

San José State University
Department of Anthropology
ANTH 133(1) Organizational Cultures, Fall 2020

Course and Contact Information

Instructor:	Maribel Martínez
Telephone:	(408) 766-4143
Email:	Maribel.Martinez@sjsu.edu
Office Hours:	By appointment
Class Days/Time:	Asynchronous
Classroom:	CANVAS
Prerequisites:	ANTH 11 or instructor consent

Course Format

Course Description

Complex organizations as dynamic sociocultural systems. Topics include organizational culture, cross-cultural study of organizations, organizational ethnography, cultural diversity, organizational learning and relevance of a cultural approach to enhance organizational effectiveness in a rapidly-changing world.

Course Learning Outcomes (CLO)

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

1. describe and analyze the cultural dimensions of organizations and their relationships with a complex environments;
2. be able to analyze an organization as a sociocultural system that affects--and is affected by--the people who interact with it;
3. be able to describe how people from at least one "non-Western" culture have organized to accomplish collective goals;
4. be able to collect and analyze data about organizations and expressions of culture within them;
5. describe and analyze the cultural dimensions of organizations and their relationships with a complex environments;
6. describe organizations as arenas in which larger social issues are expressed, negotiated, and managed; and

7. develop tools for more effective action within organizations.

Required Texts/Readings (Required)

Textbooks

Ilana Gershon (2015). *A World of Work* [ISBN 9780801456855]

Michael Harrison (2004). *Diagnosing Organizations*, 3e. [ISBN 9780761925729]

Ann Jordan (2012). *Business Anthropology*, 2e [ISBN 9781577668275]

Brian Moeran (2007). *Ethnography at Work* [ISBN 9781845204983]

and other online resources will be provided

Library Liaison

Silke Higgins is the department's library liaison and she can be contacted at silke.higgins@sjsu.edu. She is a graduate of our program and knows the department very well.

Course Requirements and Assignments

1. Open Systems Perspective Analysis (15% course grade). Students will use the open systems perspective described by Michael Harrison in *Diagnosing Organizations* to analyze a formal organization.
2. Work & Job Analysis (15% course grade). Students will analyze the work associated with a specific job following concepts and questions developed by Ilana Gershon in *A World of Work*.
3. Organizational Case Study (15% course grade). Students will read and analyze a case study in order to hypothesize appropriate organizational plans and recommendations.
4. Reading notes (15% course grade). Students will submit notes of the reading assignments using the provided template. These will be due on the Sunday of each week.
5. Midterm Examination (15% course grade). Students will answer three essay questions based on course readings and lectures in a take-home examination
6. Final Examination (15% course grade). Students will answer submit an organizational plan that demonstrates the key learning from the class
7. Participation (10% course grade). Students will participate in online discussions by providing insights and questions based on readings, lectures, and contemporary analysis of events. You are also required to complete the pre-semester survey, fully set up your Canvas profile as instructed, and schedule at least 1 session with the instructor during office hours.

This class will incorporate materials from organizations and the media to address questions regarding its effectiveness. Accordingly, the instructor may adjust assignments to reflect the realities of such collaboration

in order or maximize student learning. Any necessary adjustments will be made collaboratively with the class and announced well in advance.

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.”

Final Examination or Evaluation

The take-home essay final examination may be submitted as a written document or through multimedia. The assignment will be distributed the week of Nov 23.

Grading Information

Course grades will be assigned as follows:

A plus = 98-100%
A = 94-97%
A minus = 90-93%
B plus = 88-89%
B = 84-87%
B minus = 80-83%
C plus = 78-79%
C = 74-77%
C minus = 70-73%
D plus = 68-69%
D = 64-67%
D minus = 60-63%
F = lower than 60%

Note that “All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades.” See [University Policy F13-1](http://www.sjsu.edu/senate/docs/F13-1.pdf) at <http://www.sjsu.edu/senate/docs/F13-1.pdf> for more details. The instructor will return materials submitted for grade within 10 days. I am happy to discuss student grades during office hours, but I will not do so by phone or email or in class.

Determination of Grades

All assignments must be completed during the designated period. You may be allowed to make up an exam only if (1) you contact me immediately by phone or email and (2) you can provide a compelling *and documented* excuse for your absence (e.g. family emergency, sickness, injury, etc. Late assignments that lack documented and compelling excuses *may* be accepted for grade with penalty (depending upon the nature of the assignment. Any penalties will be discussed with the student prior to submission. Please remember that it is unfair to both your classmates and the instructor to request exceptions to the official examination dates or paper deadline.

