MANAGING PEOPLE IN ORGANIZATIONS | GBUS 817 University of Regina
Fall 2020
Kenneth Levene Graduate School of Business

INSTRUCTOR DETAILS
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INSTRUCTOR DETAILS
Office Location: NA
Office Hours: By appointment

CLASS DETAILS
Class Dates: Tues, Sept. 8th to Dec 8th
Class Times: 7:00pm – 10:00pm
Class Location: Zoom

COURSE DESCRIPTION
This course is a broad introduction to the managing of individuals and groups in organizations. Some specific topics that will be covered include teamwork, building teams, motivation, conflict management, empowering people and managing power. Throughout the course, a combination of case studies and lectures will focus on effective management-based methods involving adaptation to varying managerial type situations while also touching on the science, evidence-based, data-driven approach to managing behavior in the workplace.

LEARNING OBJECTIVES AND OUTCOMES
By the end of the course, students will:
• Make more effective, thoughtful, decisions
• Be able to more effectively self-regulate oneself and manage others
• Understand that experience and self-knowledge combined with an evidence-based approach play a roll in effective management
• Understand that a good manager operates different in different situations

COURSE EXPECTATIONS
This course will involve lectures, group activities, documentary films, and substantial amounts of discussion. Consequently, regular attendance in class and active participation in classroom activities are required (as evidenced by the not-insubstantial participation grade). Students are expected to prepare in advance for class and be able to participate in class discussions by having completed the requisite readings ahead of time.

COURSE MATERIALS

Online resources: UR Courses will be extensively used for class updates, lecture slide posting, supplementary materials, mark posting, and electronic submissions of assignments.
COURSE ASSESSMENT SUMMARY

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Textbook Reading Summaries</td>
<td>15%</td>
<td>TBD</td>
</tr>
<tr>
<td>Case Studies</td>
<td>20%</td>
<td>TBD</td>
</tr>
<tr>
<td>Group Case Presentations</td>
<td>20%</td>
<td>TBD</td>
</tr>
<tr>
<td>Final Examination</td>
<td>30%</td>
<td>TBD</td>
</tr>
<tr>
<td>Participation</td>
<td>15%</td>
<td>TBD</td>
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For a description of the grading system, consult the Faculty of Graduate Studies and Research link here: https://www.uregina.ca/gradstudies/current-students/grad-calendar/grading-system.html#gradingsystem

DESCRIPTION OF ASSESSMENTS

Textbook Reading Summaries | Students will complete brief (max 250 words each, inclusive of all text) summaries of the key “take-home messages” for each lecture/reading (10 total) in the course. Each will be marked on a pass/fail basis and you will receive these grades before the class begins. These reading summaries can be in point form.

Case Studies | Eight case studies will be assigned on each of core topics covered. More information will be posted on UR courses.

Group Case Presentations | A case will be assigned to a group of four students and that group will need to present to the class their analysis of the case. Groups will be assigned at the beginning of the term and cases will assigned by mid-term. Presentations will be required during the last 3 classes of the term. More details will be available on UR courses.

Case Final | The case final examination will consist of one case with maximum of 1500 words (inclusive of all text). You will have 48 hours to complete the case once assigned. You will need to utilize the themes we have gone over during the course of the term. To get top marks in this final you will need to be thorough and demonstrate a clear understanding of the topics we have discussed. You are the "management consultant" in this case and you need to chart a path for success.

ACADEMIC REGULATIONS

Grading | Marks will be posted on UR Courses as quickly as possible. If you want more detailed feedback on any specific submission, please make sure to email me directly to make an appointment. If you feel you have been marked unfairly on any evaluations, I am willing to re-mark, but subject to three key conditions. First, I will only entertain grade changes at the end of the semester, not during. Second, you will need to provide a detailed written rationale of why you feel you were marked unfairly. Third, to ensure consistency, all your evaluations will be re-marked. Random error dictates that mark adjustments will occur in both favorable and unfavorable directions (and these things usually balance out!).
**Contacting the Instructor** | I am always happy to meet with students! Please email me to make an appointment. I also am happy to respond to email questions regarding the content or the evaluations. I usually response to student emails within 24-48 hours during the working week. However, please note that I do not (usually) respond to emails on evenings or weekends.

**Missed or Delayed Evaluations** | Any evaluations will be deducted 10% for every day they are late. Please note that all submission links will be available from the beginning of the semester – if you know you will be busy or unable to submit an assignment due to extenuating circumstances, please make sure to submit ahead of the deadline!

Extensions or requests for changes by students to final exams and assignments due dates will require the student to complete a formal request for deferral. The student completes the request, consults with the instructor who must sign the form, and the instructor then submits the form (and any supporting documentation provided by the student) to Faculty of Graduate Studies and Research (FGSR). The decision (approved or denied deferral) is made by FGSR and is usually only approved if there are extenuating circumstances (e.g., illness, death, etc.) The decision is sent by mail to the student and it is the student’s responsibility to ensure the deferred requirements are met within the outlined time frame. It is also the student’s responsibility to follow-up with FGSR if they do not receive a response from FGSR on their submitted request. Requests for deferral received more than two (2) weeks after the final day of the examination period will be denied. The deferral form can be found on the FGSR website at: https://www.uregina.ca/gradstudies/forms.html

**STUDENT RESOURCES**

**Accessibility Services** | If there is any learner who, because of a disability or other consideration, may have a need for accommodation(s), please contact the Centre for Student Accessibility before or at the start of the course https://www.uregina.ca/student/accessibility/ . The Centre will advise how you proceed and the required communication with your instructor.

**Counseling Services** | If any learner is experiencing personal problems which may be affecting their studies, please consider consulting UofR Consulting Services. For more information check here https://www.uregina.ca/student/counselling/services/index.html

**Writing Assistance** | The Student Success Centre (www.uregina.ca/ssc) offers both on-line resources and in- person tutoring on writing skills.