I. Locator Information:

Instructor: Dr. Viviette Allen  
Course No. and Name: PSYC 350-01  I/O Psychology (CRN: 2816)  
Office Location: NERC 225  
Office hours: MWF (1:00-1:50 PM) & MW (3:00-5:30 PM)  
Office Phone: (910) 672-1435  
Semester Credit Hours: Three (3)  
Days and Time Class Meets: MWF (11:00-11:50 PM) NERC 230  
Email address: vallen@uncfsu.edu

FSU Policy on Electronic Mail: Fayetteville State University provides to each student, free of charge, an electronic mail account (username@broncos.uncfsu.edu) that is easily accessible via the Internet. The university has established FSU email as the primary mode of correspondence between university officials and enrolled students. Information from FSU or FSU students pertaining to academic records, grades, bills, financial aid, and other matters of a confidential nature must be submitted via FSU email. The student is responsible for ensuring the mailbox remains available to receive notifications. FSU is not responsible for issues related to notifications that are not deliverable due to full mailboxes. Inquiries or requests from personal email accounts are not assured a response. 

Rules and regulations governing the use of FSU email may be found at http://www.uncfsu.edu/PDFs/EmailPolicyFinal.pdf

II. Course Description:

PSYC 350 is a study of psychological factors influencing performance in work settings, especially group processes, employee motivation, leadership, selection, and training, with additional emphasis on the analysis and design of jobs and organizations.  Prerequisite: General Psychology

III. Student Disability Services:

In accordance with Section 504 of the 1973 Rehabilitation Act and the Americans with Disabilities Act (ACA) of 1990, if you have a disability or think you have a disability to please contact the Center for Personal Development in the Spaulding Building, Room 155 (1st Floor); 910-672-1203.

IV. Title IX – Sexual Misconduct:

Fayetteville State University (University) is committed to fostering a safe campus environment where sexual misconduct — including sexual harassment, domestic and dating violence, sexual assault, and stalking - is unacceptable and is not tolerated. The University encourages students who may have experienced sexual misconduct to speak with someone at the University so that the University can provide the support that is needed and respond appropriately. The Sexual Misconduct policy can be found at the following link: http://www.uncfsu.edu/Documents/Policy/students/SexualMisconduct.pdf

Consulting with a Health Care Professional - A student who wishes to confidentially speak about an incident of sexual misconduct should contact either of the following individuals who are required to maintain confidentiality:

Ms. Pamela C. Fisher  
Licensed Professional Counselor  
Spaulding Building, Room 165  
(910) 672-1387  
psmith@uncfsu.edu

Ms. Linda Melvin  
Director, Student Health Services  
Spaulding Building, Room 121  
(910) 672-1454  
lmelvi10@uncfsu.edu
Reporting an Incident of Sexual Misconduct - The University encourages students to report incidents of sexual misconduct. A student who wishes to report sexual misconduct or has questions about University policies and procedures regarding sexual misconduct should contact the following individual:

Ms. Victoria Ratliff  
Deputy Title IX Coordinator for Students  
Spaulding Building, Room 155  
(910) 672-1222  
vratliff@uncfsu.edu

Unlike the Licensed Professional Counselor or the Director of Student Health Services, the Deputy Title IX Coordinator is legally obligated to investigate reports of sexual misconduct, and therefore cannot guarantee confidentiality, but a request for confidentiality will be considered and respected to the extent possible.

Students are also encouraged to report incidents of sexual misconduct to the University’s Police and Public Safety Department at (910) 672-1911.

V. Textbook:


Students are expected to own or have on full semester loan a copy of the Required Textbook and are required to read ALL assigned readings by the dates specified on the course schedule. For assignments and classroom participation, additional reading and research from books, periodicals, and/or online academic sources will be necessary.

