

DRAFT SYLLABUS

This is posted for your info to help you select or prepare for a course. An official version will be ready at or prior to your course start. Texts will be same or very similar. Please check online bookstore for exact texts.

TROY STATE UNIVERSITY
MASTER OF PUBLIC ADMINISTRATION
PA6620 ORGANIZATION THEORY
Term 4 - 2004

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Welcome to Organization Theory. My name is Stephen Sussman, and I am your online instructor for the course. I know you will find this course interesting and enjoyable. When the course begins, you can click on the "Information Button" and read the full syllabus. This is the latest information.

This is a brief overview of the course, and an opportunity to discuss the structure of the course, and the general goals of the course.

When you email me, please include the course number (PA6620) as part of the subject line. Without PA6620 in the subject line, your questions and comments may not reach me in a timely manner. Always include your name in your email and on your assignments.

I will check my email and digital drop box by 11:00 a.m. (eastern time) every weekday morning and respond to your questions within 48 hours. When you submit an assignment, you will receive an email response indicating that I received your assignment. Please note: This course is self directed and requires you to take an active role in your learning. So email me if you have any question or comments.

TEXTS:

1) Classics of Organization Theory-5th ed.

Jay M. M. Shafritz, J. Steven Ott, J. Steven Ott (Editor) / Textbook Paperback / Wadsworth (2001)
ISBN: 0155068695

2) Organization Theory, Hatch, Mary Jo. New York: Oxford University Press, (1997)

ISBN: 0198774907

COURSE OBJECTIVES:

Upon completion of the course, students will be able to:

Discuss the historical development and evolution of organization theory.

Demonstrate knowledge of the extensive organization theory literature and how to stay abreast of current developments in the field.

Demonstrate the ability to examine organizations and organizational problems from multiple perspectives.

Discuss the impact of technology and environment on organizational activity.

Discuss and evaluate the concepts and approaches of organization effectiveness.

Explain how theories of organization may concretely affect the structure of modern organizations.

Explain power and authority relationships in organizations and analyze their use within organizations.

Comprehend, analyze, and synthesize current issues in management thought.

Explain the concepts of innovation and change in organizations.
Discuss the bridge between theory and practice as it pertains to organizations.
Discuss the concept of organizational ethics and the importance of ethical behavior for public managers.
Demonstrate the ability to analyze complex public sector issues, identify potential solutions, and defend courses of action using case analysis methodologies.

COURSE REQUIREMENTS:

Each week you are assigned specific chapters in the textbooks to read. These chapter assignments are listed in the online syllabus. By keeping up with the assigned readings, you will be better prepared to answer a series of both individual and group questions that are assigned each week.

The series of questions that you are to answer individually emphasize certain aspects of the assigned chapters, and are related to terminology, concepts, and theories used in Organizational Theory. These questions are located in the Assignment Section of the course website. You are to develop answers to these questions. (21%)

In addition to the individual questions, you will find located in the Discussion Board section of the website a weekly general question related to the major topic examined each week in the assigned readings. You are to develop a short essay (one or two paragraphs) concerning the question posed for the week, and post your reply to the appropriate weekly discussion section. This is the on-line version of class participation. (9%)

Midterm Exam

Your midterm exam will focus on certain concepts and terms in each chapter.(20%)

Final Exam

Your final exam will focus on certain concepts and terms in each chapter.(20%)

Research Paper: (30%)

Each student will prepare a research paper. The paper must apply the concepts of the course to an organizational problem.

The purpose of the research paper requirement is to give the student experience in critical thinking. I expect the research paper to be of high quality. The paper should be grammatically correct. You can use any of the popular citation styles, as long as you are consistent. The paper is expected to be 10-15 pages, double-spaced.

ORGANIZATION OF THE PAPER

The paper will consist of the following six sections:

- * Organizational Description: A description of the organization that is the subject of your paper.
 - * Problem Description: This section includes an explanation of the problem or issues under investigation and why it deserves analysis. This section should end with a statement of your research question.
 - * Literature Review: A discussion of the literature relevant to your paper.
 - * Analysis of the Problem: This is the heart of the paper. It will include an integrated discussion of the topic based on relevant literature and concepts discussed in the course. This is also the place to use the various concepts in the course to help explain the influence of the problem on organizational performance.
 - * Conclusion: What does it all mean? What does your analysis show? What are the implications of your conclusions for the organization?
 - * Bibliography: Every paper will contain a bibliography showing the full citation for every source, including the textbooks. You can use any of the popular citation methods.
- Further details on the research paper can be found in the Assignment section.

GRADING:

Weekly Short Essays: 21%

Weekly Online Discussion Questions: 9%

Midterm: 20%

Final: 20%

Research Paper: 30%

A = 90-100

B = 80-89

C = 70-79

All reading and writing assignments, for the entire term, are posted and can be completed at any time prior to the assigned deadline.

For our purposes, the week begins on Monday and ends Sunday night, eastern time.

In many ways, the various components of this course are linked internally, and structured in such a way as to reinforce your learning. To complete the course you will need to actively engage all the components, reading, lectures, questions, and exams. In addition, since our time is limited to only 10 weeks, it is critical that you stay on top of each week's assigned work, and pace yourself accordingly.

READING ASSIGNMENTS:

Week 1: Introduction

Hatch: Chapters 1 and 2

Shafritz: Readings 2, 6, 7

Week 2: Environment of Organization

Hatch: Chapter 3 and 9 (pages 282 – 291)

Shafritz: Reading 20 and 26

Week 3: Strategy and Goals/Decision Making

Hatch: Chapter 4 and 9 (pages 269 – 281)

Shafritz: Reading 6, 31, 34

Research Paper Topic Due

Week 4: Technology

Hatch: Chapter 5

Shafritz: Reading 23

Week 5: Organization Social Structure

Hatch: Chapter 6

Shafritz: Reading 22 and 24

Midterm Exam Mailed (covers weeks 1-4)

Week 6: Organization Culture

Hatch: Chapter 7

Shafritz: Reading 36 and 40

Research Paper: Organizational Description Due

Week 7: Physical Structure of Organization

Hatch: Chapter 8

Shafritz: Reading 15

Week 8: Conflict and Control in Organizations
Hatch: Chapters 10 and 11
Shafritz: Readings 28 and 15
Final exam mailed (covers weeks 5-8)

Week 9: Contemporary Trends
Hatch: Chapter 12
Shafritz: Reading 44

Although at times you may find the course demanding, you will gain an understanding of Organizational Theory. I look forward to a good class and an exciting semester.

PLEASE KEEP IN MIND THAT THIS COURSE WILL REQUIRE A GREAT DEAL OF READING AND REFLECTION ON THE PART OF THE STUDENT. MUCH OF THE MATERIAL IS DEMANDING. ANY QUESTIONS YOU MAY HAVE ON ANY AREA OF THE TEXT SHOULD BE ADDRESSED AS SOON AS POSSIBLE TO THE INSTRUCTOR.

HAVE A VERY SUCCESSFUL SEMESTER!!!!

-Dr. Stephen Sussman