

## MGMT 3000-01 – Principles of Management, Spring 2022

**Instructor: Matt Versdahl, MBA, PMP**

**E-mail:**

**Phone: 206-218-6777 Call or text**

**Office: Online**

**Class Meets: Tuesday and Thursday 3:45PM**

**Office Hours: Monday and Wednesday 3:30PM – 4:00PM and by appt.**

**Class Venue: Zoom**

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

**Text:**

Principles of Management, Version 5 (by Bauer, Erdogan, and Short) ISBN: 9781453337707

***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.

### **Class Meetings**

You are expected to be present on Zoom for 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**

- Introduction to Management, Trends
- Mission, Vision, Values
- Goals, Objectives
- Organizational Structure, Culture
- Leadership Styles
- Communication, Teams, Motivation

## Activities

Assignment	Points
3 Quizzes	100 pts each = 300 pts.
Class Participation	200 pts.
Team – Leadership of Chapter Discussion	100 pts.
Team - Leader Presentation	150 pts.
Team – Executive Briefing	100 pts.
Individual Reflection Paper	<u>150 pts.</u>
<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 – Leadership of 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 list below. No two teams will have the same leader.

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

- Angela Merkel
- Alan Mullally

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 30 minutes plus Q&A. Every member is expected to be part of the presentation. 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.***

### 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.

***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 Versdahl). 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	Individual Assignments	Team Assignments
Week 1	Course Review, Syllabus Discussion, Management Principles	Read Chapter 1	
Week 2	Trends, Globalization	Read Chapter 2	
Week 3	Work Behaviors, Leadership Styles	Read Chapter 3 Quiz 1	Team 6 Leads Chapter 3 Discussion  Team 1 Executive Briefing
Week 4	Mission, Vision, Values  Goals and Objectives	Read Chapters 4 & 6	Team 5 Leads Chapter 4 Discussion Team 4 Leads Chapter 6 Discussion Team 2 Executive Briefing
Week 5	Organizational Structure	Read Chapter 7	Team 3 Leads Chapter 7 Discussion Team 6 Executive Briefing
Week 6	Organizational Culture	Read Chapter 8 Quiz 2	Team 2 Leads Chapter 8 Discussion
Week 7	Approaches, Decision Making	Read Chapters 9 & 10	Team 1 Leads Chapter 9 Discussion Team 3 Executive Briefing
Week 8	Communications, Teams	Read Chapters 11 & 12	Team 4 Leads Chapter Discussion Team 5 Executive Briefing
Week 9	Motivation	Read Chapter 13	Team 4 Executive Briefing Teams 1 & 2 Leadership Presentations
Week 10	Human Resources	Read Chapter 15	Teams 5 & 6 Leadership Presentations Teams 3 & 4 Leadership Presentations
Finals Week		Quiz 3 Individual Reflection Papers	

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

## Grading Scale

Your total points translate into a letter grade as follows:

Grade	Points
A	960-1000
A-	930-959
B+	870-929
B	830-869
B-	800-829
C+	760-799
C	720-759
C-	660-719
D	600-659
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 in the B+ range. Some students have done better and some worse.

→ In order to earn a passing grade, you are expected to complete ALL projects and assignments on time. **Late assignments will be accepted no later than one day after the due date, but they will be subject to a 10% penalty.**

*Extra credit will not be given under any circumstances. Your success or failure in this course is your responsibility.*

### 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

Seattle University values diverse types of learners and is committed to ensuring that each student is afforded an equal opportunity to participate in learning experiences. Disability Services (DS) works with students with disabilities to provide reasonable accommodations to support their learning experiences. Disabilities include “invisible disabilities,” such as a learning disability, a chronic health problem, or a mental health condition. This could include any long-term effects of COVID, even after recovery (“long-COVID”), if a health care provider determines it is a chronic health problem. If you have, or suspect you may have, a disability that may interfere with your performance as a student in this course and have not yet been assessed by DS, please contact DS staff at [DS@seattleu.edu](mailto:DS@seattleu.edu) or (206) 296-5740. Disability-based accommodations to course expectations can be made only through this process and must be approved by DS before implemented in a course. I am committed to working with you, so please consider meeting with me to discuss the logistics of implementing any accommodations approved by DS.

### 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: [oi@seattleu.edu](mailto:oi@seattleu.edu); phone: 206.296.2824) University Resources and Policies

### Contact Tracing

Please track and record the names of those individuals with whom you have been in close contact in class (including other students and faculty) in case SU Public Safety requires your assistance in contact tracing. For the purposes of contact tracing, "close contacts" are people who have been within six feet of you for 15 minutes or longer.