



EXTENDED CAMPUS

COLLEGE of PROFESSIONAL
and CONTINUING STUDIES

HR 5323-102: Organizational Behavior in Human Relations

Course Description:

The course is designed to survey organizational principles and approaches. Many topics will be discussed including ethics, motivation, decision making, leadership, performance, teams, power and politics, conflict, and organizational culture. Emphasis will be placed on small group discussions and class exercises.

Class Dates:

Location: Washington, D.C. Liaison Office - 2189 Crystal Plaza Arcade, Arlington, VA, 22202.

Hours: Monday - Friday 6:00 p.m.-9:30 p.m.; Saturday 8:00 a.m.-4:30 p.m.; Sunday 8:00 a.m.-12:00 p.m.

Site Director:

Email: apwashington@ou.edu. Phone: 703-418-4800.

Professor Contact Information:

Course Professor: Susan Nash, Ph.D.

Mailing Address: Human Relations Department
University of Oklahoma
Norman, OK 73019

Telephone Number: 405-314-7730

Email Address: smithnash@ou.edu

Professor availability: The professor will be available via email to students before and after the class sessions. On-site office hours are half an hour before and after each class session, by appointment.

Textbook(s) and Instructional Materials:

Student materials are available at the OU Bookstore Website at <https://ou.textbookx.com/institutional/index.php>. There is no longer a physical bookstore, the store will remain, but textbooks will not be stocked. The website has book selling, renting, buying, returning, and order tracking capabilities. If you need help with an order, or if you have any questions contact the toll-free phone at 1-(855)-790-6637, agents are available from 9a – 5p (EST) Monday – Friday. For more information or questions about textbooks, feel free to contact apsyllabi@ou.edu. Text prices are available online

1. Hartley, R.F. (2013). *Management mistakes and successes* (12th ed.). New York: John Wiley. ISBN ISBN-13: 978-1118078464.
2. Saylor Academy. (2012) *Organizational Behavior*.
https://saylordotorg.github.io/text_organizational-behavior-v1.1/
3. Materials posted on the OU Canvas learning management system: Access Canvas at <https://canvas.ou.edu>, enter your OU NetID and password, and select course to access material. If

you require assistance with Canvas, please click on the Help icon. You can search the Canvas guides, chat with Canvas support, or contact OU IT.

Recommended Textbooks:

For additional information if desired (Not provided by Extended Campus)

1. Manfred Kets de Vries. *Leadership on the Couch*. Jossey-Bass.
2. Robbins. *Organizational behavior* (7th ed.). Prentice-Hall.
3. Daniel Kahneman. *Thinking, Fast and Slow*. Farrar, Strauss, and Giroux.

Course Objectives:

The student will be able to:

1. examine the many approaches and theories dealing with organizational behavior;
2. critically examine some existing models dealing with motivation at work;
3. discuss general issues dealing with an effective organization, including leadership and organizational culture;
4. examine behavior at the individual, group, and organizational levels, including the concept of teams; and
5. discuss productivity problems in industry including total quality management and the basic notions behind the learning organization.

Course Format:

A combination of lectures, group discussions, case studies, and presentations.

Assignments, Grading and Due Dates:

Readings and Class Participation:

Before the first class meeting, the student is expected to have read all of the assigned readings. This is the only way that we can ensure informed discussions in class. I expect students to actively participate in class exercise and discussions.

1. Read the textbooks before class begins.
2. Actively participate in any exercise or class discussion. Many of these class exercises will involve presentations. Each of the presentations should be 20-30 minutes long.
3. Bring the case study on the first day of class - statement of the problem without the solution.
4. The solution to the case study is due one week after the last day of class - the solution should be based on the assigned readings and class discussions.
5. Take the final exam.
6. All assignments should be deposit in the Canvas dropbox a week after the last day of class.

Case Studies:

Each class member is expected to analyze three case studies from the readings and to relate each one to a current situation. Detailed instructions will be found in Canvas. Bring the first the case study (without the solution) to class or upload it to the Canvas dropbox. We will discuss all case studies in class.

