

Organizational Behavior
PSYC 5325 Section 001 - Fall 2013
Wednesday 2:00 pm – 4:50 pm
Life Science Building Room 420 (LS 420)

Instructor: Nicolette P. Lopez, Ph.D.
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Office Hours: Tuesday 10am to 11am or by appointment

Course Content

This is a general overview course designed for graduate students with interests in I/O psychology. The course is designed to provide an intensive survey of topics relating to the study of organizational psychology. Some of the topics that will be covered include organizational development and change, leadership, teams, and organizational climate and culture. The structure of class sessions will be directed discussion. Students are expected to attend class prepared for discussion and interaction.

Learning Outcomes

Each week will be devoted to a particular topic. Successful completion of this course will require students to: a) learn and become familiar with each topic's basic concepts and theories; b) learn and understand how to apply those concepts and theories in the workplace; and c) develop and refine the knowledge and skills to function more effectively in today's organizations. Specific learning outcomes include:

1. Understand the forces that have shaped current research and practice in organizational psychology.
2. Be proficient in critically assessing psychological theory and research.
3. Be knowledgeable of the theoretical approaches of each major topic area.
4. Become exposed to the various methodologies used to study each topic area.
5. Gain experience in presenting and discussing material.
6. Synthesize material to demonstrate the ability to make connections among the various topics.
7. Develop the ability to translate technical information into useable applications.

Course Materials

This course will utilize articles to help guide our class discussion. A list of the required readings and the articles can be accessed on Blackboard.

Attendance

Attendance is mandatory and **promptness** is expected. Participation points will be deducted for unexcused absences and late arrivals (late = anytime after 2:00 pm on a regularly scheduled class day). The instructor reserves the right to deny entrance into the class if students are late. The instructor also reserves the right to remove any student that disrupts the learning process.

Participation

Each student brings to the class knowledge and experience in different areas, and I expect every student to actively contribute to the class discussion. **This cannot be accomplished without having read the assigned materials in advance of class sessions.** In part, your class participation grade is based on you coming to class prepared to ask questions, make comments, and constructively contribute to class discussions. Voluntary participation on your part is certainly preferred; however, your participation will be actively "encouraged" by me, if necessary. **Always be prepared for discussion.**

I will be continually evaluating the **quality** and **frequency** of your contributions. Students will receive ten (10) points per class for actively contributing **relevant** information to the class discussion. Students will

receive five (5) points per class for minimal participation (e.g., speaking once during a three-hour class period). Students will receive zero (0) points per class for no participation.

Summary Paper and Presentation

Students will be required to locate one journal article that focuses on the topic of discussion for the week. Your assigned topic (and presentation date) will be provided to you on the first day of class. Only one article is required.

Articles **must** be chosen from scholarly sources **only**. Periodicals and trade magazines are not acceptable for this assignment. To give you an idea, a (non-exhaustive) list of scholarly vs. non-scholarly sources is on Blackboard. These sources can be accessed through the UT Arlington library databases. The library databases contain a myriad of acceptable scholarly sources; however, students should check with the instructor prior to utilizing an article from any journal not included on the scholarly list to ensure the journal is suitable. Students should choose an article that they understand both conceptually and statistically. The article should be recent (within the last 5-7 years). Articles that integrate previously discussed topics are strongly encouraged.

The journal article must be e-mailed to the instructor by Friday, September, 6th at 5:00 pm. Points will be deducted for articles received late (Late = anytime after Friday, September, 6th at 5:00 pm). Distributing hard copies of the journal article is not necessary. I will compile everyone's articles into a .zip file and upload them onto Blackboard. I will also include a list of when each article will be presented and by whom.

Students will write and present a summary of his / her chosen article. The paper will be 8-10 pages in length, double-spaced (not including references or separate title page) and will contain:

- A **brief** summary of the article (Note the word "brief." In other words, the majority of your summary **should not** be a regurgitation of the article.)
- An explanation about why the article was chosen and how it relates to the week's topic
- A description of how the article relates to the week's focal article
- A description of how the article relates to other topics
- A section that describes if the article's focus is more scientist or practitioner-oriented
- An opinion section that describes how knowing this information will enrich our class discussion
- Thorough and accurate information (content, APA-style, etc.)
- Clear, concise, relevant, and **well-organized** information
- The use of proper grammar, spelling, and punctuation

The summary paper must be e-mailed to the instructor by the Monday prior to your assigned presentation date. Points will be deducted for summary papers received late (Late = anytime after the Monday prior to your assigned presentation date).

