

BA 2206 – ORGANIZATION THEORY
Tues and Thu 12.40 14.15 G110

Instructor:	DR. S. NAZLI WASTI PAMUKSUZ			
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Office Hours:	By appointment (via Webex link on course ODTUClass page)			
Course Web Page:	TBA			
Course Description:				
<p>The purpose of this course is to use lectures, videos, class exercises, and case studies to introduce students to theories and concepts that are useful in understanding organizations and their environments. Given the domination of organizations in society, it is important to understand and subsequently use the tools provided by organization theory in order to better understand how organizations affect us and how we can shape them. This course is meant to provide students with some of those tools, allowing them to better analyze complicated organizations and organizational situations, and to discover ways of dealing more effectively with them.</p>				
Course Student Learning Objectives: (CSLOs)				
<i>Upon successful completion of this course, students should be able to:</i>				
Course Specific Skills:				
<ol style="list-style-type: none"> 1. To assess various organizational configurations and identify appropriate ones for the situation. 2. To be able to apply these various perspectives in analyzing organizations and organizational problems. 				
Discipline Specific Skills:				
<ol style="list-style-type: none"> 3. Analyze decision problems in organization studies. 4. Develop foundation skills for advanced organizations courses such as change management, organizational culture, leadership theory, etc. 				
Personal and Key Skills:				
<ol style="list-style-type: none"> 5. Develop problem solving skills. 6. Develop discussion skills. 7. Apply knowledge learned to case studies and actual organizations. 				
Learning and Teaching Methods:				
This course is going to make use of formal lectures, in-class case discussions, videos, class exercises.				
Required Reading:				
<p>Jones, Gareth R., Organizational Theory, Design, and Change: Text and Cases, 7th Edition, Prentice-Hall, 2013. Copies of the book are available through the METU Bookstore at https://www.odtuden.com.tr/ The textbook is also available in the library reserve and stacks. Students can also use older editions of this text; however, they will be responsible for tracking which chapter corresponds to the material covered in class. Alternatively, the ebook may be purchased through https://caglayan.com/urundetay/615782/Organizational-Theory-Design-and-Change-Global-Edition-Gareth-R-Jones-9780273765608-ebook#sthash.Vj8pB8qX.dpbs. Students may be assigned additional reading materials from time to time. All course documents can be accessed via the ODTUCLASS system.</p>				

Assessment and Grading:				
Form of Assessment	% Contribution	Size of the assessment	CSLOs covered by the assessment	Feedback Method

Midterm Examination 1	31.7	~75-minute true-false and multiple choice-type examination	1, 2, 3, 4, 5	Written and oral (in class)
Midterm Examination 2	31.7	~75-minute true-false and multiple choice-type examination	1, 2, 3, 4, 5	Written and oral (in class)
Midterm Examination 3	31.7	~75-minute true-false and multiple choice-type examination	1, 2, 3, 4, 5	Written and oral (in class)
Discussions, Attendance, Participation	5	Class participation during regular lectures	6, 7	Oral (in person)

Other Course Issues:

This course does not have a final exam. No “extra” work above the aforementioned will be accepted or credited. There will be no make-ups for exams without an approved excuse or a medical report. If you have a time conflict, please contact me ahead of time.

Class sessions will be recorded so all students need to sign the **personal information consent form** on ODTUClass by **March 20, 2022**, and upload it at the ODTUClass link provided.

Midterm Exams: Each midterm exam will be made up of true-false and multiple-choice questions. Everything in the relevant chapters, class discussions, and cases covered will be included. The exams will cover everything since the beginning of the term or since the last midterm exam. **Tentative date for Midterm 1 is April 11; for Midterm 2, May 16; and for Midterm 3, June 16.**

Class participation: A significant portion of the class will be spent discussing the related readings or cases. Please note that attendance does NOT mean participation. You are encouraged to demonstrate your knowledge of the assigned material or make comments during class. You may also be called on randomly. In participation, quality is more important than quantity. Class participation will be graded at the end of the term on a scale of 0 to 4 (4=A). Students who have not uploaded to ODTUClass their **Student Information Sheet** (downloaded from the ODTUClass system) with a photo embedded by **March 20, 2022**, will **NOT** receive a participation grade.

The following table gives the **tentative schedule** for the semester. The lectures will stress the most important and/or most difficult material. We have a lot of topics to cover so based on our pace, adjustments may be required in the schedule.

Dates	Chapter(s)
March 8-15	OT definitions, measures of effectiveness—Jones Chapter 1, 2, case discussion
March 17-29	Organizational environment—Jones Chapter 3, case discussion
March 31-April 7	Basic definitions to describe organizations—Jones Chapter 4, case discussion (No class on April 5 and 7—Online makeup hours March 15 and 16, 19.30)
April 11	Midterm 1
April 12-14	Weber and bureaucracy—Jones Chapter 5, in-class exercise, Modern Times video, Historical Perspectives video
April 19-26	Organizational design—Jones Chapter 6, case discussion

April 28-May 10	Organizational culture—Jones Chapter 7, culture exercise, Southwest Airlines video, organizational metaphors (Religious holiday: No class on May 3)
May 12-17	Organizational design in an international environment—Jones Chapter 8
May 16	Midterm 2 (National holiday: No class on May 19)
May 24-June 2	Organizational technology—Jones Chapter 9, King Soopers Bakery video, process choice video, case discussion
June 7-14	Organizational life cycle—Jones Chapter 11, case discussion
June 16	Review + Midterm 3

GOOD LUCK AND ENJOY THE CLASS!

COURSE POLICIES

STUDENT DISABILITIES: Any student, who, because of a disabling condition, may require special arrangements in order to meet course requirements, should contact the instructor as soon as possible. Students should present the appropriate documentation from the university's **Disability Support Office (Engelsiz ODTÜ Birimi, ODTÜ Kütüphanesi, Solmaz İzdemir Salonu, Tel: 2107196; engelsiz@metu.edu.tr)** verifying their disability, and outlining the special arrangements required. Please note that no accommodations will be provided to the disabled students prior to the completion of this approved University process.

ACADEMIC DISHONESTY: The Department of Business Administration has no tolerance for acts of academic dishonesty. Such acts damage the reputation of METU, the department and the BA/MBA/MS degree and demean the honest efforts of the majority of the students. The minimum penalty for an act of academic dishonesty will be a zero for that assignment or exam.

CHEATING: All university, faculty/institute, and department principles on academic honesty will be strictly enforced. The usual consequence for academic dishonesty is failure of the course and referral of the case to the Dean of the Faculty/Institute for additional disciplinary action. Examinations are individual and are to be completed without outside assistance of any sort. Persons observed cheating during examinations will receive a failing grade in the course. Homework assignments are individual, unless otherwise specified by the instructor, and are to be completed without outside assistance of any sort, as well. Persons observed cheating in their homework assignments will receive a score of zero for the portion of the semester grade that is allocated to such assignments.

PLAGIARISM: The instructor assumes that students will do their own work. By placing their names on assignments (individual or team), students are affirming that the contents are their original work. Any previous work available from files or past students, as well as materials available on the internet may be used only as a suggestive model. Violation of this provision will be considered as unethical behavior, subject to disciplinary action. If you have any doubt about the use of a specific material, see the instructor ahead of time. Any material used from outside sources should be referenced appropriately.

METU HONOR CODE

Every member of METU community adopts the following honor code as one of the core principles of academic life and strives to develop an academic environment where continuous adherence to this code is promoted. "The members of the METU community are reliable, responsible and honorable people who embrace only the success and recognition they deserve, and act with integrity in their use, evaluation and presentation of facts, data and documents."