



**Universitas Negeri Surabaya
Faculty of Vocational Studies
D4 Public Administration Study Program**

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date																																																																																			
Organizational Behavior and Organizational Culture	6330102065	Compulsory Study Program Subjects	T=1	P=1	ECTS=3.18	3	November 1, 2023																																																																																			
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator																																																																																				
	Dian Arlupi Utami, S.Sos, M.AP		Dian Arlupi Utami, S.Sos, M.AP			Dr. Weni Rosdiana, S.Sos., M.AP.																																																																																				
Learning model	Case Studies																																																																																									
Program Learning Outcomes (PLO)	PLO study program which is charged to the course																																																																																									
	PLO-7	demonstrate a responsible attitude towards work in their field of expertise independently																																																																																								
	PLO-8	Able to apply logical, critical, innovative, quality and measurable thinking in carrying out specific work in the field of management and public sector policy																																																																																								
	PLO-12	Able to identify, analyze and resolve problems in the field of public sector personnel																																																																																								
	PLO-14	Mastering knowledge about the concepts and practices of organizations, management and public sector policies																																																																																								
	Program Objectives (PO)																																																																																									
	PO - 1	Have knowledge of organizational concepts, individual and group behavior in organizations, theory and application of organizational culture in various organizations/agencies																																																																																								
	PO - 2	Have skills in working together in a team, communicating effectively																																																																																								
	PO - 3	Able to be responsible and tough in completing field survey tasks related to organizational culture in government agencies or private agencies, BUMN, BUMD																																																																																								
	PLO-PO Matrix																																																																																									
		<table border="1" style="width: 100%; text-align: center;"> <tr> <td>P.O</td> <td>PLO-7</td> <td>PLO-8</td> <td>PLO-12</td> <td>PLO-14</td> <td></td> <td></td> </tr> <tr> <td>PO-1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PO-2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PO-3</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						P.O	PLO-7	PLO-8	PLO-12	PLO-14			PO-1							PO-2							PO-3																																																													
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PO Matrix at the end of each learning stage (Sub-PO)																																																																																										
	<table border="1" style="width: 100%; text-align: center;"> <tr> <td rowspan="2">P.O</td> <td colspan="16">Week</td> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> </tr> <tr> <td>PO-1</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>PO-2</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>PO-3</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>						P.O	Week																1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	PO-1																	PO-2																	PO-3																
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Short Course Description	This course discusses various matters related to behavioral science, organizational science, individual and group behavior that influences organizations, as well as organizational culture, both theory and application. The material includes organizations, the history of the development of organizational behavior science, understanding individuals in organizational behavior, perceptions, values, attitudes, groups and teams in organizations, group dynamics, communication, leadership, conflict management and stress management, organizational culture, work culture, learning is carried out during one semester with a problem-based learning approach, with discussion methods, as well as individual and group assignments. Assessment is carried out through written tests, performance and portfolios both online and offline.																																																																																									
References	Main :																																																																																									
	<ol style="list-style-type: none"> 1. Robbins, S.P&Judge.Timoty A.2013.Perilaku Organisasi Organizational Behaviour 2. Hartini, H., dkk.2021.Perilaku Organisasi .Bandung : PT.Refika Aditama 3. Arifin, Rois, Amirullah.Kalikusabir.2017.Budaya dan Perilaku Organisasi. 4. Ibrahim, Adam.2014.Buku Teori Perilaku dan Budaya Organisasi. Bandung : PT Refika Aditama 5. Silalahi, Marto, dkk.2022.Perilaku Organisasi.Purbalingga :Eureka Media Aksara 																																																																																									
	Supporters:																																																																																									
	<ol style="list-style-type: none"> 1. Artikel pada Jurnal Internasional : Utami, Dian Arlupi .2018. Characteristic Corporate Culture of The Telkom Way 135. Journal of Physics:Conference Series 953 (1),012163 2. Utami, Dian Arlupi.2021.Implementasi Budaya Korporate dan Organisasi.Medan : Pena Pusaka 																																																																																									

