

California Lutheran University

Bachelor's Degree for Professionals

BUS 448 – Organization Development

California Lutheran University

Oxnard Center

Rm. 117

Spring Term 2016

February 29 – May 12, 2016

6-9:30 pm

Professor: Robert B Amenta, Ed.D

Email: ramenta@callutheran.edu

Phone: (818) 536-1141

Office Hours: Before or After Class

Classes begin on March 1st.

Drop Dates: March 14th Last day to add/drop without financial penalty

April 11th Last day to withdraw without academic penalty

Textbook: Anderson, D. L. (2009). *Organization Development: The Process of Leading Organizational Change, (Second Edition)* Thousand Oaks, CA: Sage.

Course Description:

This course examines the major components of organization development; the evolution of organization development, the nature of change, and how change agents can effectively manage and implement change in organizations. It is recommended for students interested in consulting management, or other roles that involve change and development in the workplace.

Course Goals:

The goal is to develop analytic and practitioner skills applicable to the concepts of Organization Development in real situations.

Course Outcomes:

The student will...

- Demonstrate an understanding of the process of organizational change as led by an OD practitioner
- Examine the types of OD interventions and identify when and why they are applied
- Structure and propose an OD intervention
- Apply OD principles and concepts to specified case studies

Student Learning Expectations

Assignment & Assessment

Creativity & Critical Thinking
 Interpersonal & Teamwork Skills
 Communication Skills
 Informational Literacy
 Cross Cultural Competency

Final Project
 Case Studies Discussion Group
 Oral & Written Presentations
 Research for Course Project
 Case Study Analysis

Makeup and Late Policy

There will be no makeup or late acceptances unless extreme emergency to be determine by the professor.

Writing Assignments:

Writing assignments are listed in the syllabus. You will be asked to respond to six of the journal readings through evaluation and application of specific OD concepts. All papers should be approximately 1-3 pages, typed and double-spaced. Assignments are due on the class period listed and will be marked down if late.

I expect that all writing assignments will demonstrate your most professional work, including thorough and well-thought out arguments and discussions, appropriate citations where necessary, clear organization in order to communicate unambiguously to the read, and the absence of mechanical flaws (such as grammar and spelling errors).

The best journal readings will involve an explanation of the concepts from the week and will use specific examples and quotes from both the case study and the reading assignments to demonstrate appropriate application of the material. Applying course concepts to journal readings requires particular attention to the logical flow of your writing. Be sure to do 3 things whenever you discuss how a concept applies to situations in the journal readings: (1) identify and explain the concept (2) explain the situation you're referring to, using specific quotes and examples, and (3) be very explicit about how (1) relates to (2); that is, what is it that this concept tells us about this case situation (or vice versa).

Course Schedule

Week	Topics	Assignment
1	Introduction to Course, Defining organization development. Course Requirements	Read Anderson, chapters 2&3 Case Study #1 "Northern County Legal Services"
2	History of Org. & OD ethics and values	Read Anderson, chapters 4&5

3	Foundations of Org. Change & OD consultant and consulting process	Read Anderson, chapters 6&7 Case Study #2 “Aero. Tech”
4	Data Gathering:	Read Anderson, chapter 8 Case Study #3 “Logan”
5	Mid-Term exam chapters 1-7 Diagnosis and Feedback	Read Anderson, chapters 9&10 Case Study #4 “Parks Department”
6	Individual Interventions	Read Anderson, chapter 11 Case Study #5 “Solving Team Challenges at Doc. systems Billing, Inc.”
7	Team Interventions	Read Anderson, chapter 12 Case Study #6 “Reorganizing Human Resources @ ASP Software”
8	Whole Interventions: Discuss “Finding Nemo”	Read Anderson Chapter 13 Center” Case Study #7 “The Future of Crossroads
9	Sustaining Change, Evaluating and Ending an Engagement: Discuss “Finding Nemo”	Read chapter 14
10	The Future of OD	Final Exam Take Home
11	Review Course Final exam Course evaluation ⁱ	

Student Workload for a 4-credit course (50-minute hour):

Activity	Instructor-Led Hours		Homework Hours		Remarks
	Weekly	Course	Weekly	Course	
Readings of required text			5	55	Over 11 weeks, uneven distribution
Weekly Classes	3 hr. 20 min.	36 hrs. 40 min.			Includes final exam
Article Assignment				10	Average, varies by student
Mid-term Prep		1		10	Average, varies by student
Discussion Board I		12		12	Average, varies by student
Journal Papers				15	Average, varies by student
Final Exam Prep		1		10	Average, varies by student
Total		50		122	

Grading Criteria:

CRITERION	PORTION	GRADING SALE GRADE PERCENTAGE
1. Class Activities (Think-Pair-Share, Group Exercises, etc.)	10%	A 95-100 A- 90-94.9 B+ 86-89.9 B 83-85.9
2. Midterm Exam	30%	B- 80-82.9 C+ 76-79.9
3. Journal Papers & Discussion Board Posts	30%	C 73-75.9 C- 70-72.9 D+ 67-69.9
4. Final Exam	30%	D 55-66.9 F 0-54.9

