



**MIDWESTERN  
STATE UNIVERSITY**

A Member of the Texas Tech University System

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## **Course Syllabus: Organizational Behavior**

### **Dillard College of Business MGMT 3013, Section X30 Online Summer Semester 2026**

#### **Contact Information**

Instructor: Niyati Kataria, Ph.D.

Office: 204

Office hours: No office hours in person over the summer. Will meet over Zoom with an appointment. Email for availability.

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#### **Course Description**

Organizational behavior (OB) is an interdisciplinary field. It imports, integrates, and expands upon theory and research from areas such as psychology, sociology, economics, political science, anthropology, and communication. It places an emphasis on putting what we have learned from these fields into the context of the workplace. So, it is an “applied social science.” You could also say that OB focuses on the human element of organizations – as opposed to elements such as finance, marketing, operations, etc.

OB focuses on three main levels of analysis – the individual, the group, and the organization – and the course is designed around these accordingly. We will cover numerous topics that are of current interest in the OB field and in the managerial.

#### **Textbook & Instructional Materials**

*Neck, C. P., Houghton, J. D., & Murray, E. L. (2023). Organizational behavior: A skill-building approach. Sage Publications. ISBN 1071854429 (required)*

Course site: Lecture slides are available to download off the web at our class web page on D2L. I suggest you print out the slides and watch the lecture. This will enable you to take good, quality notes, and better understand the material.

#### **Study Hours and Tutoring Assistance**

Please make an appointment to see me via Zoom if you need occasional tutoring assistance.

## Learning Goals

- Students will have an understanding of the influence of global and multicultural issues on business activities
- Students will demonstrate ethical reasoning skills within a business environment.
- Problem Solving and Decision-Making Abilities Through Critical Analysis, Evaluation, and Interpretation of Business Information

## Student Handbook

Refer to: [Student Handbook](#)

## Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

## Moffett Library

Moffett Library provides resources and services to support students' studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

## Grading

Many different tools are used to test your degree of success in achieving the different learning goals. Here is the breakdown of points in this class.

Table 1: Points allocated to each assignment

Assignments	Points
Quizzes (15 at 10 pts each)	150
Exam 1 (based on 6 chapters)	120
Exam 2 (based on 5 chapters)	100
Exam 3 based on 4 chapters)	80
Total Points	450

Table 2: Total points for final grade.

Grade	Points
A	450-405
B	404-360
C	359-315
D	314-270
F	Less than 270

### Quizzes

A quiz will be given for each chapter covered. Questions will be multiple choice, true and false and some short answer questions or fill in the blanks. Quizzes will be available to take online based on dates in the syllabus. In each quiz, students are to answer 10 questions in 20 minutes. There is one point per correct answer. **Quizzes are available for several days and students are strongly advised to not wait till the last available day to take the quizzes.** Quizzes altogether represent 33.33% of the grade. Dates quizzes open and close will appear on the Course Schedule. Retakes will only be allowed with University-approved paperwork (see late work section).

### Exams

There will be 3 non-cumulative online exams that will be based on multiple-choice questions (2 points each). Exam 1 (based on 6 chapters) will have 60 questions, Exam 2 (based on 5 chapters) will have 50 questions and Exam 3 (based on 4 chapters) will have 40 questions. Some of these questions may be on examples, cases or video clips that were discussed/shown in the video lectures posted. Students are given 120 minutes for exam 1, 100 minutes for Exam 2, and 80 minutes for Exam 3. Exam time starts from when they first start the exam on D2L. Exams close at 11:59PM that days so students need to start the exam at least 2 hours ahead of the closing time for exam grade to be counted. Exam days will appear on the Course Schedule. Retakes will only be allowed with University-approved paperwork (see late work section).

### Final Exam

Final exam (exam 3) date is listed on the course schedule and will follow the format of the previous two exams. All exams are non-cumulative. Exam 1 is based on chapters 1, 3, 4, 5, 6 and 7. Exam 2 is based on chapters 8, 9, 10, 11 and 12 and Exam 3 is based on chapters 13, 14, 15 and 16.

### Extra Credit

If any extra credit opportunities become available during the semester, these will be announced in class by a post in the News section and an email to students. Usually there are no extra credit opportunities in this class.

## **Late Work**

Students, please note: unless you have a **university-approved reason**, I will not accept any late submissions. To have your reason for late work or missing class receive university approval, please submit all your evidence (e.g., doctor's notes, etc.) to the ***Student Rights and Responsibilities office*** using the Absence Letter Request Form (found at this link: [Absence Letter Request Form](#)). If the Student Rights and Responsibilities office accepts the evidence you have provided, they will email all your professors requesting that we work with you. Without this email, I am unable to assist you if you miss assignments or class due to being sick, someone passing, or an injury/accident.

## **Make Up Work/Tests**

Unless you have a university-approved reason, I will not be able to reset any quizzes or exams for you. To have your reason for missing the quiz or exam receive university approval, please submit all your evidence (e.g., doctor's notes, etc.) to the ***Student Rights and Responsibilities office*** using the Absence Letter Request Form (found at this link: [Absence Letter Request Form](#)). If the Student Rights and Responsibilities office accepts the evidence you have provided, they will email all your professors requesting that we work with you.

## **Important Dates**

- Last day for term schedule changes: June 1 2026
- Last Day to drop with a grade of "W": June 17, 2026
- Refer to: [Drops, Withdrawals & Void](#)

## **Desire-to-Learn (D2L)**

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

## **Attendance**

Students are expected to "attend" class by watching all posted lecture videos. D2L viewing statistics show me who has accessed and watched the videos. PLEASE NOTE: If a student attempts to take quizzes or exams without having watched the videos prior to the attempt, their quiz or exam score could be halved.

## **Online Computer Requirements**

Taking this class requires the student to have access to a computer (with Internet access) to complete all deliverables in this class. It is the student's responsibility to have (or have access to) a working computer. ***Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.*** Computers are available on campus in various areas of the buildings, as well as the Academic Success Center. Students, please note: **Your computer being down is not an excuse for missing a deadline!** Our classes' online

quizzes and exams can be accessed from any computer in the world that is connected to the internet. Contact your instructor **immediately** upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

### **Instructor Class Policies**

I prefer to treat my students as responsible adults who have made an active choice to be where they are. Since the choice is yours, I expect that you will not only be attentive to the course material posted but also use the available resources, such as other students' presentations and lecture-discussions to your advantage to get the most out of this class. I expect that you will watch any videos posted on D2L to prepare for quizzes and exams, in addition to reading the assigned textbook chapters for that test.

An environment of respect is important to me, and I expect that you will respect both the other students and me in the class. No comments will be tolerated that are rude, demeaning, slanderous, prejudicial, or offensive on email, in person, or during class discussion posts. I reserve the right to significantly lower the grade of a person who takes away from a positive and constructive classroom environment. In some cases, I might even remove this person from the class completely.

If there are university-recognized reasons why you will not be able to attend class or complete any assignments on time, I expect that you will discuss the same with me in advance and not after the due date/missed class. Email is the best way to reach me. I check my email on my phone, so I am very accessible through email.

My personal philosophy revolves around fairness, so please know that I will put only as much effort into the development of a student and a class as I get from them.

### **Services for Students with Disabilities**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make an application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### **College Policies**

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

### Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

### Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

### Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

### Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled "Run. Hide. Fight." which may be electronically accessed via the University police department's webpage: ["Run. Hide. Fight."](#)

### Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

### Course Schedule:

\*Notice: Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Day	Activities/Assignments/Exams	Due Date
June 1	Syllabus and Chapter 1	Quiz 1 becomes available and closes the day Exam 1 closes.

Day	Activities/Assignments/Exams	Due Date
June 2	Chapter 3	Quiz 3 becomes available and closes the day Exam 1 closes.
June 3	Chapter 4	Quiz 4 becomes available and closes the day Exam 1 closes.
June 4	Chapter 5	Quiz 5 becomes available and closes the day Exam 1 closes.
June 8	Chapter 6	Quiz 6 becomes available and closes the day Exam 1 closes.
June 9	Chapter 7	Quiz 7 becomes available and closes the day Exam 1 closes.
June 12	Exam 1 (Online. No class). Also last day to complete Online Quizzes 1,3,4, 5, 6 and 7.	Exam 1 opens at 12 AM on this day and closes at 11:59 PM. All associated quizzes also close on this day at 11:59PM.
June 15	Chapter 8	Quiz 8 becomes available and closes the day Exam 2 closes.
June 16	Chapter 9	Quiz 9 becomes available and closes the day Exam 2 closes.
June 17	Chapter 10	Quiz 10 becomes available and closes the day Exam 2 closes.

Day	Activities/Assignments/Exams	Due Date
June 18	Chapter 11	Quiz 11 becomes available and closes the day Exam 2 closes.
June 19	Chapter 12	Quiz 12 becomes available and closes the day Exam 2 closes.
June 23	Exam 2	Exam 2 opens at 12 AM on this day and closes at 11:59 PM. All associated quizzes also close on this day at 11:59PM.
June 24	Chapter 13	Quiz 13 becomes available and closes the day Exam 3 closes.
June 25	Chapter 14	Quiz 14 becomes available and closes the day Exam 3 closes.
June 26	Chapter 15	Quiz 15 becomes available and closes the day Exam 3 closes.
June 29	Chapter 16	Quiz 16 becomes available and closes the day Exam 3 closes.
July 2	Exam 3	Exam 3 opens at 12 AM on this day and closes at 11:59 PM. All associated quizzes also close on this day at 11:59PM.