

VICTORIA UNIVERSITY OF WELLINGTON
Te Whare Wānanga o te Ūpoko o te Ika a Māui



Victoria Management School

**MMMS 507 –
SPECIAL TOPIC IN MANAGEMENT**

Trimester 1 2005

COURSE OUTLINE

No regularly scheduled classes: arrange meetings or e-mail course coordinator

Course Coordinator

Dr. Arun Elias, Rutherford House (RH) 931

Telephone and voice mail **463-5736**, e-mail: arun.elias@vuw.ac.nz

Whenever possible, I undertake to respond to your messages within one business day.

Appointments can be made at any time that is mutually convenient.

Administration Assistant

Tricia Lapham Rutherford House (RH) 919

Telephone and voice mail **463-5381**, e-mail: tricia.lapham@vuw.ac.nz

Content

The course takes a broad perspective and will focus on two aspects related to stakeholder management. The first aspect concerns the evolution of stakeholder concept in the management literature. The second aspect relates specifically to the empirical studies described in stakeholder literature.

Objectives

The objective of this course is to provide an overall understanding of stakeholder concepts in the management literature.

Methodology, Readings and Materials

Students will be assigned two essay topics and, under the direction of the course coordinator, are expected to generate a reading list and literature review for each area.

Workload

Previous participants in the course indicate that they required approximately 6-8 hours per week.

Assessment

The course will be assessed as follows:

Essay 1	35%
Essay 2	35%
Research Proposal	<u>30%</u>
Total	100%

Descriptions of Assessment

1. Essay 1 (35%)

Due date: **30 March 2005**

This essay is to develop a full understanding of the stakeholder concept in management literature. The evolution of stakeholder concept in management literature should be explained and the recent trends in the literature should be highlighted. The essay should conclude with the identification of a research gap in the general stakeholder literature.

Length guide: 3500 words

2. Essay 2 (35%)

Due date: **27 April 2005**

This second essay should focus specifically on the different empirical studies available in the stakeholder literature. The essay should conclude with the identification of a research gap within a particular application of interest to the student.

Length guide: 3500 words.

3. Research Proposal (30%)

Due date: **17 May 2005**

Based on the research gaps identified in essays 1 and 2, each student will develop a research proposal concerning the management of stakeholders in a real world problem situation. This assessment will consist of two parts, a presentation and a written proposal.

Word limits

Word guidelines for this course set out what is considered an economical style. Some variation may be warranted, depending on the situation being discussed. However, since a style of writing suitable for professional reports is required, significant departures from an economical style or inattention to spelling, grammar, punctuation, formatting, ... may reduce the marks awarded to the report by up to 10% of the original mark.

Penalties for lateness

In keeping with standards of professionalism appropriate to an Masters degree programme, it is expected that assigned work will be completed and due dates met. In fairness to students who complete work on time, work submitted after the due date/time will incur penalties for lateness. The penalty is up to 5% of the report's grade per day (or part thereof) late. Unusual or unforeseeable circumstances (e.g., serious illness, family bereavement) may lead to a waiver of this penalty but need to be discussed with the course director as soon as possible (prior to the due date when feasible).

Sexist/Racist Language

Victoria University of Wellington has a policy of nonsexist and nonracist language, part of which reads: Sexist and racist language are "often unthinkingly perpetuated and [have] become so deeply embedded in the language that it requires conscious effort to avoid [them] ... old habits die hard." In writing your assignments, please try to avoid sexist or racist language. There are usually alternatives available, which avoid gender or ethnic specific language. Any sexist or racist language contained in readings prescribed as part of the course is regretted.

Communication

An e-mail list of all students will be created at the beginning of the semester and will be used to communicate changes, updates, feedback and information to all class members.

Course Schedule

- First week of March** Introductory discussion of essays
- Last week of March** E-mail course coordinator with questions and a draft of the first essay
- First week of April** Discussion about the second essay
- Last week of April** E-mail course coordinator with questions and a draft of the second essay
- First week of May** Discussion about the research proposal
- Third week of May** E-mail course coordinator with questions and a draft of the research proposal

Other meetings should be arranged when needed.



General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly those regarding assessment and course of study requirements, and formal academic grievance procedures.

Student Conduct and Staff Conduct

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps can be taken if there is a complaint. For queries about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor. This Statute is available in the Faculty Student Administration Office or on the website at: www.vuw.ac.nz/policy/StudentConduct.

The policy on Staff Conduct can be found on the VUW website at:

www.vuw.ac.nz/policy/StaffConduct.

Academic Grievances

If you have any academic problems with your course you should talk to the tutor or lecturer concerned or, if you are not satisfied with the result of that meeting, see the Head of School or the Associate Dean (Students) of your Faculty. Class representatives are available to assist you with this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievances Policy which is published on the VUW website:

www.vuw.ac.nz/policy/AcademicGrievances.

Academic Integrity and Plagiarism

Academic integrity is about honesty – put simply it means **no cheating**. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. Plagiarism is **prohibited** at Victoria.

The University defines plagiarism as follows:

Plagiarism is presenting someone else's work as if it were your own, whether you mean to or not.

'Someone else's work' means anything that is not your own idea, even if it is presented in your own style. It includes material from books, journals or any other printed source, the work of other students or staff, information from the Internet, software programmes and other electronic material, designs and ideas. It also includes the organization or structuring of any such material.

Plagiarism is not worth the risk.

Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct (www.vuw.ac.nz/policy/studentconduct) and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- suspension from class or university
- cancellation of your mark for an assessment or a fail grade for the course.

Find out more about plagiarism and how to avoid it, on the University's website at: www.vuw.ac.nz/home/studying/plagiarism.html.

Students with Disabilities

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities an equal opportunity with all other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, then please contact the Course Coordinator as early in the course as possible. Alternatively you may wish to approach a Student Adviser from Disability Support Services to confidentially discuss your individual needs and the options and support that are available. Disability Support Services are located on Level 1, Robert Stout Building, or phoning 463-6070, email: disability@vuw.ac.nz. The name of your School's Disability Liaison Person can be obtained from the Administrative Assistant or the School Prospectus.

Student Support

Staff at Victoria want students' learning experiences at the University to be positive. If your academic progress is causing you concern, please contact the relevant Course Co-ordinator, or Associate Dean who will either help you directly or put you in contact with someone who can.

The Student Services Group is also available to provide a variety of support and services. Find out more at www.vuw.ac.nz/st_services/ or email student-services@vuw.ac.nz.

VUWSA employs two Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office is located on the ground floor, Student Union Building, phone 463 6983 or 463 6984, email education@vuwsa.org.nz.