Recommended Websites:
www.apa.org  www.apastyle.org  www.mentalweb.com  

VI. Student Learning Outcomes:

Core Learning Objective/Outcome: Scientific Literacy—Social Sciences  
Auxiliary Core Learning Objective/Outcome: Reasoning Skills-Critical Thinking

Upon the successful completion of PSYC 350, as evidenced by at least average performance on (a) examinations, (b) writing assignments, and (c) participation that demonstrates abstract reasoning and critical thinking skills, students will have acquired the following competencies:

1. Identify, define, describe, and reflect upon basic content knowledge, theory, and ethical principles in Industrial/Organizational psychology.

2. Demonstrate knowledge of primary scientific methods, paradigms, assessment, and findings related to understanding Industrial/Organizational psychology.

3. Discuss and demonstrate understanding of the influences of diversity, sociocultural and economic status, and gender in the workplace.

4. Demonstrate a basic understanding, define and discuss motivation, satisfaction, and stress as they relate to Industrial/Organizational psychology.

5. Identify, discuss, and reflect upon reasoning, decision making, and assessment, and compensation as they
relate to Industrial/Organizational psychology.

6. Demonstrate understanding of theory and empirical findings related to leadership.

7. Discuss and explore the influences of global, socioeconomic status, and/or social environments as they relate to Industrial/Organizational psychology.

VII. Course Requirements and Evaluation Criteria:

Grading Scale:

A = 100-92%
B = 91-83%
C = 82-73%
D = 72-64%
F = Below 63% (Academic Failure)
FN= Failure due to non-attendance

Interim Grades (Advisory or Warning):  X= Non-attendance  EA= Excessive Absences

A= Exceeds Standards (500—454 / 75-69 / 50—46)
B= Above Standard (453—411 / 68-62 / 45—40)
C= Standard (410—361 / 61-54 / 39—36)
D= Below Standard (360—316 / 53-48 / 35—31)
F= Academic Failure to Meet Standards (315— / 47— / 30— or below)

Graded Assignments:

EXAMINATION/ ASSIGNMENT/ PARTICIPATION POINT VALUES

Examinations 4 @ 75 Points each 300 Points
Written Research Activity Assignment 2 @ 75 Points 150 Points
Participation/Attendance 50 Points
TOTAL POINTS 500 Points

Examinations: In this course, there will be four (4) in-class essay and/or short answer examinations. They test scientific literacy such as: content information, reasoning and critical thinking skills, and written communication skills, recall, recognition, understanding, analysis, and application of information from lectures, discussion, textbook, and classroom activities.

Quizzes: Unscheduled quizzes may be administered as viewed necessary by the instructor to enhance class preparation and participation.

Written Research Activity Assignment:

In this course there will be (2) written in-class Research Activity Assignments that will require students to read an article from an academic journal and compose a written summary (additional Assignment Guidelines and materials will be provided in class).

IMPORTANT NOTES:

Academic integrity is required.

Any form of academic dishonesty will result in an assignment grade of zero (0).
SEE FSU policy on “Dishonesty in Academic Affairs,” as these policies will be strictly followed.

Students are not permitted to leave the classroom during testing except in unforeseen emergencies. No use of electronic devices, notes, books, or any other materials (unless specified by the instructor) will be permitted during examinations or written research assignments.

Examinations and Written Research Assignments will be offered only on the date scheduled.

**Policy on Missed or Late Assignments:**

Acceptance of late assignments is up to the discretion of the instructor. No assignments will be accepted on or after the final day of class. Assignments are due at the beginning of the class period.

As a general rule, NO MAKEUP examinations or assignments will be given and all late assignments may be given point reductions. An excused absence does not guarantee that the student will be permitted to take an examination at an earlier alternative time. The instructor will determine if and when alternative arrangements may be made. It is the student’s responsibility to notify the instructor immediately and to request approval for any possible alternative arrangements to take an examination should an unforeseeable and unpreventable emergency situation arise (such as personal hospitalization—family illness or transportation problems generally are not viewed sufficient reasons).

**Participation and Attendance:**

Classroom participation involves being present, paying attention, taking notes, participating in discussion, responding to questions, and showing good conduct. Points will be deducted for absenteeism and disruptive behavior.

