The University of Southern Queensland

Course Specification

Description: Leading Organisational Change

<table>
<thead>
<tr>
<th>Subject</th>
<th>Cat-Nbr</th>
<th>Class</th>
<th>Term</th>
<th>Mode</th>
<th>Units</th>
<th>Campus</th>
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<td>MGT</td>
<td>8033</td>
<td>20289</td>
<td>1, 2003</td>
<td>WEB</td>
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Academic Group: FOBUS
Academic Org: FOB003
HECS Band: 2
ASCED Code: 080307

STAFFING
Examiner: Cec Pedersen
Moderator: Don Smith

SYNOPSIS
One of the major contemporary issues facing management is the management of strategic change. It is essential that graduate managers be familiar with and develop skills in this important area. More than ever before, managers need to focus on the continuous renewal of their organisation's core competencies, capabilities and knowledge assets. Managers not only need to know how to change the organisation for improvement but also be more sensitive to ability to change themselves. In this course students will be required to: show an understanding of those factors that affect and enhance prospects for planned organisational change; achieve a perspective on the conceptual foundations of organisation change; and show an understanding of the processes and many of the strategies and techniques which can be applied to increase organisational and managerial effectiveness; and demonstrate their ability to take part in or evaluate effectively some change management programs, in a context familiar and meaningful to them.

OBJECTIVES
Completion of this course will enable the student to:

- show an understanding of those factors that affect and enhance prospects for planned organisational change;
- achieve a perspective on the conceptual foundations of organisation change;
- show understanding of the processes and many of the strategies and techniques which can be applied to increase organisational and managerial effectiveness; and
- demonstrate an ability to take part in or evaluate effectively some significant aspects of an organisational change programme, in a context familiar and meaningful to them.
TOPICS

<table>
<thead>
<tr>
<th>Description</th>
<th>Weighting (%)</th>
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<tr>
<td>1. THE NATURE OF CHANGE MANAGEMENT</td>
<td>20.00</td>
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<td>2. MANAGING THE CHANGE PROCESS</td>
<td>30.00</td>
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<td>3. KEY CHANGE LEVERS</td>
<td>30.00</td>
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<td>4. CHANGE MANAGEMENT ISSUES</td>
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TEXT and MATERIALS required to be PURCHASED or ACCESSED:

Books can be ordered by fax or telephone. For costs and further details use the 'Book Search' facility at http://bookshop.usq.edu.au by entering the author or title of the text.


REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.


Lindsay, WM & Petrick, JA 1997, *Total quality and organization development*, St. Lucie Press, Delray Beach, Florida.


STUDENT WORKLOAD REQUIREMENTS

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS</th>
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<tbody>
<tr>
<td>Assessment</td>
<td>60</td>
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<td>Private Study</td>
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ASSESSMENT DETAILS

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<tr>
<th>Description</th>
<th>Marks Out of</th>
<th>Wtg(%)</th>
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<tr>
<td>ASSIGNMENT 1A</td>
<td>5.00</td>
<td>5.00</td>
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<tr>
<td>ASSIGNMENT 1B</td>
<td>45.00</td>
<td>45.00</td>
<td>Y</td>
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<td>ASSIGNMENT 2</td>
<td>50.00</td>
<td>50.00</td>
<td>Y</td>
<td>11 Jun 2003</td>
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</table>

IMPORTANT ASSESSMENT INFORMATION

1 Attendance requirements:
   There are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.

2 Requirements for students to complete each assessment item satisfactorily:
   To complete each of the assignments satisfactorily, students must obtain at least 50% of the available weighted marks for assignments 1A and 1B and at least 50% for assignment 2.

3 Penalties for late submission of required work:
   If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks gained by the student for the assignment will apply for each working day late.

4 Requirements for student to be awarded a passing grade in the course:
   To be assured of receiving a passing grade a student must achieve at least 50% of the available weighted marks for assignments 1A and 1B, at least 50% for assignment 2, and at least 50% of the available weighted marks for the summative assessment items.

5 Method used to combine assessment results to attain final grade:
   The final grades for students will be assigned on the basis of the weighted aggregate of the marks obtained for each of the summative assessment items in the course.

6 Examination information:
   There is no examination in this course.

7 Examination period when Deferred/Supplementary examinations will be held:
   Not applicable.

8 University Regulations:
   Students should read USQ Regulations 5.1 Definitions, 5.6 Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might
contravene University Regulations. These regulations can be found at the URL: http://www.usq.edu.au/SECARIAT/calendar/Part5/ or in the printed version of the current USQ Handbook. Students should also read The Guide to Policies and Procedures of the Faculty which can be found at the URL: http://www.usq.edu.au/handbook/2003/business/polproc/index.htm or in the printed version of the current USQ Handbook.

ASSESSMENT NOTES

1 Assignments: (i) The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner. (ii) Students must retain a copy of each item submitted for assessment. This must be produced within 24 hours if required by the Examiner. (iii) The Examiner may grant an extension of the due date of an assignment in extenuating circumstances. Students may apply for an extension either by emailing the Examiner before the due date or by including an application with the submitted assignment after the due date. Such applications should be in writing and include supporting documentary evidence. The authority for granting extensions rests with the relevant Examiner. (iv) The Examiner will not accept submission of assignments by facsimile. (v) In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the Examiner's convenience.