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| Case Study 1: 100 points | Due the first day of class |
| Case Study 2: 100 points | Due Day 3 |
| Case Study 3: 100 points | Due Day 4 |

Post Seminar Assignment:

At the end of the class, you will write a paper that addresses a current problem faced by organizations which incorporates the concepts discussed in class, and which may build on the conceptual analysis completed earlier. The paper should be 1,500 – 2,000 words in length, approximately 8 – 10 double-spaced pages, and include at least five references. Detailed instructions will be found in Canvas. The paper should submitted using in the dropbox on Canvas **one week after the last day of class**.

Post Seminar Paper: 250 points

Course Concepts Applications:

Students will complete three worksheets that involve the identification of course issues and concepts, and applications to past or current situations.

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|-------------------------------|-----------------------|
| Course Concepts 1: 100 points | Due Day 3 |
| Course Concepts 2: 100 points | Due Day 5 |
| Course Concepts 3: 100 points | Due Last Day of Class |

Class Participation

Students should attend all class meetings and actively participate in class discussions and activities.

Grade: 150 points

Grading:

This is a letter-graded course: A, B, C, D, or F.

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| A | 900 – 1000 points |
| B | 800 – 899 points |
| C | 700 – 799 points |
| D | 600 – 699 points |
| F | less than 599 points |

Notice: Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.

Policy for Late Work:

Please contact the professor regarding his/her policy for late work

Incomplete Grade Policy:

A grade of “I” is not automatically assigned, but rather must be requested by the student by submitting to the instructor a “Petition for and Work to Remove an Incompleted Grade” form. An “I” can never be used in lieu of an “F” nor can an “I” be assigned because of excessive failure to participate in class activities.

POLICIES AND NOTICES

Attendance/Grade Policy

Attendance and participation in interaction, individual assignments, group exercises, simulations, role playing, etc. are valuable aspects of any course because much of the learning comes from discussions in class with other students. It is expected that you attend all classes and be on time except for excused emergencies.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution's policy regarding "I" (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any "I" (Incomplete) grades by the end of the term or he/she may be placed on "financial aid probation." If the "I" grade is not resolved/completed by the end of the following term, the student's Financial Aid may be suspended making the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

Academic Integrity and Student Conduct

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc...in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc...; intimidation and interference with integrity process; and plagiarism. All students should review the Student's Guide to Academic Integrity at http://integrity.ou.edu/students_guide.html

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at <http://studentconduct.ou.edu/>

Accommodation Statement

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

Adjustment for Pregnancy/Childbirth-Related Issues

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see <http://www.ou.edu/content/eoo/faqs/pregnancy-faqs.html>.

Title IX Resources

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at smo@ou.edu or (405) 325-2215 (8-5), or the Sexual Assault Response Team at (405) 615 -0013 (24/7) to report an incident. To learn more about Title IX, please visit the Institutional Equity Office's website at <http://www.ou.edu/content/eoo.html>

Course Policies

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course. Advanced Programs does not provide duplicating services or office supplies.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: <http://www.goou.ou.edu/>

INSTRUCTOR VITA

Susan Smith Nash, Ph.D.

Education

- 1996 Ph.D. in English, University of Oklahoma
- 1989 M.A. in English, University of Oklahoma
- 1981 B.S. in Geology, University of Oklahoma

Current Positions

- Advanced Programs Professor since 1998
- Adjunct Professor, Human Relations, University of Oklahoma
- Director of Education and Professional Development, American Association of Petroleum Geologists

Frequently Taught Advanced Programs Courses

- HR 5013 Current Problems in Human Relations
- HR 5203 Graduate Research and Writing
- HR 5033 Leadership in Organizations
- HR 5093 Introduction to Human Relations
- HR 5133 Change, Challenge, and Creativity in Organizations

Major Areas of Teaching and Research Interest

- Leadership, Strategic Decision-Making, Risk in Energy and Natural Resources
- Leadership in Difficult Times and the Apocalyptic Narrative
- Persuasive and Technical Writing
- E-Learning, Instructional Design, and Effective Knowledge Transfer
- Shale Plays / Unconventional Resource Plays (emphasis on North America)
- Drones / UAS systems and applications, with emphasis on sensors / missions
- Big Data / Deep Learning applied to problem-solving / pattern recognition

