PSYC 5325: Organizational Behavior
Online synchronous format, Fall 2020

Instructor Information

Instructor
Nicolette P Hass, Ph.D.

Campus Office Number
Life Science Building Room 308

Office Telephone Number
(817) 272-5480

Email Address
nphass@uta.edu (The best way to contact me is by email)

Faculty Profile
https://mentis.uta.edu/explore/profile/nicolette-hass

Office Hours
Thursdays 11:00 a.m. to 1:00 p.m.

Course Information

Section Information
PSYC 5325-001

Time and Place of Class Meetings
This is an online synchronous class, meaning that it will be conducted 100% online with live weekly sessions held every Wednesday from 2:00 p.m. to 4:50 p.m. Class will begin on August 26, 2020 and end on December 16, 2020.

Description of 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.

Student 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. Articulate and critically assess the current research and practice in organizational psychology.
  2. Identify the theoretical approaches related to each major topic area.
  3. Interpret the various methodologies used to study each topic area.
  4. Give examples of, describe, and explain the connections among the various topics.
  5. Translate technical information and psychological principles into useable applications for practitioners.
  6. Communicate and interact with field professionals.
Required Textbooks and Other Course Materials
- Additional readings, as required.

Descriptions of Major Assignments
There will be one major paper that students will work on throughout the semester. Additionally, a variety of activities and assignments will be given during class time (e.g., see below under Grading Information). Detailed instructions about course assignments will be communicated on the first day of class. Written instructions will be posted on Canvas and Teams, as dictated by the needs of the assignments. There will be no exams in this course.

Technology Requirements
Live lectures will take place in Microsoft Teams. You may join via browser, but it is recommended to download Teams and join with the program. To join a Teams meeting, view these Join a Meeting Instructions. Other tutorials you may find helpful:

- Using video in Microsoft Teams
- Change your video background
- Share content
- Raise your hand
- Manage audio settings

Please consider a test run of your audio and video capabilities. If your computer does not have an embedded camera, you will need a webcam for video presentations.

Grading Information

Grading
Grades will be computed as follows:
- Participation* 40% of final grade
- Intervention activity 20% of final grade
- Case study analysis 10% of final grade
- Organizational change and development paper 30% of final grade

*Participation
Each student brings to the class knowledge and experience in different areas; thus, I expect and look forward to active contribution by every student. Clearly 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. Specific participative actions include but are not limited to attendance, group and individual class activities, contributing to class discussion, satisfactorily addressing instructor questions, interacting with guest speakers, participating in Q&A, etc.

Attendance
At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator of student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this course, attendance is mandatory and promptness is expected. Participation points will be deducted for unexcused absences and late arrivals (late = any time after 2:00 p.m. on a regularly scheduled class day). However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading
process. Specifically, when assigning a student a grade of F, faculty report must the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients.

**Grade Grievances**
Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog (see Graduate Grading Policies; Student Complaints). Refer to the current psychology department’s Graduate Student Handbook for policies related to grade grievances.

**Course Schedule**
A detailed course schedule including topics, required readings, class activities, etc. will be provided on the first day of class.

**Additional Course Information**

**Communication**
When communicating with faculty members and other professionals, all students are expected to communicate in a professional and formal manner regardless of the media (phone, e-mail, face-to-face, etc.). This includes addressing one’s audience using his/her proper title, using proper grammar, and using proper spelling. How one delivers a message is often as important as the message itself. Thus, I expect students to communicate professionally when communicating with me. This includes, but is not limited to, using proper greetings and an appropriate tone. Communications deemed inappropriate will not receive a response.

**Electronic Mail**
UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact University-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for regularly checking the inbox. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at [http://www.uta.edu/oit/cs/email/mavmail.php](http://www.uta.edu/oit/cs/email/mavmail.php).

This instructor will use your UT Arlington student e-mail account for official communication regarding this course. Class announcements will also be posted on the Canvas system. I will respond to emails and other messages within 24-48 hours, except for weekends and holidays. My expectation is that you will also respond promptly to my emails.

**Institution Information**

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional Information](https://resources.uta.edu/provost/course-related-info/institutional-policies.php) page which includes the following policies among others:

- Drop Policy
- Disability Accommodations
- Title IX Policy
- Academic Integrity
- Student Feedback Survey
- Final Exam Schedule

**Mandatory Face Covering Policy**
All students and instructional staff are required to wear facial coverings while they are on campus, inside buildings and classrooms. Students that fail to comply with the facial covering requirement will be asked to leave the class session. If students need masks, they may obtain them at the Central Library, the E.H. Hereford University Center’s front desk or in their department. Students who refuse to wear a facial covering in class will be asked to leave the session by the instructor, and, if the student refuses to leave, they may be reported to UTA’s Office of Student Conduct.

**Student Success Programs**

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring by appointment, drop-in tutoring, etutoring, supplemental instruction, mentoring (time management, study skills, etc.), success coaching, TRIO Student Support Services, and student success workshops. For additional information, please email resources@uta.edu, or view the Maverick Resources website.

**The IDEAS Center (2nd Floor of Central Library)**

FREE tutoring and mentoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

**The English Writing Center (411LIBR)**

The Writing Center offers FREE tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at the Writing Center (https://uta.mywconline.com). Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see Writing Center: OWL for detailed information on all our programs and services.

**Library Information**

**Librarian to Contact**

Andy Herzog Laura N. Haygood is the librarian assigned specifically to assist students and faculty in the Psychology department. She can be reached at laura.haygood@uta.edu amherzog@uta.edu. You will find useful research information for psychology at http://libguides.uta.edu/psychology.

**Research or General Library Help**

Ask for Help

- Academic Plaza Consultation Services (library.uta.edu/academic-plaza)
- Ask Us (ask.uta.edu/)
- Research Coaches (http://libguides.uta.edu/researchcoach)

Resources

- Library Tutorials (library.uta.edu/how-to)
- Subject and Course Research Guides (libguides.uta.edu)
- Librarians by Subject (library.uta.edu/subject-librarians)
- A to Z List of Library Databases (libguides.uta.edu/az.php)
- Course Reserves (https://uta.summon.serialssolutions.com/#!/course_reserves)
- Study Room Reservations (openroom.uta.edu/)

**Emergency Phone Numbers**

In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. Non-emergency number 817-272-3381

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