The successful student must have excellent attendance and personal conduct. Students are required to arrive on time and to remain in class until dismissed by the instructor. If a student arrives late (after roll call), it is the student’s responsibility to inform the instructor of his/her presence at the end of class on that same day or be considered absent. Students must be present for ALL in class assignments and examinations.

Class attendance alone does not guarantee a maximal learning experience or superior grades. Participation, to include reading, review, study, and thought PRIOR to class is essential for success in this course. Students are expected to take notes during class and to participate in class discussion, projects, and activities in a meaningful, intellectual, respectful, and appropriate manner. Students must demonstrate evidence of reasoning and critical thinking skills.

During the first half of the semester, students whose class absences exceed 10% of the total expected hours of attendance will receive an interim grade of EA. Students with an EA interim grade must make the decision to either withdraw from the course or resume attendance. If a student resumes attendance, it will be the student’s responsibility to learn information from missed lectures and reading assignments. See policy on missed or late assignments.

Policy on Telephone, Beepers, Pagers, Alarms, Devices, Headphones, Electronics, Taping, and Recording:

It is the student’s responsibility to avoid classroom disruptions and disturbances. Unless the student can present valid medical documentation for exception the following rules will be enforced. No texting will be allowed. No telephone calls are to be made or taken in class. All electronics, telephones, beepers, pagers, alarms, and entertainment devices are to be turned off prior to the student’s entrance into the classroom.

No audio or video recording will be permitted except by prior approval of the instructor. Students are encouraged to use attention, study, and note taking skills to retain information and to enhance learning. Note sharing is discouraged, in that first hand participation is essential for maximal learning experiences.
Policy on Integrity, Good Conduct, and Disruptive Behavior in Academic Affairs:

Acts of dishonesty and disruption are prohibited at Fayetteville State University:

According to the FSU Undergraduate Catalog, “acts of dishonesty in any work constitute academic misconduct. Such acts include cheating, plagiarism, misrepresentation, fabrication of information, and abetting any of the above.” See the FSU Code of Student Conduct Handbook for the disciplinary system for academic misconduct. Students are required to show good etiquette, respect, and self control in their conduct. The Code of the University of North Carolina (of which FSU is a constituent institution) and the FSU Code of Student Conduct affirm that all students have the right to receive instruction without interference from other students who disrupt classes.

FSU Core Curriculum Learning Outcome under Ethics and Civic Engagement (6.03): All students will “prepare themselves for responsible citizenship by fulfilling roles and responsibilities associated with membership in various organizations.” Each classroom is a mini-community. Students learn and demonstrate responsible citizenship by abiding by the rules of classroom behavior and respecting the rights all members of the class.

Disruptive Behavior: Students who repeat behavior that has been identified by university policy or the instructor as unacceptable or disruptive will have one (1) point subtracted from their Attendance Participation/Conduct score (for each incident).

Persistent or severely disruptive behavior will be referred to the office of the Dean of Students, Division of Academic Affairs, or Campus Police for further attention.

The FSU Policy on Disruptive Behavior (see FSU website and student catalog for the complete policy) identifies the following behaviors as disruptive:

- Failure to respect the rights of the instructor and other students to express their point of view by behaviors such as repeatedly interrupting others, use of profanity and/or disrespectful names or labels for others, ridiculing others for their point of view or background and other similar behaviors
- Excessive or disruptive talking while the instructor or other students present information or express a point of view
- Use of cell phones and other electronic devices
- Overt inattentiveness (sleeping, reading newspapers)
- Eating in class (except as permitted by the faculty member)
- Threats or statements that jeopardize the safety of the student and others
- Failure to follow reasonable requests of faculty members
- Entering class late or leaving class early on regular basis
- Others as specified by the instructor

The instructor may take the following actions in response to disruptive behavior. Students should recognize that refusing to comply with reasonable requests from the faculty member is another incidence of disruptive behavior.