Representative Publications and Presentations (Partial)

- Strategically Leveraging Infrastructure and Financing Options for Sustainable Economic Growth in Resource-based Economies. (2019) *Journal of Education, Society and Behavioural Science*, 30(4), 1-12. <https://doi.org/10.9734/jesbs/2019/v30i430135>
<http://www.journaljesbs.com/index.php/JESBS/article/view/30135>
- The Role of Big Data and Machine Learning in the Integration and Implementation of Historical, Current, and Continuously Gathered Earth Data. *Acta Geologica Sinica (English Edition)*, 2019. 93 (z1). <http://www.geojournals.cn/dzxben/ch/index.aspx>
- Effective Learning Strategies in the Homes of Famous Artists and Writers Converted to Museums. 2019. *Frontiers in Education Technology*. Vol 2, No. 1: p. 1-16.
<http://dx.doi.org/10.22158/fet.v2n1p1>
- Avoiding the “Dutch Disease” and “Resource Curse” Maladies through Strategically Deployed Infrastructure and Business-to-Business Economic Development Projects (2019) *Journal of Humanities and Social Sciences Invention*. Vol 1, No 1. p 21-23
<http://jhssi.com/index.php/JHSSI/issue/view/1> <http://jhssi.com/index.php/JHSSI/article/view/5/3>
- Review of *A Dream Called Home* by Reyna Grande. *World Literature Today*. Winter 2019.
<https://www.worldliteraturetoday.org/2019/winter/dream-called-home-reyna-grande>
- Revisiting Medieval Philosophers and their Writing: Lessons when Ideas Can Be Dangerous (2018) *Journal of Social Science and Humanities Research*. Vol 3, No. 12. p. 21-31
<https://ijrdo.org/index.php/sshr/article/view/2589>
- Infrastructure Project Financing Options: Traditional and New Sources, Strategies for Avoiding Dutch Disease, China’s White Knight Interventions, and the U.S. BUILD Act (2018) for

Sustainable Development (November 2018) IJRDO Journal. Journal of Social Science and Humanities Research (ISSN: 2456-2971) Vol. 3, No. 11. pp. 70-82.

