

Sociology 419 -001
Analysis in Formal Organization
Department of Sociology, University of Hawaii, Manoa
Spring Term 2016

Professor: Dr. Amarjit (Jit) Singh
Office: Saunders Hall
Class schedule: T and Th (R) 10:30- 11:45 a.m.
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Office hours: to be arranged.

Instruction starts at U. H. January 11, and ends on May 5 Wednesday, 2016.
In this Class Instructions start on January 12 and they end on May 3 Tuesday, 2016.

Course Description

Analysis in Formal Organizations - Schools, hospitals, industries, prisons, and government agencies analyzed in terms of self-actualization, alienation, human relations, communication, leadership, organizational conflicts. Credits (3)

The course provides opportunity for critical and reflective pedagogical analysis of the material covered in the course in the context of globalization for the purpose of evaluating social policy and actions.

This course will be useful for people who plan to pursue higher education in areas related to the field of administration, policy formation, and for practitioners in the field of education, K-12 schools, health related fields, government and non-government organizations in the area of community development, for and those who plan to work for agencies which provide services to the elderly.

Student Learning Objectives

At the end of the course, you will be able to:

- Read critically and conventionally professional conceptual and theoretical literature in the area of analyses of formal organizations, and sociology in general.
- Verbalize (to be able to articulate and participate in the on-going conversations and socially constructed analyses of formal organizations at local, national and global levels)

in reflective, critical and traditional modes in the context of individual presentations (in small/large groups) in interaction with others in the classroom.

- Recognize the value of sharing personal, family, and community wellbeing stories/ experiences with your fellow students in this class in the context of small/large group interaction in the classroom.
- Gain insight into the power of sharing personal and collective narratives and memories of growing up in various informal and formal organizations, such as schools, hospitals, industries, prisons, and government agencies, multigenerational-and multicultural family households in Hawaii, play grounds, churches, and other “public spheres”, while reflecting upon your/our social selves (Who am I? What do I do? Who are we? What do we do?), in the context of democratic structure of learning and teaching created in this class.
- Learn to research and review professional, common sense, and official/state literature and to practice writing open-ended reflective and critical personal commentaries in the end of each class in this course with the purpose of writing critical essays.
- Gain experience in constructing interview schedules, gathering and analyzing qualitative and quantitative data though listening to the voices of others in the context of conversations with them.
- Gain experience in writing research papers with the goal of publishing them.
- Learn to develop a structure of attitudes, beliefs, tastes, behaviors and practices required to create conditions for developing positive self-concepts, collaborative, cooperative, and caring social relations with your peers through setting reasonable cultural work expectations in this class and outside this class in order to accomplish the required work, and to succeed in your life endeavors.
- Learn about and develop some enabling social and practical skills that hopefully will be of help to you in collaboratively solving tasks at hand in this class and also other tasks you may face in your daily life in various situations.
- Become familiar with differences between the Pedagogical and Curriculum Learning and Teaching Objectives through participating in the Scheduled Daily Activities in this course.

Textbooks

1. George Ritzer. (2014) *The McDonaldization of Society*. Publisher: SAGE Publications, Inc; 8th Edition. Paperback.
2. Howard Lune. (2010). *Understanding Organizations*. Publisher: Polity. Paperback.

Course Requirements, Expectations, and Grading

All the above elements of the teaching and learning organization process are explained in detail the first week of the class. Students are encouraged to talk to the instructor individually to clarify any difficulties they might have in understanding the way learning and teaching, and grading processes are organized in this course. Once you as a student understand exactly what is expected, you will do very well in this course. As an instructor my goal is to expect high achievement from all of you in this course, and to create possibilities and opportunities for everyone to attain this desired outcome by using various pedagogical strategies. Chances are that we will achieve this goal, if all of us work together and expect and encourage everyone to achieve high in this course. We all are capable of doing well in this course, and we can do it!

1. **Group discussions** based on “common sense knowledge”* and “lay theories”* + daily reflections – 10%
2. **Group discussions** based on reading assigned chapter (s) (i.e. ,“professional* knowledge” and “official/state /government knowledge” *) + “individual presentation in one’s group” - 20%*
3. **“Mini Lectures” by the instructor**. Participation (questions and comments by students in class) - 5%*
4. **Making Notes on each chapter** – 30%**
3. **Mid Term paper**– 25%***
4. **Final take home Exam** - 10%****

* The concepts marked (*) for will be discussed and explained in the class.