- Direct student(s) to cease disruptive behavior
- Direct student(s) to change seating locations
- Require student(s) to have individual conference with faculty member; at this meeting the faculty member will explain the consequences of continued disruptive behavior
- Dismiss class for the remainder of the period (must be reported to department chairperson)
- Lower the student’s final exam by a maximum of one-letter grade
- File a complaint with the Dean of Students for more severe disciplinary action
- Call Law Enforcement in severe or emergency circumstances

NOTE: Students who believe the faculty member has unfairly applied the policy to them may make an appeal with the faculty member’s department chairperson.
See FSU Catalog for additional information on attendance, grading, and conduct policies.

Warning about Course Withdrawals:

When you withdraw from a class, you are wasting your money and time. Withdrawals slow your progress toward degree completion and can alter your eligibility for financial aid. STRIVE TO EARN CREDIT FOR ALL THE CLASSES IN WHICH YOU ENROLL; WITHDRAW FROM CLASSES ONLY WHEN IT IS ABSOLUTELY NECESSARY.

VIII. Academic Support Resources:

Fayetteville State University offers several resources for academic and personal supports to enhance student success. Please consult the FSU Student Handbook, the Office Academic Affairs, the University College Learning Center, and the FSU home page for additional tutorials, learning enhancements, advisement, and counseling resources. University College Learning Center
http://www.uncfsu.edu/univcoll/index.htm Phone: 910.672.1060 for tutorials and guidance.

Division of Student Affairs, Services for Students with Disabilities
http://www.uncfsu.edu/studentaffairs/CFPD/cfpdservices.htm Phone: 910.672.1222.
IX. Course Outline and Assignment Schedule:

COURSE OUTLINE AND ASSIGNMENT SCHEDULE (350)

UNIT 1
1) Orientation/Introduction
   Assignment: Read Textbook Chapter 1.
2) Job Analysis and Evaluation
   Assignment: Read Textbook Chapter 2.
3) Legal Issues in Employee Selection
   Assignment: Read Textbook Chapter 3.

Exam 1—February 4, 2015

UNIT 2
4) Recruiting and Interviewing
   Assignment: Read Textbook Chapter 4.
5) References and Testing
   Assignment: Read Textbook Chapter 5.
6) Section Techniques and Decisions
   Assignment: Read Textbook Chapter 6.

Written Research Activity Assignment 1 — February 20, 2015

UNIT 3
7) Employee Performance
   Assignment: Read Textbook, Chapters 7.
8) Training
   Assignment: Read Textbook, Chapter 8.
9) Motivation
   Assignment: Read Textbook, Chapter 9.
10) Satisfaction and Commitment
    Assignment: Read Textbook, Chapters 10.

Exam 2—March 4, 2015
Midterm Break: March 7-14, 2015

UNIT 4
11) Organizational Communication
    Assignment: Read Textbook, Chapter 11.
12) Leadership
    Assignment: Read Textbook Chapter 12.
13) Groups, Teams, Conflict
    Assignment: Read Textbook, Chapters 13.

Written Research Activity Assignment 2 — April 1, 2015
Exam 3—April 8, 2015

UNIT 5
14) Organization Development
    Assignment: Read Textbook, Chapter 14.
15) Stress/Working Conditions
    Assignment: Read Textbook, Chapter 15 & Appendix.

Exam 4—May 4, 2015 (10:00 AM)

You work that you may keep pace with the earth and the soul of the earth. For to be idle is to become a stranger unto the seasons, and to be out of step of Life’s procession, that marches in majesty and proud submission towards the infinite. Kahlil Gibran

PLEASE NOTE THAT THIS SYLLABUS AND THE SCHEDULES CONTAINED HEREIN ARE SUBJECT TO CHANGE

X. Teaching Strategies:

This course will be taught using primarily a lecture and discussion format. To create a learning climate designed to facilitate diverse learning styles, this course will employ multi-modal approaches to instruction to include demonstrations, assignments, and guided debates. Active and attentive student participation will be emphasized. Assessment will be based on both written and verbal displays of mastery.
XI. Bibliography:


