



MGMT 2100

Introduction to Management
Spring 2017

Professor Name: Dr. Clint Chadwick

Professor Email: clint.chadwick@ku.edu (email is generally the best way to contact me)

Office Hours: TBA or by appointment

Course Description

This course is designed for anyone who will work in an organization—you! Many believe that management is an art that comes to someone (or doesn't come) naturally. Our general theme is that management is a skill that you can develop with practice that is informed by research findings. A typical class session surveys a different topic in management, with emphasis on both theory and practice (some topics are big enough to require two sessions). Practice emphasizes immediate applicability, while theory allows you to generalize to new conditions.

Course Objectives

After completing this course, you should be able to:

- Explain the functions of management
- Describe the pros and cons of various organizational designs
- Define organizational culture and describe its effects
- Delineate various approaches to motivating employees
- Grasp the operational and strategic functions of human resource management
- Explain how teams and groups should be designed and supported
- Contrast different organizational control systems
- Describe the impact of technology and total quality management on operations
- Compare different leadership styles
- Describe the pros and cons of various organizational decision making processes

Course Materials & Resources

The required text for this course is *Developing Management Skills, 7th edition*, by Whetten, Cameron. Pearson - Prentice Hall. I may also require you to read some articles in preparation for some class sessions, as indicated in the syllabus.

Grading

Participation. Come to class prepared to take part and you will learn much more than you otherwise would. Quality of participation is more important than quantity, so please try to keep your “ideas per minute” ratio up. You’re always welcome to ask me how you’re doing on this dimension, and I will award you a subjective feedback score on your participation at three different points in the term. I will score you at each point on a scale of ✓-, ✓, or ✓+, which I will then use to score your participation for the course overall. You can see these scores on our course’s webpage in ICON.

Thought papers. At four different points in the semester, I will have you submit a 3-4 page thought paper on the topics that we have been discussing during the current segment of the course. You are free to range pretty freely within those topics. What I want to see is that you are processing those topics and thinking about how you might apply them in your management career. Regurgitations of the readings will not be sufficient and will receive a poor score. Also, I do not expect that you should discuss all of the topics that we have been discussing in that segment of the course; you should focus in on 1-2 ideas and do them in some depth. I will be happy to consult with you about your ideas ahead of time, and on some rare occasions at my invitation you may have a chance to rewrite the papers. This will be primarily when I feel that you did not understand the topic sufficiently.

Exams. There will be two exams during the semester: one midterm exam and a final exam. Each exam will be closed book and closed note and will consist of short essay questions and/or a short case to read and write up during the exam period. The final exam will be a comprehensive exam drawing from all of the material covered throughout the duration of the course and will be given during the finals period.

Each item’s contribution to your course grade is given in percentage terms below:

Class participation	10%
Thought papers	40%
Midterm exam	20%
Final exam	30%
<hr/> Total	<hr/> 100%

If a student misses an exam for any reason he or she may be allowed to make up the exam if the circumstances conform to those outlined by University of Iowa policy.

I will base your final course grades on the following scale:

93-100%	A	73-76%	C
90-92%	A-	70-72%	C-
87-89%	B+	67-69%	D+
83-86%	B	63-66%	D
80-82%	B-	60-62%	D-
77-79%	C+	0-59%	F

Additional notes

I will not provide you with course notes, but I will post Powerpoints of my lectures on our ICON webpage. Opportunities for extra credit will not be given.

Attendance Policy

Attendance at all classes and CIMBA sanctioned activities is MANDATORY. All unexcused absences will have the following consequences:

- a. 1st absence will result in a loss of a 1/3 of a letter grade in that class
- b. 2nd (cumulative) absence will result in a loss of an entire letter grade in that class
- c. 3rd (cumulative) absence will result in a dismissal from the program.

Absences due to illness require a note from the CIMBA Office Staff. If a student is sick and cannot attend class, he/she must inform the CIMBA Staff immediately. Failure to do so will result in an unexcused absence.

Grievance Policy

Student concerns regarding this course should first be discussed with me, the faculty member teaching this course. If we can't resolve the complaint, you may contact the CIMBA Director, Brandelle Unkrich (319-335-1041, brandelle-unkrich@uiowa.edu). The Director will review the details of the complaint and involve the Associate Dean of the Undergraduate Programs, as needed.

Academic Misconduct

The Tippie College of Business at the University of Iowa follows an honor code regarding academic misconduct. That code can be found at <http://tippie.uiowa.edu/honorcode.cfm> and includes cheating, plagiarism, unauthorized collaboration, obtaining an unfair advantage, forgery, facilitating academic dishonesty, and misrepresentation. Be sure you are familiar with this code. Students who exhibit academic dishonesty will receive a zero (0) for the assignment or examination involved and may receive an "F" for the class. All incidents of cheating will be reported to the CIMBA staff, as well as to the Senior Associate Dean of the Tippie College of Business. The decision of the professor may be appealed to a Judicial Board. The Honor Code for the Tippie College of Business will determine the appropriate appeal process.

Accommodating Students with Disabilities/Academic Accommodations

A student seeking academic accommodations such as a modification of seating, testing, timing, etc. should first register with Student Disability Services, then contact Shannon Lizakowski (shannon-lizakowski@uiowa.edu) in the CIMBA Office to make further arrangements. See <http://sds.student-life.uiowa.edu> for more information.

Sexual Harassment

Sexual harassment subverts the mission of the University and threatens the well-being of students, faculty, and staff. All members of the UI community have a responsibility to uphold this mission and to contribute to a safe environment that enhances learning. Incidents of sexual harassment should be reported immediately. If you feel that you are being or have been harassed or you are not sure what constitutes sexual harassment, we encourage you to visit the University website, www.sexualharassment.uiowa.edu/index.php, and to seek assistance from the CIMBA Director, Brandelle Unkrich, at 319-335-1041 or brandelle-unkrich@uiowa.edu.

Course Schedule

Session 1: Introduction: What Is Your Approach to Management?

Session 2: What is the Role of Individual Differences in People Management? Personality, Values, and Ability

Session 3: Managing Across Individual Differences

Session 4: What Can Organizational Culture Do?

*****First Thought Paper Due*****

Session 5: How Do Managers Motivate Employees?

Session 6: Power and Influence in Organizations

Session 7: Is Leadership Innate, or Can It Be Taught?

Session 8: How Can Human Resource Management Make Managing Better?

Session 9: How Can Organizations Use Teams Best?

*****Second Thought Paper Due*****

Session 10: The Big Picture: Competitive Advantage and Strategy Part I

Session 11: The Big Picture: Competitive Advantage and Strategy Part II

Session 12: *Mid-term exam*****

Session 13: How do organizations make decisions?

Session 14: What are the pros and cons of different organizational structures?

Session 15: How do organizations make products effectively?

Session 16: How do managers control and change organizations?

*****Third Thought Paper Due*****

Session 17: How Have Careers And Work/Life Balance Changed?

Session 18: How Do Organizations Manage In Multi-National Contexts?

Session 19: How Do Organizations Encourage Creativity And Innovation?**Session 20: What Is My Personal Life Strategy?**

******Fourth Thought Paper Due******

Session 21: **Comprehensive Final Exam******

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