Students will give a **15 to 20 minute** presentation (**no PPTs**) which will be assessed on the student's:

- Ability to verbally present and clearly articulate the summary
- Ability to professionally answer questions and / or defend your position

Once the speaker is finished with his / her presentation, audience members will be required to actively participate by commenting on the information presented. This is a **course requirement** that will count toward your Individual Participation grade (see below). Participation can be in the form of (1) questions about or reactions to the presentation / topic, (2) opinions about your attitude towards the topic, (3) comments about the potential connections among topics and / or focal article, and / or (4) insights about how to apply the information on the job. It should be evident that this kind of participation can only be accomplished by having read all of the articles in advance of all of the presentations. I will be actively monitoring your contributions in terms of quality, relevance, and thoughtfulness.

Business Case for Change: Report and Presentation

This is a group project comprising of several requirements:

1. Your group will act as internal consultants and prepare and present a business case for change to the “board of directors.”
2. The board of directors will prepare for the presentation by developing a set of questions that address the proposed change.
3. Consultants are required to convince the board of the need for the change.

Specific instructions regarding this project will be provided on the first day of class.

Exams

There will be no examinations (i.e., tests, midterms or finals) in this course.

Evaluation

Three main components will be considered in calculating final grades. The three components apply to your final grade as follows:

- | | |
|-----------------------------------|---------------------|
| 1. Individual Participation* | 30 % of final grade |
| 2. Summary Paper and Presentation | 20 % of final grade |
| 3. Business Case for Change: | |
| o Consultant | 30 % of final grade |
| o Board Member | 20 % of final grade |

*Individual Participation includes (but may not be limited to) prompt and regular attendance, actively contributing to class discussion, satisfactorily addressing instructor questions, participating as an active audience member, etc.

An “A” is not a guarantee in this class; it must be earned by the student.

The course grades will be assigned as follows:

A	90 – 100 %
B	80 – 89 %
C	70 – 79 %
D	60 – 69 %
F	0 – 59 %

Library Information

Suzanne Beckett is the Psychology Librarian. She can be reached at (817) 272-0923, and by e-mail at sbeckett@uta.edu. You will find useful research information for psychology at <http://libguides.uta.edu/psychology>.

Drop Policy

Students who drop this course must do so in accordance with The University of Texas at Arlington drop policy (students may drop classes through self-service in MyMav from the beginning of the registration period through the late registration period). After the late registration period, students must see their academic advisor to drop a class or withdraw. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. Students will not be automatically dropped for non-attendance. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wwweb.uta.edu/aao/fao/>)

Student Support Services

The University supports a variety of student success programs to help you connect with the University and achieve academic success. They include learning assistance, developmental education, advising and mentoring, admission and transition, and federally funded programs. Students requiring assistance academically, personally, or socially should contact the Office of Student Success at (817) 272-7232 or Counseling Services at (817) 272-3671 for more information and appropriate referrals.

Final Review Week

November 26, 2013 to December 3, 2013 has been designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Americans with Disabilities Act

The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Academic Integrity

This instructor expects students to maintain high standards of academic integrity. Academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form at The University of Texas at Arlington. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Series 50101, Section 2.2)

Any student who is found to have committed ANY act of academic or scholastic dishonesty in relation to the assignments and requirements of this course will automatically receive a failing grade. The failing grade for the course will be in addition to any University or Departmental sanctions including dismissal from the Program.

As part of this course's requirements, you *must* complete and pass the online Plagiarism Tutorial. The tutorial can be accessed at <http://library.uta.edu/plagiarism/index.html>. Please e-mail the results to the instructor prior to class on or before September 4, 2013. You will not receive points for the successful completion of the tutorial; however, **failure to complete the tutorial by the deadline will result in an automatic reduction of 25 participation points.**

Student Feedback Survey

At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

Emergency Exit Procedures

Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit which is located at the first door on the right after exiting the classroom (leading to the stairwell). When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

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Tentative Schedule of Topics
(subject to change)

Date	Topic	Assignments Due
8/28	Introduction Overview of Organizational Psychology	
9/04	Organizational Change and Development	Plagiarism tutorial
9/11	Training and Development (ASTD)	
9/18	Job Design	Organizational demographic summary and change topic
9/25	Organizational Climate and Culture	
10/02	Workplace Health	
10/09	Organizational Responsibility / Ethics	
10/16	Power, Influence, Politics	
10/23	Leadership Part1 (ASTD)	
10/30	Leadership Part 2	
11/06	Work Teams	Questions from the Board
11/13	Cultural Diversity (ASTD)	
11/20	Global Considerations in the Workplace	
11/27	Presentations	Change report & binders
12/04	Presentations	
12/11	Presentations	