Classroom Protocol

This class is an asynchronous course. It will be a mixture of pr- recorded lecture, online discussion, and assignment submissions. Students should be aware of their own roles and that of the instructor. Regarding the former, students are

expected to consult this syllabus, the assignment description on Canvas and ask questions well in advance of due dates. This means that you have completed the assigned readings, taken notes or underlined as appropriate, and thought about what you have read. In other words, mastery of the material is assumed. Being prepared means that you submit materials as per the class calendar, and that those materials reflect professional standards of writing and presentation. Sloppy work will not be taken seriously. The professor's role is to develop the structure for the class, to ensure that we conform to it, and to modify it if necessary. The instructor will also raise questions and encourage the active participation of students as discussants.

There are a few recommendations I have regarding technology use for this course. Considerable research demonstrates that students learn more by jotting notes on paper and then revising them as they enter them later on a keyboard. Additionally, the internet has become both a tool for research and for cheating, especially plagiarism. This is an upper division class, so there are no excuses for failing to understand integrity in general and academic integrity in particular. If you are unclear about how to cite sources, please reach out to the Writing Center or consult with an advisor or your instructor.

This is an asynchronous class so roll will not be taken. If you wish to drop the course, it is your responsibility to do so. Please communicate with your instructor early and often if you are ill or for whatever reason you need any accommodation.

All assignments must be completed during the designated period. You may be allowed to make up an exam only if (1) you contact me immediately by phone or email and (2) you can provide a compelling *and documented* excuse for your absence (e.g. family emergency, sickness, injury, etc).

Incompletes are only granted if I have been notified in advance and approved the request.

University Policies

Per University Policy S16-9 (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant information to all courses, such as academic integrity, accommodations, dropping and adding, consent for recording of class, etc. is available on Office of Graduate and Undergraduate Programs' Syllabus Information web page at <http://www.sjsu.edu/gup/syllabusinfo/>

Course Number / Title, Semester, Course Schedule

Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines <i>(If appropriate, add any extra column(s) to meet your needs.)</i>
1	8/20-23	Course Overview and Canvas tour
		Anthropology, Culture, & Organizations Reading: Jordan Chs. 1 & 8
2	8/25-30	Organizations & Organizing The Open Systems Perspective OPEN SYSTEMS PERSPECTIVE ANALYSIS DISTRIBUTED
		Organizations & Organizing The Open Systems Perspective Reading: Harrison Chs. 1 & 2
3	9/1-6	Organizations & Organizing
		Needs, Organizational Structure, & Functions Reading: Harrison Chs. 3 & 4
4	9/8-13	Organizations & Organizing
		Historical Perspectives on Anthropology, Organizations & Culture Reading: Jordan Chs. 1, 2, & 5
5	9/15-20	Metaphors for Studying Organizational Culture
		CASE STUDY DISTRIBUTED
6	9/22-27	Metaphors for Studying Organizational Culture Reading: Jordan Ch. 4
		Organizations as Cultural Artifacts OPEN SYSTEMS PERSPECTIVE ANALYSIS DUE Readings: Gershon Chs. 3 & 4; Moeran Ch. 1
7	9/29-10/4	Functional View of Organizations
		Reading: Gershon Chs. 5-7
		Organizations & Practices CASE STUDY DUE Moeran Chs. 2 & 3
8	10/6-11	Symbolic Views of Organizations WORK & JOB ANALYSIS DISTRIBUTED Readings: Gershon Chs. 8 & 9; Moeran Chs. 4 & 5
		Symbolic Views of Organizations
9	10/13-18	Work & Jobs Reading: Gershon Ch. 10 & 11
		Work & Jobs
10	10/20-25	MIDTERM

11	10/27-11/1	Sources of Organizational Culture: Leaders & Other Cultures Reading: Gershon Ch. 12; Moeran Chs. 6 & 7
		Sources of Organizational Culture: Leaders & Other Cultures
12	11/3-8	Societal Outcomes of Organizational Culture Reading: Gershon Chs. 13 & 14
		Societal Outcomes of Organizational Culture WORK & JOB ANALYSIS DUE
13	11/10-15	Special Topics: Services Reading: Jordan Chs. 9 & 10
		Special Topics: Projects
14	11/17-22	Special Topics: Technology Reading Jordan Ch. 6 & 7
		Special Topics: Implicit Bias
15	11/24-29	FINAL EXAM DISTRIBUTED
16	12/1-6	Course Synthesis/ Course Reflection Due
	12/7	Last Day of Instruction
FINAL	12/11	FINAL EXAM DUE 11:59pm