Supporting lecturer		Dian Arlupi Utami, S.Sos., M.AP. Dr. Weni Rosdiana, S.Sos., M.AP.					
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline (offline)	Online (online)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Understanding Organizational Behavior as a science, Understanding the history of organizational behavior	Explaining Organizational Behavior as a science, Explaining the history of organizational behavior	Criteria: Each participation activity will be given 1 point Form of Assessment : Participatory Activities	Lecture / Face to face, question and answer discussion 2 X 50		Material: Organizations, Organizational Behavior, History of Organizational Behavior References: <i>Robbins, SP&Judge. Timoty A. 2013. Organizational Behavior Organizational Behavior</i>	1%
2	Understanding Individual Characteristics in organizations	Explain the characteristics of individuals in organizations	Criteria: Each participation activity will be given 1 point Form of Assessment : Participatory Activities	Lecture / Face to face, question and answer discussion 2 X 50		Material: Characteristics of Individuals in Organizations References: <i>Robbins, SP&Judge. Timoty A. 2013. Organizational Behavior Organizational Behavior</i>	1%
3	Understanding Perception in Organizations	Explaining the meaning, process of perception in organizations, explaining social perception	Criteria: Each participation activity will be given 1 point Form of Assessment : Participatory Activities	Lecture / Face to face, question and answer discussion 2 X 50		Material: Individual Perceptions in Organizations Reference: <i>Hartini, H., et al. 2021. Organizational Behavior .Bandung : PT.Refika Aditama</i>	1%
4	Understanding Values, Attitudes, Commitment and Job Satisfaction	Explains values, attitudes, commitment and job satisfaction in the organization	Criteria: Each participation activity will be given 1 point Form of Assessment : Participatory Activities	Lecture / Face to face, question and answer discussion 2 X 50		Material: Values, Attitudes, Commitment and Job Satisfaction Reference: <i>Hartini, H., et al. 2021. Organizational Behavior .Bandung : PT.Refika Aditama</i>	1%
5	Understanding Motivation in organizations	Explain motivation in organizations	Criteria: Each participation activity will be given 1 point and a portfolio of assignments collected Form of Assessment : Participatory Activities, Portfolio Assessment	Lecture / Face to face, question and answer discussion 2 X 50		Material: Individual Motivation in organizations Reference: <i>Hartini, H., et al. 2021. Organizational Behavior .Bandung : PT.Refika Aditama</i>	10%
6	Understanding Group Dynamics	Explains the meaning of group dynamics, stages of group formation, problems in group dynamics that often arise	Criteria: Each participation activity will be given 1 point Form of Assessment : Participatory Activities	Lecture / Face to face, question and answer discussion 2 X 50		Material: Group Dynamics Reference: <i>Ibrahim, Adam. 2014. Book on Organizational Behavior and Culture Theory. Bandung: PT Refika Aditama</i>	1%
7	Understanding Conflict Management, Stress Management	Explain conflict management and stress management	Criteria: Each participation activity will be given 1 point Form of Assessment : Participatory Activities	Lecture / Face to face, question and answer discussion 2 X 50		Material: Conflict Management Literature: <i>Silalahi, Marto, et al. 2022. Organizational Behavior. Purbalingga : Eureka Media Aksara</i> Material: Setress Management Library: <i>Robbins, SP&Judge. Timoty A. 2013. Organizational Behavior Organizational Behavior</i>	2%