<https://ijrdo.org/index.php/sshr/article/view/2550>

<https://ijrdo.org/index.php/sshr/article/view/2550/2158>

- "Mary Elizabeth Braddon's Thou Art the Man (1894): Scoundrel Fathers, Fugue States, and the Problematized Real in Victorian Sensation Novels," IJRDO Journal. Journal of Social Science and Humanities Research (ISSN: 2456-2971) Vol 3, No. 6, pp 13-15.
<https://ijrdo.org/index.php/sshr/article/view/2101/1851>
- The Victorians' Opioid Epidemic. IJRDO Journal. Journal of Social Science and Humanities Research (ISSN: 2456-2971) Vol 3, No. 6, pp 9-12.
<https://ijrdo.org/index.php/sshr/article/view/2100/1850>
- New Technologies in the Development of Unconventional Resources in the U.S., Susan Nash, #70359 (2018). adapted from oral presentation given at AAPG Latin America & Caribbean Region, Optimizing Exploration and Development in Thrust Belts and Foreland Basins, Santa Cruz de la Sierra, Bolivia, June 6-8, 2018
http://www.searchanddiscovery.com/pdfz/documents/2018/70359nash/ndx_nash.pdf.html
- Using Thermal/IR and Multispectral Sensors on Drones to Find the Origin of and Extent of Contamination from Saltwater Spills from Producing Wells, Susan Nash, #80650 (2018). Adapted from oral presentation given at 2018 AAPG Annual Convention and Exhibition, Salt Lake City, Utah, May 20-23, 2018
http://www.searchanddiscovery.com/pdfz/documents/2018/80650nash/ndx_nash.pdf.html Basin Analysis: Overview and New Uses. PetroPulse. No. 5, July, 2017, p. 10-11.
- Fracking Novels: Scrabble, Zombies, and the Problematized Real. World Literature Today. March 2017. <https://www.worldliteraturetoday.org/2017/march/fracking-novels-scrabble-zombies-and-problematized-real-susan-smith-nash>
- Inhalaciones, o, la capacidad negativa. Periodico de Poesia. No. 96, Febrero 2017. Mexico City, Universidad Autonoma de Mexico. <http://www.periodicodepoesia.unam.mx/index.php/4496>
- Drones and UAVs for Methane Emissions Detection, Monitoring, and Regulatory Compliance Jan 2, 2017 IJRDO-Journal of Biological Science <http://www.ijrdo.org/International-Journal-of-Research-&-Development-Organisation-pdf/Biological%20Science/January-2017/Bio-2017-January-2.pdf>
- Sesiones Plenarias NOC e IOC: El "Escalofrio" del ICE. Petroleum Revista (Caracas, VE), Octubre 2016, pp. 23-24.
- Review. Absolute Solitude by Dulce María Loynaz. World Literature Today. November 2016. <http://www.worldliteraturetoday.org/2016/november/absolute-solitude-dulce-maria-loyna>
- Sesiones Plenarias NOC e IOC: El "Escalofrio" del ICE. Petroleum Revista (Caracas, VE), Octubre 2016, pp. 23-24.
- Blood-Soaked Feathers: Urban Farming Meets Urban Flood Control-Created Habitats. IJRDO: Journal Agricultural Research. Volume 2, Issue 8, August 2016.
<http://www.ijrdo.org/International-Journal-of-Research-&-Development-Organisation-pdf/Agriculture%20and%20Research/August-2016/Agricultural%20Research-August-3.pdf>
- The "Honor Killing" of Social Media Star Qandeel Baloch: Technological Change, the Changing Roles of Women, and Grassroots Backlash. IJRDO: Journal of Social Science and Humanities Research. Volume 2, Issue 7, July 2016.
- An Apocalyptic yet Abject "Jubilee" Narrative in George Robert Gissing's *In the Year of Jubilee*: Mobility, Restoration, and Materiality, Journal of English Language and Literature, Vol 4, No. 2 (2015) <http://www.hrpub.org/download/20160130/UJES3-14605339.pdf>
- Effective Technology Strategy for Shale Plays, Universal Journal of Engineering Science Vol. 3(4), pp. 79 - 87 /Horizon Research December 2015
- "La educación y la innovación transformadora en condiciones turbulentas" Petroleum April 2015. <http://www.petroleum.com.ve/>
- "Geologists as Successful Entrepreneurs in Times of Low Oil Prices: The Importance of Innovation and Education" WTGS Bulletin. Vol 54, No. 4 (March/April 2015), pp 8-14.
- "Trije eseji: Postpostmoderniaem: Tehnokratske kulture?" (Three essays: Postpostmodernism: Technocratic Culture?" and "Nepreputnost tu ni dovoljena" (Impermeability Not Allowed Here)

and "Pasolini, Boccaccio in Dekameron: Podlage za razumevanje sodobne kozmologije in iskanje odgovorov na tehnologo" in *Sodobnost 2014* (Ljubljana, Slovenia): p 1-10.

- "Museum Education in Transition: What Are the Essential Elements? Responses to Interview Questions" (co-authored with Elaine Bontempi) *Education Research Journal*, Summer 2012
- "Assistive Technologies: Accessing Voice and Selfhood in an Age of Digital Technologies" *Feminist Cyberspaces: Pedagogies in Transition*. Ed. Sharon Collingwood, Alvina E. Quintana, and Caroline J. Smith. Cambridge, UK: Cambridge Scholars Publishing, 2012: pp. 202-229.

Recent Books

- Moodle 3.0 Teaching Techniques, 4th edition. Packt Publications. Birmingham, England. 2018
- Moodle Course Development Best Practices, 2nd edition. Packt Publishing (Birmingham, England), 2018
- Quick-Start Guide for Graduate Research and Writing. Texture Press, 2017.
- Road Trip of the Mind / Random Thoughts. bilingual edition; translated by Maja Kraigher. *Sodobnost*: Ljubljana, Slovenia, 2015.

Video Programs Hosted

- **LifeEdge** – 2014 – present (70 shows so far) – co-hosted with Rick Zanotti, RelateCasts.
- Interview program / format

Full list of publications available at: <http://www.beyondutopia.net/nashev>