

**MGTR5304 – Seminar in Management  
Fall 2022 – Web Only  
Course Syllabus**

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<b>Instructor:</b>	Thomas Matula
<b>Office Hours:</b>	Monday & Tuesday, 2:00 PM to 6:00 PM
<b>Office Location:</b>	A108 Uvalde Campus
<b>Telephone:</b>	830.407.9178
<b>Email Address:</b>	<a href="mailto:Thomas.Matula@sulross.edu">Thomas.Matula@sulross.edu</a>
<b>Class Schedule:</b>	Online
<b>Classroom Location:</b>	Online
<b>Required Texts:</b>	<ol style="list-style-type: none"><li>1. <i>“Principles of Management”</i> by OpenStax (editor), XanEdu Publishing Inc. 1<sup>st</sup> Ed. ISBN-13: 978-1593998769</li><li>2. <i>“HBR’s 10 Must Reads for New Managers”</i> by Harvard Business Review, Harvard Business Review Press, 1<sup>st</sup> Ed. SBN-13: 978-1633693029</li></ol>

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**Official Communication:**

All official communication by the University or me will be sent to your Sul Ross email account. As a result, you are required to activate your email account and check it from to time to time for personal communication. I encourage you to email me if you have questions or comments, BUT PLEASE include your full name and the course for which you have questions. Even if you submit your email through the Blackboard site, I cannot tell which course you are in nor what your real name is (i.e., egar123) unless you put it in the body of your email.

## Course Requirements and Grading

Requirement	Points Possible	Grading Scale
Weekly Discussion Posts – Due Weekly	450 points	Entire Course A = 895-1000 B = 795-894 C = 695-794 D = 595-694 F = < 595
Assignment 1 – Due Sept. 19, 2021.	100 points	
Midterm Essay Exam – Due Oct. 17, 2021.	100 points	
Assignment 2 – Due Oct. 31, 2021.	100 points	
Assignment 3 – Due Nov. 21, 2021.	100 points	
Final Essay Exam – Due Dec. 7, 2021.	150 points	
<b>Possible Points</b>	<b>1000 points</b>	

## Course Assignments

Weekly Discussion Posts: Students are expected to take part in the weekly discussion threads

Assignment 1: Students will submit a 4-6 page written assignment.

Midterm Essay Exam: Students will provide a written respond to the questions on a take-home essay exam

Assignment 2: Students will submit a 4-6 page written assignment.

Assignment 3: Students will submit a 4-6 page written assignment.

Final Essay Exam: Students will provide a written respond to the questions on a take-home essay exam

## Technology Help:

Obtain your RGC email account name and password directly from the **Central Help Desk at 1-888-837-2882**. For most technology problems, first go to the Lobo Technology Assistance Center (LTAC). The quick link to this site is available from our home page under the “My SRSU” tab. For specific help with any aspect of Blackboard, including problems with online exams, contact our Blackboard administrators in Alpine. **BLACKBOARD HELP: 432-837-8489**

## SRSU Distance Education Statement:

Students enrolled in distance education courses have equal access to the university's academic support services, such as library resources, online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website. Directions for filing a student complaint are located in the student handbook

**SRSU Alpine Disability Services:** SRSU Disability Services. Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. Students seeking accessibility/accommodations services must contact Rebecca Greathouse Wren, LPC-S, SRSU's Accessibility Services Coordinator at 432-837-8203 (please leave a message and we'll get back to you as soon as we can during working hours), or email [rebecca.wren@sulross.edu](mailto:rebecca.wren@sulross.edu). Our office is located on the first floor of Ferguson Hall (Suite 112), and our mailing address is P.O. Box C-122, SUI Ross State University, Alpine. Texas, 79832.

**SRSU RGC Disability Services:** SRSU Disability Services. Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. RGC students seeking accessibility services should contact Paulette Harris, Executive Assistant to the Vice President and Dean, at 830-279-3023 or email [pharris@sulross.edu](mailto:pharris@sulross.edu). Ms. Harris's office is at 2623 Garner Field Road, Uvalde, TX 78801 (this is the mailing address, too).

#### **Libraries:**

The Bryan Wildenthal Memorial Library in Alpine.

Offers FREE resources and services to the entire SRSU community. Access and borrow books, articles, and more by visiting the library's website, [library.sulross.edu](http://library.sulross.edu). Off-campus access requires logging in with your LoboID and password. Librarians are a tremendous resource for your coursework and can be reached in person, by email ([srsulibrary@sulross.edu](mailto:srsulibrary@sulross.edu)), or phone (432-837-8123).

The Southwest Texas Junior College (SWTJC) Libraries at Uvalde, Del Rio, and Eagle Pass. Offer additional access to library spaces and resources. Del Rio, Eagle Pass, and Uvalde students may also use online resources available through SWTJC website, [library.swtjc.edu](http://library.swtjc.edu). The SWTJC Libraries serve as pick-up locations for InterLibrary Loan (ILL) and Document Delivery from the Alpine campus.

**Academic Integrity:** Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. A scholar is expected to be punctual, prepared, and focused; meaningful and pertinent participation is appreciated. Examples of academic dishonesty include but are not limited to: Turning in work as original that was used in whole or part for another course and/or professor; turning in another person's work as one's own; copying from professional works or internet sites without citation; collaborating on a course assignment, examination, or quiz when collaboration is forbidden.

**Classroom Climate of Respect:** Importantly, this class will foster free expression, critical investigation, and the open discussion of ideas. This means that all of us must help create and sustain an atmosphere of tolerance, civility, and respect for the viewpoints of others. Similarly, we must all learn how to probe, oppose and disagree without resorting to tactics of intimidation, harassment, or personal attack. No one is entitled to harass, belittle, or discriminate against another on the basis of race, religion, ethnicity, age, gender, national origin, or sexual preference. Still we will not be silenced by the difficulty of fruitfully discussing politically sensitive issues.

**Diversity Statement:** "I aim to create a learning environment for my students that supports a diversity of thoughts, perspectives and experiences, and honors your identities (including race, gender, class, sexuality, religion, ability, socioeconomic class, age, nationality, etc.). I also understand that the crisis of COVID, economic disparity, and health concerns, or even unexpected life events could impact the conditions necessary for you to succeed. My commitment is to be there for you and help you meet the learning objectives of this course. I do this to demonstrate my commitment to you and to the mission of Sul Ross State University to create an inclusive environment and care for the whole student as part of the Sul Ross Familia. If you feel like your performance in the class is being impacted by your experiences outside of class, please don't hesitate to come and talk with me. I want to be a resource for you."

**Course Learning Objectives:**

1. Develop a general management orientation; being able to analyze broad, organization-wide problems from the perspective of management  
*Assessment: Written assignments, exams and class discussion.*
2. Describe how the forces in the external environment have an influence on management practices.  
*Assessment: Written assignments, exams and class discussion.*
3. Describe how managers build a strong organization culture and provide leadership.  
*Assessment: Written assignments, exams and class discussion.*
4. Recognize the interdependence of attracting, developing, and retaining human capital. Understand the vital role of technology in leveraging knowledge and human capital.  
*Assessment: Written assignments, exams and class discussion.*

**Student Learning Outcomes for the MBA Degree:**

1. Students will analyze and solve complex business problems across major business functions, using advanced business practices and strategies
2. Students will communicate in-depth business information through written delivery processes
3. Students will identify and demonstrate advanced understanding of the impact of ethical and/or social responsibility issues as they affect domestic and/or global business environments

**Marketable Skills for the MBA Degree:**

**Marketable Skill 1:** Students will understand the functions of the business enterprise in the general economy.

**Marketable Skill 2:** Students will have the skills needed to effectively lead a business.

**Marketable Skill 3:** Students will be able to craft effective business strategies for both existing businesses and new businesses.

**Marketable Skill 4:** Students will be able to make effective oral presentations to both professional and general audiences.

**Copyright Notice:**

All lectures and course materials, including power point presentations, tests, outlines, and similar materials, are protected by copyright. I am the exclusive owner of copyright in those materials I create. You may take notes and make copies of course materials for your own use. You may not and may not allow others to reproduce or distribute lecture notes and course materials publicly whether or not a fee is charged without my express written consent. Similarly, you own copyright in your original papers and exam essays. If I am interested in posting your answers or papers on the course web site, I will ask for your written permission. ©2021 Thomas L. Matula

## Schedule for MGTR5304 – Fall 2022

Week	Topic	Readings
Aug. 22	The Role of Management	PrinMgt Chapters 1 & 2
Aug. 29	History and Development of the Management Profession	PrinMgt Chapters 3 & 4
Sept. 5	Management Ethics	PrinMgt Chapter 5
Sept. 12	Global Management Challenges <b>Assignment 1 due Sunday, Sept. 18, 2022</b>	PrinMgt Chapter 6
Sept. 19	Human Resource Management	PrinMgt Chapter 11 & 12
Sept. 26	Leading Organizations	PrinMgt Chapters 13, 16 & 17
Oct. 3	Entrepreneurship and Technology Innovation	PrinMgt Chapters 7, 10, & 18
Oct. 10	<b>Midterm Exam due Sunday Oct. 16, 2022 (Available Oct. 7, 2022)</b>	None
Oct. 17	Managing Remote Workers	Articles Posted in BB
Oct. 24	Leading Remote Workers <b>Assignment 2 due Sunday, Oct. 30, 2022</b>	Articles Posted in BB
Oct. 31	Article 1: <i>Becoming the Boss</i> by Linda A. Hill Article 2: <i>Leading the Team You Inherit</i> by Michael D. Watkins	HBR Article 1 HBR Article 2
Nov. 7	Article 3: <i>Saving Your Rookie Managers from Themselves</i> by Carol A. Walker Article 4: <i>Managing the High Intensity Workplace</i> by Erin Reid and Lakshmi Ramarajan	HBR Article 3 HBR Article 4
Nov. 14	Article 6: <i>What Makes a Leader</i> by Daniel Goleman Article 11: <i>How Managers Become Leaders</i> by Michael D. Watkins	HBR Article 7 HBR Article 11
Nov. 21	Article 5: <i>Harnessing the Science of Persuasion</i> by Robert B. Cialdini Article 9: <i>How Leaders Create and Use Networks</i> by Herminia Ibarra and Mark Lee Hunter <b>Assignment 3 due Sunday, Nov. 27, 2022</b>	HBR Article 5 HBR Article 9
Nov. 28	Article 7: <i>The Authenticity Paradox</i> by Herminia Ibarra Article 8: <i>Managing Your Boss</i> by John J. Gabarro and John P. Kotter	HBR Article 7 HBR Article 8
Dec 5	<b>Final Exam Due Tuesday, December 6, 2022 (Available Nov. 28, 2022)</b>	None