Course Evaluations Statement:

All course evaluations are conducted online. Your feedback is important to us. You will receive an email message reminding you when the website is open for your feedback. The link is: <http://courseval.callutheran.edu>

Disability Statement

California Lutheran University is committed to providing reasonable accommodations in compliance with ADA of 1990 and Section 504 of the Rehabilitation Act of 1973 to students with documented disabilities. If you are a student requesting accommodations for this course, please contact your professor at the beginning of the semester and register with the Disability Support Services Coordinator, Wendy Jimenez, for the facilitation and verification of need. The Disability Support Services Coordinator is located in the Center for Student Success Office at 3259 Pioneer Street, and can be contacted by calling 805.493.3878 or emailing wjimene@callutheran.edu

Statement on Academic Honesty

The educational programs of California Lutheran University are designed and dedicated to achieve academic excellence, honesty and integrity at every level of student life. Part of CLU's dedication to academic excellence is our commitment to academic honesty. Students, faculty, staff and administration share the responsibility for maintaining high levels of scholarship on campus. Any behavior or act which might be defined as "deceitful" or "dishonest" will meet with appropriate disciplinary sanctions, including dismissal from the University, suspension, grade F in a course or various forms of academic probation. Policies and procedures regarding academic honesty are contained in the faculty and student handbooks.

Plagiarism, cheating, unethical computer use and facilitation of academic dishonest are examples of behavior which will result in disciplinary sanctions. Plagiarism includes, but is not limited to:

- word for word copying without using quotation marks or presenting the work as yours
- using the ideas or work of others without acknowledgement
- not citing quoted material. Students must cite sources for any information that is not either the result of original research or common knowledge.

Standards of Student Conduct Statements:

- [Student Life Handbook](#)
- [Academic Honesty Statement](#)

University Harassment Policy

Be civil to each other, both on- and offline. **For information on the University's student harassment policy and rights, please go to the following link:** [Student Life Handbook](#)

Sexual Misconduct

California Lutheran University does not tolerate any degree of sexual misconduct on or off-campus. We encourage you to report if you know of, or have been the victim of, sexual harassment, misconduct, and/or assault. If you report this to a faculty member, she or he must notify Cal Lutheran's Title IX Coordinator about the basic facts of the incident. More information about your options for reporting can be found at: <http://www.callutheran.edu/title-ix/>

Pearson Library

Pearson Library provides access to scholarly books, journals, ebooks, and databases of full text articles from scholarly journals. To begin using these materials, visit the library web page <http://www.callutheran.edu/library>

There are many ways to contact Pearson Library for research assistance, no matter where you are!

- Email Yvonne Wilber (Professionals liaison) at ywilber@callutheran.edu
- General Library email: CLUlibrary@callutheran.edu
- Library main phone: 805.493.3250
- Text us your question: 805.493.3867
- Get more help at: <http://www.callutheran.edu/library/help/>

CLU Writing Center

The Writing Center provides 1:1 writing consultations, in-person and online, with trained undergraduate and graduate writing consultants. We welcome all writing-related projects at any stage of the writing process across the diverse disciplines of study at CLU. The Writing Center also hosts writing workshops, provides in-class visits, facilitates writing groups, and offers a writer's studio option for longer, sustained projects. Services suit writers of all levels, including traditional undergraduates, graduate students from all fields, all English language learners, and accomplished scholars alike. All members of the CLU community with an @callutheran.edu email address are welcome to make use of our services. For more information, please visit at www.callutheran.edu/writing_center or call 805-493-3257. Please schedule appointments online through MyCLU Blackboard with the yellow "The Writing Center" icon in "Tools," or stop by The Writing Center itself, located in the Darling Collaboration Suite of Pearson Library.

Veterans Resources

If you are a veteran, military member, or a family member of a veteran or military member, please refer to Cal Lutheran's Veterans Resources webpage for important information: <http://www.callutheran.edu/veterans/> Also, if you are a veteran receiving benefits and you are struggling in a class, you most likely qualify for free tutoring. Please contact the Veterans Coordinator, Jenn Zimmerman, veterans@callutheran.edu or 805.493.3648, for more information.

Help Desk

Students may contact the Help Desk about telephone, network, wireless network, software questions password problems, hardware problems, and general consultation (i.e. you cannot log into your MyCLU portal, or you are having problems with Blackboard). Please email specific details about your problems to helpdesk@callutheran.edu, click on the following link for more information http://www.callutheran.edu/iss/technology_services/helpdesk.php or call: 805.493.3698

Final Note

This syllabus is subject to change. Every effort will be made to alert students to changes that occur in a timely manner.

Academic Calendar