** **Making Notes on each chapter (total of eighteen chapters in the two textbooks)** are explained below, and also discussed in the class:

Grading and Evaluation

Students should note that the evaluation in this course is a continuous process evaluation. In the end of the course, each student will have her/his “portfolio” for evaluation. For this reason you are required and expected to do many activities as described below. On the whole (1) you are encouraged to actively participate in the class. Your participation (as peers) is more likely to contribute to your overall achievement in this course, and to the desired outcomes for the course. That means you are (2) expected to attend all the classes. Please come and see me if for some reasons you are going to miss a class or classes.

Various Activities

*Making notes***

As a part of this evaluation process, **each student is required to submit notes on chapters read in that week.** It will consist of answering the following questions outlined below:

(A). After reading an assigned chapter on the scheduled date (see outline of daily activities), each student is required to (a) prepare a list of ten concepts that she/he finds interesting in the chapter read, (b) select one concept he/she finds most interesting, (c) briefly describe the selected concept (one to three paragraphs), and (d) describe its significance to her/his (i) personal interaction and relationship, and (ii) professional interaction and development.

(B). What did you (each student separately) learn from your group discussions based on the “common sense knowledge” and “lay theory”? Write a few lines or a paragraph.

(C). What did you (each student separately) learn from group discussion based on “professional knowledge” and “official/ state/ government knowledge”? Write a few lines or a paragraph.

(D) How did individual presentations in a small group setting help you?

LATE ASSIGNMENTS WILL BE ACCEPTED, BUT LABELED AS LATE WITH NEGATIVE CONNOTATION.

**** Midterm paper.*

A good term paper is more likely to improve your chances of getting an ‘A’ in this class. The students will have opportunity to learn doing qualitative and quantitative research methods, related protocol for doing research, and theoretical perspectives in order to write a good paper. A good paper in this class would be a paper that has potential for publication. We will discuss in the class how both the instructor and the students are researchers and learners. If you write a good paper, and want it to get published I will try to find a publisher or an open access journal to get it published. The focus of the term paper will be on the role of the contemporary grandparents in Hawaii in the era of globalization. How do grandparents pass on their social legacy (social, economic, cultural, racial, ethnic, gender, and spiritual) to their children and grandchildren in the context of family, school, church, sports and cultural activities, and so on, as both formal and informal organizations? Everyone in this class is expected to write a good paper, and everyone in this class can write a good paper. Using various pedagogical strategies

and activities, and working together with your peers, and the instructor, we will try to create classroom climate and conditions in which you as a student can write a good paper. Both the instructor and students can act as researchers and learners. We can really do it! Let us, each of us, commit ourselves to this task! The instructor will discuss the general rubric for organizing and writing this paper with each student. **Please make duplicate copies of your paper, one hard and electronic copy for the instructor and another hard or electronic copy for your own record. The deadline to submit the term paper is April 7th.**

IMPORTANT NOTE: Send the electronic copy of your midterm paper to this e-mail address as attachment <amarjitstjohns@gmail.com>

****** *Final take-home exam***

Writing a good reflective and critical take-home exam is more likely to further improve your chances of getting an 'A' in this class. We will discuss in the class what would entail writing a "good" reflective and critical exam that "make sense" in this course. Everyone in this class is expected to write a good exam, and everyone in this class can write a good exam. In discussions with your peers, and the instructor, you as a student can write a good take-home exam. We can really do it! Let us, each of us, commit ourselves to this task! The question or the topic for the take-home paper will be selected in the last three weeks of the class.

THE FINAL TAKE-HOME exam MUST BE SUBMITTED ON ASSIGNED DATE BY THE UNIVERSIRTY.

NOTE: CHECK FOR THE DATE FOR THE FINAL TAKE- HOME EXAM.
YOU CAN TURN IN YOUR FINAL TAKE-HOME EXAM ON THE LAST DATE OF THE CLASS , May 3, IF IT IS READY.

*******Final Grading and Feedback***

The final marks and the final grades will be available only in the end of the term. I will give you written feedback on your first two assignments promptly. Please note that after these initial feedbacks it is your responsibility to do good work in this course. However, throughout the course, especially in the middle of the term (midterm evaluation), I will verbally tell you if you are doing "good" work or not. A feedback that "you are doing good work" would mean that your work is equivalent to a "B" grade and you can get an "A", if you improve your work. It is your responsibility as a student to see me individually to discuss how your work can be improved. I as instructor, however, will frequently give general feedback, as a part of an on-going feedback process to all students in the class as to how their work can be improved in order to achieve an "A" in this course. Each one of you (as a student) can improve your work in this class. You really can!

Other general information

I will be happy to work with you and the KOKUA program at UH. Please feel free to contact me privately, if you need any accommodation.