8	Able to complete meeting material 1-7 in UTS questions.	All questions can be solved/answered	<p>Criteria: 5 questions, 20 points for each question, total score 100 if all questions can be answered correctly</p> <p>Form of Assessment : Test</p>	Written Test 2 X 50		<p>Material: Meeting Material 1-7 References: <i>Robbins, SP&Judge. Timoty A. 2013. Organizational Behavior Organizational Behavior</i></p> <p>Material: Meeting Material 1-7 References: <i>Hartini, H., et al. 2021. Organizational Behavior .Bandung : PT.Refika Aditama</i></p> <p>Material: Meeting material 1-7 References: <i>Ibrahim, Adam. 2014. Book of Behavioral Theory and Organizational Culture. Bandung: PT Refika Aditama</i></p> <p>Material: Meeting Material 1-7 References: <i>Silalahi, Marto, et al. 2022. Organizational Behavior. Purbalingga : Eureka Media Aksara</i></p>	20%
9	Understanding Organizational Culture	Explain the meaning, goals, functions of Organizational Culture	<p>Criteria: Each participation activity will be given 1 point</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Organizational Culture: Definition, Elements, Characteristics Library: <i>Arifin, Rois, Amirullah. Kalikusabir. 2017. Organizational Culture and Behavior.</i></p> <p>Material: Goals and Functions of Organizational Culture Reference: <i>Utami, Dian Arlupi. 2021. Implementation of Corporate and Organizational Culture. Medan : Pena Pusaka</i></p>	1%
10	Understand a strong and adaptive Organizational Culture	Describes a strong and adaptive organizational culture	<p>Criteria: Each participation activity will be given 1 point</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Strong and adaptive organizational culture Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	1%
11	Understanding the Characteristics of Organizational Culture	Explain the characteristics of organizational culture: Basic Assumptions, Artifacts, Values	<p>Criteria: Each participation activity will be given 1 point</p> <p>Form of Assessment : Participatory Activities, Portfolio Assessment</p>	Lecture, Question and Answer 2 X 50		<p>Material: Strong and adaptive organizational culture Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p> <p>Material: Characteristics of Organizational Culture Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	1%
12	analysis of the application of organizational culture	Presenting the application of organizational culture	<p>Criteria: suitability of the template, data adequacy, analytical skills, ability to answer questions</p> <p>Form of Assessment : Participatory Activities, Project Results Assessment / Product Assessment</p>	literature study 2 X 50		<p>Material: Organizational Culture: Elements of organizational culture, Characteristics of organizational culture Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	15%

13	analysis of the application of organizational culture	Presenting the application of organizational culture	<p>Criteria: suitability of the template, data adequacy, analytical skills, ability to answer questions</p> <p>Form of Assessment : Participatory Activities, Project Results Assessment / Product Assessment</p>	literature study 2 X 50		<p>Material: Organizational Culture: Elements of organizational culture, Characteristics of organizational culture</p> <p>Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	15%
14	organizational culture change	understanding of organizational culture change material	<p>Criteria: ability to provide examples of forms of organizational culture change</p> <p>Form of Assessment : Participatory Activities, Practice/Performance</p>	lectures and discussions 2 X 50		<p>Material: Organizational Culture: Elements of organizational culture, Characteristics of organizational culture</p> <p>Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	10%
15	organizational culture change	understanding of organizational culture change material	<p>Criteria: ability to provide examples of forms of organizational culture change</p> <p>Form of Assessment : Participatory Activities, Practice/Performance</p>	lectures and discussions 2 X 50		<p>Material: Organizational Culture: Elements of organizational culture, Characteristics of organizational culture</p> <p>Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	10%
16	Survey presentation at the agency regarding organizational culture as a UAS	Presenting survey reports prepared systematically	<p>Criteria: The prepared report was presented at the 16th meeting as UAS</p> <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	Presentation, questions and answers 2 X 50		<p>Material: Organizational Culture: Elements of organizational culture, Characteristics of organizational culture</p> <p>Reference: <i>Utami, Dian Arlupi.2021.Implementation of Corporate and Organizational Culture.Medan: Pena Pusaka</i></p>	10%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	39.5%
2.	Project Results Assessment / Product Assessment	25%
3.	Portfolio Assessment	5.5%
4.	Practice / Performance	10%
5.	Test	20%
		100%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** abilities in the process and student learning outcomes are specific and measurable statements that identify the abilities or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.
- Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
- Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.

