

**DEPARTMENT OF MANAGEMENT
COLLEGE OF BUSINESS
ILLINOIS STATE UNIVERSITY
Fall 2026**

Mission, Vision, Core Values, Strategic Goals and Action Steps

Mission: Through our shared commitment to excellence in teaching, research, and service, we prepare students to be skilled and ethical business professionals who will make significant positive contributions to organizations, to communities, and to our larger society.

Vision: The first choice for business education in Illinois

Core Values:

- We value excellence in instruction and enhanced student learning. The College of Business supports the Illinois State University tradition of excellence in teaching. We attempt to provide a holistic approach to learning, relying on excellent classroom teaching but reaching beyond to provide mechanisms for students to engage faculty, industry and each other through experiential learning and individualized attention.
- We value a dedication to knowledge creation. Intellectual contributions and the intellectual discipline required of high quality scholarship are directly related to excellence in the classroom and in our service activities. Most of the efforts of the faculty will fall in the area of discipline-based scholarship as currently defined, but we also value intellectual contributions in the areas of interdisciplinary research, learning and pedagogy, and contributions to practice.
- We value a commitment to citizenship in and service to our institution, state, and nation. Our commitment to a dynamic global business environment demands that we take an active role, both as individuals and as a college of business, in the institutional and public processes related to our disciplines.
- We value a culture of shared governance. We operate in an environment of shared governance and we commit ourselves to an active role in campus shared governance processes.
- We value balanced excellence in the classroom, in research and intellectual contributions, and in service to our institution, our disciplines, and to the local, state, national and international communities.
- We value high ethical standards, as embodied in our Standards of Professional Behavior and Ethical Standards. As a community of scholars and business professionals, we strive to embody the characteristics of responsibility, honesty, trust, respect, and fairness in our professional and personal lives.

Linking the Mission, Vision, Core Values, Strategic Goals and Action Steps

Our mission is who we are, who we serve, and why we exist. We strive to achieve our vision. Our core values are the foundation for determining our strategic goals. Our action steps are measurable and help track progress toward our strategic goals.

COURSE INFORMATION

Course Number & Title:

MGT 220 – Business Organization and Management

Prerequisites

ECO 101 or ECO 103 or ECO 105; JR Standing

Credit Hours

3 semester hours

Time and Location

Tuesday and Thursday 9:35 AM – 10:50 AM SFHB 131

INSTRUCTOR INFORMATION

Instructor	Renee Allison
Office Location	SFHB 115
Office Hours	Tuesday 8:30 AM to 9:30 AM and 11:30 AM to 12:30 PM
Phone	309-438-2687
E-Mail	rawatso3@ilstu.edu

Online using Zoom: <https://illinoisstate.zoom.us/j/4077909740>

Send an email to make an appointment

RESOURCES/MATERIALS**Textbook(s)**

Robbins, Coulter, Long. Management, 16th edition: Pearson 2025.

EText Required. Access card ISBN: 13: 9780138090647. MyLab access is required.

COURSE DESCRIPTION

Organization theories and the role of managers as leaders. Planning and control systems, decision-making, and human considerations.

COURSE COMPETENCIES

Upon successful completion of the course, students should be able to:

1. Identify key aspects of the structure and the processes of organizations.
2. Recognize and discuss managerial functions and roles in some depth, including planning, organizing, leading, and controlling functions.
3. Express some reasonable guidelines for managerial actions in a variety of situations, along with identifying key managerial skills.
4. Describe major activities of business organizations, including communication, change management, decisions-making, and human resource management functions.
5. Demonstrate an understanding of the impact of current business issues, such as ethics, diversity, corporate culture, international management, and teamwork.
6. Discuss and evaluate current leadership and motivational concepts.

COURSE REQUIREMENTS**MY LAB® ACTIVITIES:**

We will be using a software learning system called My Management Lab for this course. It includes chapter quizzes, experiential activities, video cases, critical thinking simulations, and skill-building exercises for every chapter.

All MyLab assignments are tracked in a separate gradebook within the program. At the end of the semester, your overall percentage from **MyLab will make up 30% of your total course grade**. This percentage will be entered into the Canvas gradebook.

COURSE LEARNING ACTIVITIES/ CLASS PARTICIPATION:

Course Learning Activities and Class Participation account for **20% of your final course grade**. These points are earned only through participation in classroom activities, discussions, team exercises, and other in-class learning experiences.

Attendance is not mandatory; however, Course Learning Activities and Class Participation points (20% of your final grade) can only be earned by attending class and participating in the scheduled in-class activities.

PERSONAL INVENTORY ASSESSMENT (PIA) PROJECT:

A series of personal self-assessments will be made available and completed by students during the semester. These assessments provide feedback on various management styles and practices. Students will evaluate their managerial personality and determine what type of manager they are (or might be) based on their assessment feedback. A final report summarizing their feedback and reactions will be submitted near the end of the course. **This category is 20% of the final grade.**

EXAMS:

There will be three (3) exams covering only textbook concepts. These exams are multiple choice. Together, these three exams total to 30% of the final grade.

GRADING POLICIES

Grades will be calculated as follows:

MY MANAGEMENT LAB®	30%
Course Learning Activities/Class Participation	20%
Exams (3)	30%
PIA Project	20%
TOTAL	100%

Grade Percents % (Projected Targets)

From 100.00	Through 90.0	A
89.99	80.0	B
79.99	70.0	C
69.99	60.0	D
59.99	0	F

ADDITIONAL INFORMATION

COURSE POLICIES:

1- ATTENDANCE:

Attendance is not mandatory; however, students are expected to attend every scheduled class.

Because Course Learning Activities/Class Participation comprise 20% of the final course grade, attendance will be recorded periodically throughout the semester. Attendance may be taken at any

point during the semester and may not be announced in advance. Students earn these points by being present and participating in scheduled class activities. Students must be present at the time attendance is recorded to receive credit. **If you arrive after attendance has been taken or leave before attendance is recorded, you will not receive participation points for that class.**

If you miss class, you are responsible for obtaining notes, handouts, announcements, and other course information from a classmate. Missed materials will not be emailed or provided separately.

Since many class activities involve discussion, collaboration, or application exercises, missed participation points generally cannot be made up.

2- LATE WORK POLICIES:

NO EXTENSIONS ARE ALLOWED FOR ANY WORK IN THE COURSE EXCEPT FOR THE FOLLOWING SITUATIONS.

“SPECIAL CIRCUMSTANCES/EXCEPTIONS:” The University sometimes grants special requests for students to be absent for university business or trips. Students may also be required to attend interviews or other job-related activities during class. A student may be totally disabled from doing any school work per a medical authority.

If any of these circumstances are present, the professor will work with students who show adequate documentation in advance of the absence. (For disabling illness, notify the professor immediately via email or phone.) Consult with the professor about these special circumstances at the time they become known. Allowances for these events after they have occurred cannot be accommodated.

3- MISSING AN EXAM:

Students who miss an exam in MY LAB® or one of the Classroom Exams will only be permitted to complete the exam when they present documentation that clearly states they were disabled, incapacitated, or involved in a serious emergency at the time of the exam. (OR SEE ABOVE) Students should not contact the Professor for discussion until this information is available. In every case, the Professor reserves the right to ask for additional information or to contact parties mentioned to verify the situation.

The professor further reserves the right to make a determination on each case based on its own merits. IF a student is allowed to complete the exam late, the highest grade that will be granted is the equivalent of 85%. Students who know in advance they will be absent for an exam must consult with the professor to determine IF the exam can be taken at an alternate time.

4- EXTRA CREDIT/GRADE APPEALS

Extra credit assignments or additional points are not offered to individual students at the end of the semester to increase a final grade.

Throughout the semester I strive to be a fair, reasonable, and understanding instructor by providing students with opportunities to succeed and by working with students who experience legitimate, documented circumstances.

Because fairness applies equally to all students, **requests for extra credit, additional assignments, or point adjustments made at the end of the semester will not be granted. Students are encouraged to**

monitor their progress throughout the semester and seek assistance early rather than waiting until final grades are calculated.

5- **INTEGRITY and PROFESSIONAL CONDUCT:**

Academic integrity and professional conduct are essential to creating a fair, respectful, and trustworthy learning environment. Students are expected to complete their own work and uphold the ethical standards of Illinois State University and the College of Business.

Any suspected violation of the Illinois State University Code of Student Conduct or the College of Business Standards of Professional Behavior and Ethical Conduct will be addressed through the appropriate university procedures. Violations may result in academic penalties, including a reduced grade on the assignment, a failing grade for the assignment or course, and/or referral to the Student Conduct and Conflict Resolution Office and the Dean's Office of the College of Business, depending on the nature and severity of the violation.

Students are prohibited from posting or sharing course materials, assignments, quizzes, exams, or other instructional content that requires individual student work on websites or services such as Chegg, Course Hero, Koofers, or similar platforms. Posting course materials without permission or seeking unauthorized assistance through these services may constitute academic misconduct and may result in disciplinary action.

Students are permitted to use AI to **assist** in completing assignments with proper attribution given in the assignment. The submission must be the original work of student and can only have AI attribution for assistance in completion (e.g. grammar, formatting, etc.). If there is no proper attribution, the student will be charged with an academic dishonesty infraction.

In accordance with the ISU Legal Office the following standard is in place:

Students may not photograph or use audio or video devices to record classroom lectures or discussions or visual materials that accompany them (e.g., lecture slides, whiteboard notes/equations). Students with disabilities who need to record classroom lectures or discussions must contact Student Access and Accommodation Services to register, request, and be approved for an accommodation. Students who violate this policy may be subject to both legal sanctions for violations of copyright law and disciplinary action under the University's Code of Student Conduct.

6- **SYLLABUS CHANGES.** Dates and assignments documented in this syllabus are subject to change at the discretion of the instructor. Every effort will be made to provide any changes to the class in writing. Verbal notification at a class meeting, however, will constitute sufficient notice.

7- **MENTAL HEALTH RESOURCES.** Life at college can get very complicated. Students sometimes feel overwhelmed or lost. Others may experience anxiety or depression, struggle with relationship difficulties, or diminished self-esteem. However, many of these issues can be addressed effectively with a little help. Student Counseling Services (SCS) helps students cope with difficult emotions and life stressors. Student Counseling Services is staffed by experienced, professional psychologists and counselors, who are attuned to the needs of college students. The services are **FREE** and completely confidential. Find out more at Counseling.IllinoisState.edu or by calling (309) 438-3655.

ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Any student needing to arrange a reasonable accommodation for a documented disability and/or medical/mental health condition should contact Student Access and Accommodation Services at 350 Fell Hall, (309) 438-5853, or visit the website at StudentAccess.IllinoisState.edu.