

MIDSTATE COLLEGE
411 W. NORTHMOOR RD. PEORIA, IL 61614
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SUMMER 2014

Course: MGT 405 Managing Change in the Modern Workplace

Credit: 4 Quarter Hours

Method of Delivery: Classroom

Course Description: The principles and techniques to manage and create change in both the service and manufacturing sector are developed in this course. Topics include managing diversity; the political-legal, economic, and technological environments; innovation process; and promotion of entrepreneurship. The student will examine both the techniques used to handle resistance to change and techniques used to grow with change.

Prerequisite: CIS 114 Computer Usage and Software & BUS 204 Principles of Management

Text(s) & Manual(s): Beyond Performance: How Great Organizations Build Ultimate Competitive Advantage

Author(s): Scott Keller & Colin Price

Publisher: John Wiley & Sons

Materials Needed for this Course:

Additional Supplies: n/a

Hardware/Software and Equipment: access to a computer and internet

Topics:

- Performance and health within a modern organization
- Measuring performance and health within a modern organization
- Assessing the need and readiness for change
- The journey of change
- Continuous quality improvement
- Creating effective teams and applying the right level of challenge and support

Learning Objectives: Upon completion of this course, the student will be able to:

- Assess and critique performance and health within a modern organization by applying the five frames of performance and health
- Measure and examine the performance and health within a modern organization using results from the five frames model
- Apply self-discovery to assist with the process of continuous quality improvement
- Assess and conclude the necessary steps needed to ready a modern organization for change by studying the nine elements of organizational health
- Invent effective teams while discussing and applying the appropriate level of challenge and support
- Discuss and critique the journey of change for a modern organization using real life examples

Midstate Grading Scale:

90 - 100 A
80 - 89 B
70 - 79 C
60 - 69 D
0 - 59 F

Midstate Plagiarism Policy:

Plagiarism is using another person's words, either by paraphrase or direct quotation, without giving credit to the author(s). Plagiarism can also consist of cutting and pasting material from electronic sources by submitting all or a portion of work for assignment credit. This includes papers, computer programs, music, sculptures, paintings, photographs, etc. authored by another person without explicitly citing the original source(s). These actions violate the trust and honesty expected in academic work. Plagiarism is strictly against the academic policy of Midstate College. Its seriousness requires a measured, forceful response which includes consequences for inappropriate and/or no citation.

In courses containing writing assignments, the College promotes the use of an electronic resource which compares the student's writing against previously submitted papers, journals, periodicals, books, and web pages. Students and instructors can use this service to reduce the incidence of plagiarism. This electronic resource has been found to conform to legal requirements for fair use and student confidentiality. It is able to provide a report to the student indicating the parts of the assignment that match.

Student Success:

The Office of Student Success is available to students seeking tutoring for individual classes or who need assistance with writing assignments. Information is also available on test taking techniques, how to take notes, developing good study skills, etc. Contact Chris Peck in Room 502 (in person); (309) 692-4092, extension 5023 (phone); dcpeck@midstate.edu (email).

Instructor: Brian Young
Room: 232 Telephone: (309) 692-4092
Fax: (309) 692-3893
Midstate e-mail: bjyoung@midstate.edu
Office hours: Tuesdays 9-10 A.M.

Policies and Procedures:

Attendance is very important in this class. If you cannot attend class, please call or email the instructor.

Participation Requirements:

Get involved. Your success, enjoyment, and learning in this course are closely related to how you engage the material being presented.

Examination Information: A midterm and a final, each is worth 25% of grade.

Methods of Evaluating Student Performance:

Projects	25%
Attendance and Assignments	25%
Midterm	25%
Final	25%

Instructor's Grading Scale:

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

Week by Week

Week 1:

Topics: Introduction of course and introduction of instructor

Objectives: Discuss and critique the journey of change for a modern organization using real life examples

Assignments: Read chapter 1

Week 2:

Topics: Assessing the need and readiness for change

Objectives: Discuss and critique the journey of change for a modern organization using real life examples

Assignments: Prepare 5 study questions to be presented to class next week; read chapter 2

Week 3:

Topics: Measuring performance and health within a modern organization

Objectives: Apply self-discovery to assist with the process of continuous quality improvement

Assignments: Research project to be announced; read chapter 3

Week 4

Topics: Assessing the need and readiness for change

Objectives: Apply self-discovery to assist with the process of continuous quality improvement

Assignments: Team exercise to be announced; read chapter 4

Week 5:

Topics: The journey of change

Objectives: Discuss and critique the journey of change for a modern organization using real life examples

Assignments: Prepare for midterm

Week 6: Midterm Examination; read chapter 5

Week 7

Topics: Continuous quality improvement

Objectives: Assess and critique performance and health within a modern organization by applying the five frames of performance and health

Assignments: Prepare 5 study questions to present to class; read chapter 6

Week 8:

Topics: Continuous quality improvement

Objectives: Assess and conclude the necessary steps needed to ready a modern organization for change by studying the nine elements of organizational health

Assignments: Research assignment; read chapter 7

Week 9:

Topics: Creating effective teams and applying the right level of challenge and support

Objectives: Assess and conclude the necessary steps needed to ready a modern organization for change by studying the nine elements of organizational health

Assignments: Team assignment; read chapter 8

Week 10:

Topics: Continuous quality improvement

Objectives: Apply self-discovery to assist with the process of continuous quality improvement

Assignments: Prepare study questions for next class discussion

Week 11:

Topics: The journey of change

Objectives: Discuss and critique the journey of change for a modern organization using real life examples

Assignments: Prepare for final examination

Week 12: Final examination