

COURSE SYLLABUS



COURSE TITLE: BUS 261 Organizational Behaviour
CLASS SECTION: Sec 01
TERM: Winter 2025
COURSE CREDITS: 3 credits
DELIVERY METHOD(S): Face to face

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̓SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.
Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME: Michael Pardy
EMAIL: pardym@@camosun.ca
OFFICE: CBA231C
HOURS: Mondays and Wednesdays 1-2 pm or by appointment.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

Conventional approaches to doing business are evolving as organizations are faced with increasing and diverse social, environmental, and economic pressures. Students will examine current issues in sustainability and how they impact short- and long-term operating practices, as well as their impact on organizations in development. Using environmental, social, and governance (ESG) criteria, students will measure organizational commitments to social responsibility. Students will recommend adaptive strategies for improved sustainability in a range of organizational contexts.

Students will apply sustainability concepts through applied projects, case studies, and field trips. Students will connect with local organizations in teams to use systems thinking and innovative approaches to solving sustainability issues. Students will reflect on the impacts of their recommendations on community organizations.

PREREQUISITE(S): C in BUS 150 OR Bachelor's degree

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course, a student will be able to:

- Examine how environmental, social, and economic systems interact in the operation of a successful organization.
- Apply adaptive strategies to address environmental, social, and economic pressures faced by organizations.
- Initiate and develop reciprocal relationships with community stakeholders.

- Develop respectful working relationships with Indigenous and non-Indigenous stakeholders.
- Examine the impact of individual business decisions on the sustainability of the local, national, and global community.
- Evaluate an organization's commitment to social responsibility based on environmental, social, and governance criteria.
- Make recommendations for improvement of the sustainability practices of organizations.

Applied Learning

Students will apply sustainability concepts through applied projects, case studies, and field trips. Students will connect with local organizations in teams to use systems thinking and innovative approaches to solving sustainability issues. Students will reflect on the impacts of their recommendations on community organizations.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

There is no textbook for this course. All readings and resources available through the course site on D2L.

USE OF AI-BASED WRITING TOOLS

This is specifically about ChatGPT, but applies to using any artificial intelligence technology in this class. ChatGPT is an AI-based language model that can generate human-like text and is available to students in this course. However, its use is limited to idea generation only. The purpose of this section is to outline the guidelines for using ChatGPT in this course and to specify the restrictions on its use.

- Students may use ChatGPT or other AI-based language models to assist with generating ideas or writing prompts, but the final product must be their own original work. It is essential that students recognize the importance of generating their ideas and thoughts to enhance their critical thinking, problem-solving, and decision-making skills. Therefore, the use of ChatGPT should be seen as a supportive tool, rather than a replacement for students' ideas and efforts.
- Students are not permitted to use ChatGPT or other AI-based language models to complete assignments or exams. Any use of ChatGPT or other AI-based language models for such purposes will be considered academic dishonesty and will result in appropriate action being taken, in line with the College's academic integrity policies.
- If using ChatGPT or other AI-based language models to generate ideas, students must cite the use of ChatGPT or other AI-based language models in their work, following the style guidelines for the course.
- Students are responsible for understanding the limitations and potential biases of ChatGPT and other AI-based language models and for critically evaluating their output.
- The use of ChatGPT or other AI-based language models is not a substitute for participating in class discussions or completing course readings.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

Week	Topic	Deliverables
Week 1 Jan 6-12	Introduction and overview of the course History and definitions of sustainability	Assignment 1: Ecological Footprint (I) January 12
Week 2 Jan 13-19	Introduction to wicked problems and systems thinking	

	Overview of Assignment 2: <i>Mapping the System</i> Teams established for <i>Mapping the system</i>	
	Systems lab: Wicked problems	
Week 3 Jan 20-26	UN Sustainable Development Goals (SDGs) and the Global Compact	Assignment 2: Team Agreement (T) January 26
	Systems lab: Research methods and data collection for systems thinking	
Week 4 Jan 27-Feb 2	Overview of Assignment 3: Mapping the sustainability continuum	Assignment 2: Problem-statement (T) February 2
	Systems lab: Visualizing systems	
Week 5 Feb 3-9	Corporate Social Responsibility (CSR) and beyond	Assignment 3: Select and assess an SME (I) February 9
	Stakeholder analysis	
Week 6 Feb 10-16	Systems lab: Stakeholder mapping	Assignment 2: Systems map + Stakeholder analysis (T) February 16
	Team time	
Week 7 Feb 17-23	Reading Break – No School	
Week 8 Feb 24-Mar 2	Legal frameworks for sustainability	
	Systems lab: Gap analysis and leverage points	
Week 9 Mar 3-9	Sustainability and marketing	Assignment 3: Phased action plan (I) March 9
	Systems lab: Leverage and solutions frameworks	
Week 10 Mar 10-16	Supply chains, facilities, and operations management	Assignment 2: Leverage + Solutions framework (T) March 16
	Systems lab: benchmarking	
Week 11 Mar 17-23	Team check ins	
	Team check ins	
Week 12 Mar 24-30	Leadership, change-management, and organizational governance	Assignment 3: Benchmarking (I) March 30
	Systems lab: Communicating for change	
Week 13 Mar 31-Apr 6	Practice presentations for <i>Mapping the System</i>	
	Practice presentations for <i>Mapping the System</i>	
Week 14 Apr 7-12	Final presentations	Assignment 2: Map the System presentations (T) in class
	Final presentations	Assignment 2: Peer Feedback (1) April 12 Assignment 3: Monitoring and accountability mechanisms (I) April 12

	Exam Week – NO EXAM in BUS261	
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Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html).