Plagiarism Material/ the UH-Manoa Student Conduct Code (1992), p. 6

“It is ultimately each student’s responsibility to learn about plagiarism and how to avoid it. Ignorance of the rules, saying ‘I forgot about that’ or ‘I made a mistake’ are not considered valid excuses when it comes to plagiarism”.

Please note that as the instructor I will handle any plagiarism that I discover, which might range from giving no credit for the assignment to failing the student for the course.

Daily Activities

Sociology 419, Analysis in Formal Organizations, Spring Term 2016

Professor: Dr. Amarjit (Jit) Singh

Office: Saunders Hall

Class schedule: T and Th (R) 12:00 p.m. - 1:15 p.m.

Room: BUSAD E-203

E-mail: asingh@mun.ca

Office hours: to be arranged.

Schedule daily activities based on two textbooks:

(1) Howard Lune. (2010). *Understanding Organizations*. Publisher: Polity. Paperback.

(2) **George Ritzer.** (2014) *The McDonaldization of Society*. **Publisher: SAGE Publications, Inc.8th Edition.** Paperback.

Instruction starts at U. H. January 11, and ends on May 5 Wednesday, 2016.

In this Class Instructions start on January 12 and they end on May 3 Tuesday, 2016.

This schedule may be tweaked to fit the climate of classroom teaching as we move forward each week.

Week 1

Start reading chapter 1, 2, and 3 in textbook number 1 by Lune, for week number 3. We will finish reading this book by February 11th.

T Jan. 12 Class begins. Mini lecture: introduction to the course + analyses of formal organizations+ sociological perspectives + course outline/ pedagogical objectives + reflective teaching and learning + the social self + three forms of knowledge + evaluation + grades/ grading + making sense + small group formation for discussions + daily reflection.

Th Jan. 14 “Mini lecture”: further clarifications + continuation of discussion of course activities + perspective on evaluation, grades and grading + discussion +formation of groups + what do we bring in this class in terms of personal and collective experience, knowledge, observations + students, teachers, organizations, clients, the state and professions as social contexts + group discussion + collaborative, democratic, and team work perspectives + group and individual presentations+ daily reflection.

Week 2

T Jan. 19 Mini lecture: students as context + what do students bring to the classroom in terms of the social self (occupational and educational aspirations and expectations, family relationships and responsibilities, financial concerns, working and going to the school at the same time) + sociological perspectives on society and individual, + forms of knowledge (professional, common sense and official) and cultures of various stakeholders (organizations, clients, service providers, the state, diverse cultural and interest groups, funding organizations.) + research as cultural practice/cultural and professional workers + group discussion + daily reflection.

Th. Jan. 21 Mini lecture + cultural context of formal and informal organizations in Hawaii (schools , families, and work places) + personal school and family experiences + what needs to be done + making sense of the larger global (macro) contexts (regional, state and national environments) + making sense of previous readings you have done in sociology and other courses + individual (micro) workplace and neighborhood experiences + observations from the field + sharing personal, family and community wellbeing and health experiences in relation to formal organizations (hospitals, day care centers, and so on) + personal and collective narratives and memories + discussion on midterm paper and take home examination + daily reflection.

Week 3

T Jan. 26 Mini lecture + group discussion chapter 1, 2, and 3 + individual presentations in one’s own group+ observations from the field + daily reflection.

Th. Jan. 28 Mini lecture+ group discussion on chapters 1, 2, and 3 continues + observations from the field + individual presentations in one’s own group + notes due on chapter 1, 2, and 3 + daily reflection.

Read Chapter 4, 5, and 6 in Lune’s book, for week number 4

Week 4

- T Feb. 2 Mini lecture + group discussion on chapter 4, 5, and 6 + observations from the field+ individual presentations in one's own group+ daily reflection.
- Th. Feb. 4 Mini lecture+ group discussion chapter 4, 5, and 6 continues + observations from the field + individual presentations in one's own group + notes due on chapter 4, 5, and 6 + daily reflection.

Read Chapter 7, 8, 9 in Lune's book for week number 5

Week 5

- T Feb. 9 Mini lecture+ group discussion on chapters 7, 8, 9 + individual presentations + observations from the field+ reflection.
- Th. Feb. 11 Mini lecture+ group discussion chapter 7, 8, 9 continues + observations from the field + individual presentations in one's own group + notes due on chapters 7, 8, and 9+ daily reflection.

Read Chapter 1 in Ritzer's book for next week.

Week 6

- T Feb. 16 Mini lecture + group discussion on chapter 1 in Ritzer's book+ individual presentations in one's own group + observations from the field+ daily reflection.
- Th. Feb. 18 Mini lecture + chapter 1 continues + group discussion + observations from the field + individual presentations in one's own group + notes due for chapter 1 + daily reflection.

