e., fellow students). In the past, the average grade for this course has been B+. Some students have done better and some worse. Extra credit will not be given under any circumstances.

→ In order to earn a passing grade, you are expected to complete ALL projects and assignments on time. Late papers will only be accepted one day after the due date, but they will be subject to a 10% penalty.

## Academic Resources

- Library and Learning Commons (<http://www.seattleu.edu/learningcommons/>) (This includes: Learning Assistance Programs, Research [Library] Services, Writing Center, Math Lab)
- Academic Integrity Tutorial (found on Canvas and SU Online)

Academic Policies on Registrar website (<https://www.seattleu.edu/redhawk-axis/academic-policies/>)

- Academic Integrity Policy
- Academic Grading Grievance Policy
- Professional Conduct Policy (only for those professional programs to which it applies)

Notice for students concerning Disabilities If you have, or think you may have, a disability (including an ‘invisible disability’ such as a learning disability, a chronic health problem, or a mental health condition) that interferes with your performance as a student in this class, you are encouraged to arrange support services and/or accommodations through Disabilities Services staff located in Loyola 100, (206) 296-5740. Disability-based adjustments to course expectations can be arranged only through this process.

## Notice Regarding Religious Accommodations

It is the policy of Seattle University to reasonably accommodate students who, due to the observance of religious holidays, expect to be absent or endure a significant hardship during certain days of their academic course or program. Please see, Policy on Religious Accommodations for Students (<https://www.seattleu.edu/media/policies/Policy-on-Religious-Accommodations-for-Students---FINAL.PDF>).

## Office of Institutional Equity

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in educational programs or activities that receive Federal financial assistance. This prohibition includes sexual misconduct, which encompasses sexual harassment and sexual violence. Seattle U remains committed to providing a safe and equitable learning, living, and working environment. Seattle U offers emergency, medical, and other support resources, as well as assistance with safety and support measures, to community members who have experienced or been impacted by sexual misconduct.

Seattle U requires all faculty and staff to notify the University’s Title IX Coordinator if they become aware of any incident of sexual misconduct experienced by a student.

For more information, please visit <https://www.seattleu.edu/equity/>. If you have any questions or concerns, you may also directly contact the Title IX Coordinator in the Office of Institutional Equity (email: [oiie@seattleu.edu](mailto:oiie@seattleu.edu); phone: 206.296.2824) University Resources and Policies

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**Note: Syllabus may be updated during the quarter**