



**University at Buffalo**  
*The State University of New York*

## **MGB 301: Organizational Behavior & Administration**

Mondays 7:00pm – 9:45PM (Eastern Standard Time)

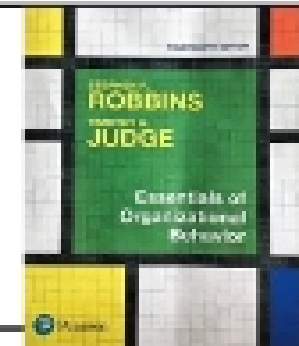
Online | Remote

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**INSTRUCTOR:** Michael P. Nugent  
**EMAIL:** [Mnugent@buffalo.edu](mailto:Mnugent@buffalo.edu) (best method of contact)  
**OFFICE HOURS:** Mondays from 7pm to 9pm, Eastern Standard Time  
By Appointment during the week  
**PHONE:** (716) 425-0913

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**REQUIRED MATERIAL:** Stephen P. Robbins, Timothy A Judge  
*Essentials of Organizational Behavior, 14<sup>th</sup> Edition*  
ISBN: 978-0-13-452385-9



### **COURSE DESCRIPTION:**

*MGB301 explores the systematic interrelation of economic, technological, psychological, and sociological variables useful in observing, predicting, and influencing organizational behavior. Students develop ways of thinking about organizational problems to increase their effectiveness as administrators.*

Although technical skills are critical for success in management, a comprehensive understanding of human behavior in complex organizations is necessary to thrive in a managerial role. This course will be critical to your future in managing relationships with coworkers, managers, and subordinates. You will also understand the most effective ways to design and change groups you belong to in order to succeed in a professional setting.

The study of organizational behavior will equip you with knowledge of individual, team, and organizational development practices necessary to succeed in your career. Managing the human side of any business is a key part of a manager's effectiveness within their role as a leader.

## COURSE OBJECTIVES:

The purpose of this course is to examine individual, interpersonal, and group behavior to understand how you can help your organization function more effectively, through enhanced communication (both oral and written forms). You will gain a better understanding of the relationship between your individual flexibility and its effects within a team environment, promoting a more efficient result. We will use a variety of learning methods (individual testing, team exercises, classroom discussion, written responses, presentations, videos, etc.) to examine various theories and issues related to Organizational Behavior.

## STUDENT LEARNING OUTCOMES:

**At the conclusion of this course, students will develop an understanding of the following:**

- Understanding foundations of Organizational Behavior
- Defining job attitudes and their impact on employees in the workplace
- Individual/team personality and values, and their influence on the workplace
- Theories of motivation and workplace application
- Effective group development and decision making in the workplace
- Understanding what makes teams work effectively
- Barriers to organizational communication and Best Practices
- Leadership theories and application
- Power, politics, and their influence on the workplace environment
- Conflict and negotiation in the workplace
- Understanding of the foundation of organizational structure
- Understanding of organizational culture
- Organizational change barriers and best practices
- Emotions and Moods
- Diversity in Organizations

## TECHNOLOGY RECOMMENDATIONS

To effectively participate in this course, regardless of mode of instruction, the University recommends you have access to a Windows or Mac computer with webcam and broadband. Your best opportunity for success in the blended UB course delivery environment (in-person, hybrid, and remote) will require these minimum capabilities listed on the following website: [buffalo.edu/ubit/service-guides/hardware/getting-started-with-hardware/purchasing-or-using-an-existing-computer.html](https://buffalo.edu/ubit/service-guides/hardware/getting-started-with-hardware/purchasing-or-using-an-existing-computer.html)

**STUDENT ENGAGEMENT** - for the purpose of student engagement in our remote course setting, please see the assignment on UBLearns under the "Week 1" Folder. All students in the course will be asked to post a 60-90 second intro video to our private MGB301 Flipgrid page. These intros will be important for all of us to get to know each other a bit, as well as for each student to get to know their Group members.

## STUDENT LEARNING OUTCOMES ASSESSMENTS

OUTCOMES	Tests	Manager Project	Indiv. Process Paper	In-Class Activities	Group Reaction	Reading Assignments	Participation / Professionalism
Understanding foundations of Organizational Behavior	●			●		●	●
Defining job attitudes and their impact on employees in the workplace	●	●		●		●	●
Individual/team personality and values, and their influence on the workplace	●	●	●	●		●	●
Theories of motivation and workplace application	●	●	●	●	●	●	●
Effective group development and decision making in the workplace	●		●	●	●	●	●
Understanding what makes work teams effectively	●		●	●	●	●	●
Barriers to organizational communication	●	●	●	●	●	●	●
Best practices in organizational communication	●		●	●	●	●	●
Leadership theories and application	●	●		●	●	●	●
Power, politics, and their influence on the workplace environment	●	●	●	●	●	●	●
Conflict and negotiation in the workplace	●	●	●	●	●	●	●
Understanding of the foundation of organizational structure	●	●		●		●	●
Understanding of organizational culture	●	●		●	●	●	●
Organizational change barriers	●	●		●	●	●	●
Organizational change best practices	●	●		●	●	●	●

## COURSE EXPECTATIONS