Read Chapter 2 in Ritzer for next week.

Week 7

- T Feb. 23 Mini lecture+ group discussion on chapter 2 in Ritzer + observations from the field + individual presentations in one's own group + daily reflection.
- Th. Feb. 25 Mini lecture+ chapter 2 continues + group discussion+ observations from the field + individual presentations in one's own group + notes due for chapter 2 + daily reflection.

Read Chapter 3 in Ritzer for next week.

Week 8

T March 1 Mini lecture+ group discussion on chapter 3 in Ritzer + observations from the field + individual presentations in one's own group + daily reflection.

Th. March 3 Mini lecture+ chapter 3 continues+ group discussion+ observations from the field + individual presentations in one's own group + notes due on chapter 3+ daily reflection.

Read Chapter 4 in Ritzer for next week.

Week 9

T March 8 Mini lecture +group discussion on chapter 4 in Ritzer + observations from the field + individual presentations in one's own group + daily reflection.

Th. March 10 Mini lecture+ chapter 4 in Ritzer continues + group discussion+ observations from the field + individual presentations in one's own group + notes due on chapters 4 + daily reflection.

Read Chapter 5 for next week.

Week 10

T March 15 Mini lecture+ group discussion on chapter 5 in Ritzer: + observations from the field + individual presentations in one's own group + daily reflection.

Th. March 17 Mini lecture+ chapter 5 in Ritzer continues + group discussion+ observations from the field + individual presentations in one's own group + notes due on chapter 5 + daily reflection.

Read Chapter 6 in Ritzer for next week.

Week 11

T March 22 NO CLASS

Th. March 24 NO CLASS .

Week 12

T March 29 Mini lecture+ group discussion on chapter 6 in Ritzer: + observations from the field + individual presentations in one's own group + daily reflection.

Th. March 31

Mini lecture + chapter 6 in Ritzer continues + group discussion+ observations from the field + individual presentations in one's own group +notes due on ch.6 + daily reflection

Read Chapter 7 in Ritzer for next week.

Week 13

T April 5 Mini lecture + group discussion on chapter 7 in Ritzer: + observations from the field + individual presentations in one's own group + daily reflection.

Th. April 7 Mini lecture + chapter 7 in Ritzer continues + group discussion+ observations from the field + individual presentations in one's own group + **discussion on take home exam** + notes due on chapter 7+ daily reflection.

Read Chapter 8 in Ritzer for next week.

Week 14

T April 12 Mini lecture+ group discussion on chapter 8 in Ritzer + observations from the field + individual presentations in one's own group + daily reflection.

Th. April 14 Mini lecture+ **a hard copy and an electronic copy of the TERM PAPER DUE Today+ send the electronic copy as attachment to me on this e- mail address** <amarjitstjohns@gmail.com> + individual presentations in one's own group + ch.8 group discussion continues + observations from the field + notes due on chapter 8+ daily reflection.

Note: Please make duplicate copies of your paper, one hard and electric copy for the instructor and another hard or electronic copy for your own record.

Read Chapter 9 in Ritzer for next week.

Week 15

T April 19 Mini lecture + group discussion on chapter 9 in Ritzer + group discussion on the term paper each student wrote + a **general feedback on the term papers** + daily reflection.

Th. April 21 Mini lecture + group discussion on Ch. 9 continues+ group discussion on term papers +observations from the field + notes due on Ch. 9+ daily reflection.

Week 16

T April 26 Mini lecture + **individual feedback on the term paper** + group discussion + Observations from the field + individual presentations in one's own group + daily

reflection.

Th April 28 Mini lecture+ **sense making** + what have we learned up to this point + individual presentations in one's own group + discussion on sense making+ observations from the field+ + daily reflection.

Week 17

T May 3 **Last day of the class** Mini lecture + ***the Revised final hard copy and revised electronic copy of your term paper is due*** (**IMPORTANT: send the final revised electronic copy as attachments to this address**<amarjitstjohns@gmail.com> + sense making continues + group discussion + observations from the field + **Make up work:** all undone work in this course is due today.

Reflections and Sense Making of all the chapters read + Mini lecture + making sense of readings continues + group discussion + voices, hope and transformations (social, cultural and personal) + wrap up + major insights + what do we want to say? How do we want to live our lives? How should society be organized? How should people act (use their agency) in the given institutional, societal and cultural constraints? What has yet not been imagined? Exit words + Aloha and Mahalo.

NOTE: CHECK FOR THE DATE FOR THE FINAL TAKE- HOME EXAM. YOU CAN TURN IN YOUR FINAL TAKE-HOME EXAM TODAY IF IT IS READY.

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