<http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

Assessment	% of Final Grade	Total %
Participation and Contribution	10%	10%
Assignment 1: Ecological Footprint	5%	5%
Assignment 2: Team Project – Mapping the System		45%
Team Agreement	5%	
Problem Statement	5%	
Systems and Stakeholder Maps	10%	
Leverage Points, Gap Analysis, and Solutions Framework	10%	
Presentation	10%	
Peer Feedback on Team Project (Individual)	5%	
Assignment 3: Individual Project – Mapping the Sustainability Continuum		40%
Select and Assess an SME	10%	
Develop a Phased Action Plan	10%	
Benchmark with a Comparable SME	10%	
Establish Monitoring and Accountability Mechanisms	10%	
Total Assessments		100%

Percentage – Grade / Grade Point Equivalency

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6

73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a “D” grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

COURSE GUIDELINES & EXPECTATIONS

Assignment formatting. The School of Business uses APA 7 style for formatting assignments and citing references. Proper citations and formatting using APA style will be required. See Camosun College citation guides: <http://camosun.ca/libguides.com/apa7>

- Where required by your instructor, submit all assignments into the D2L assignments by your last name.
- In text citations for quotes, paraphrasing, and references must be consistent with APA standards.
- Grammar, spelling, style and APA formatting, citations and referencing will be assessed in your mark.
- All submitted work must be properly referenced to sources where required by your instructor.
- Unless otherwise specified, you are to submit your own work, any work collaborated (unless permitted by the course) will be considered in violation of the College’s Academic Integrity Policy. See Camosun’s (2021) policy at: <https://legacy.camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf>.

Acts of academic dishonesty include, but are not limited to:

- Using the exact words of a published or unpublished author without quotation marks and without referencing the source of these words.
- Duplicating a table, graph, or diagram, in whole or in part, without referencing the source.
- Paraphrasing the ideas of another person, whether written or verbal, without referencing the source.
- Providing answers to another student in any test, examination, or take-home assignment.
- Taking any unauthorized materials into an examination or test.
- Submitting the same paper or portions thereof for more than one assignment in different courses without the instructor’s permission.
- **If you are uncertain or have any questions regarding academic integrity, please do not hesitate to discuss these with your instructor.**

SCHOOL OR DEPARTMENTAL INFORMATION

The School of Business is committed to promoting competence, professionalism and integrity in our students and developing their core skills to succeed throughout their academic programs and in their careers. The purpose of these guidelines is to provide clear expectations of appropriate academic conduct and to establish processes for discipline in appropriate circumstances. It is your responsibility to become familiar with the content and the consequences of academic dishonesty.

Camosun College School of Business (2016) Academic Honesty Guidelines from: <http://camosun.ca/learn/school/business/current-students/documents/Academic-Honesty-Guidelines.pdf>.

Deadlines, exams, and assignments. You must submit your assignments on the due date or as announced. A grade of zero will be assigned to late submissions. There are no additional assignments or make-up exams of any kind if you performed poorly on an assignment, midterm or final exam.

- a. **EXAM DATES WILL NOT BE RESCHEDULED.** Non-attendance on scheduled exam dates results in a zero grade. Exceptions will be made only for medical reasons or extenuating circumstances that must be submitted and then accepted by the instructor. Please advise your instructor promptly.
- b. Students registered through the [Centre for Accessible Learning \(CAL\)](#) should discuss timelines with their instructors at the beginning of each semester.
- c. Medical notes must be dated, signed, and be written on letterhead or prescription paper imprinted with the physician's name and address. Notes are accepted from Physician (GP or medical specialist), Nurse Practitioner, Psychiatrist, Psychologist, Counsellor and Aboriginal Elder. Electronic notes will not be accepted. Medical documentation must be received as soon as reasonably possible.

Final exams: Students are expected to write tests and final exams at the scheduled time and place. In emergency circumstances, a student may write a test or final examination before or after the scheduled time if the student would otherwise be unable to complete the program or course. Exceptions due to emergency circumstances, such as unavoidable employment commitments, health problems, or unavoidable family crises, require the approval of the appropriate instructor. **Holidays or scheduled flights are not considered emergencies.** The student may be required to provide verification of the emergency circumstance. See Camosun College (2018) Final Examinations from: <http://camosun.ca/learn/calendar/current/procedures.html#academic>.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/

Support Service	Website
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started: <http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures” (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun’s Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student’s right to choose what is right for them. For more information see Camosun’s Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College’s Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College’s expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes

necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.