

01:830:373:01

Organizational and Personnel

Psychology

Fall, 2016

Meets T & Th 3:20-4:40

in Tillett 111

Dr. John R. Aiello

Tillett 621, Tel: 848-445-2592

Office Hrs: Th 2-3:10 & BA

E-Mail: Jack.Aiello@gmail.com

Web site: <http://www.rci.rutgers.edu/~jraiello>

(Schedule below subject to change.

Check class sakai site for changes.)

Course Syllabus and Requirements

Required Text:

Riggio, R.E. (2013). *Introduction to Industrial/ Organizational Psychology. 6th edition.* Upper Saddle River, NJ: Pearson Prentice Hall.

Course Grading:

45% of your course grade will be determined by your performance on the 3 Quizzes (15 points each). The other 55% will be earned as a function of your individual and team reports and individual attendance/class participation/performance (55 points).

Attendance/Class Participation:

Because this is an involvement learning course, lack of participation (including absence) deprives other students (especially those on your team) of your potential contributions. Points toward your final course grade will be awarded for each class period and outside meeting that you attend/participate with your group and for which you are prepared (1/2 the points if you are late or have to leave before the end of the Team meeting). The remaining portion of your grade will be generated by your active involvement in our sessions and your Team's presentations (especially the one scheduled for 11/29 & 12/1).

Optional Term Paper:

A typed paper of approximately 5-15 pages will be due in your drop box by **11/15**. The assignment will be to apply course concepts to the interactions of your team. Papers will be graded upon the ability to make **extensive** application of theories and concepts (i.e., to show how course concepts apply) to your group's interactions. Written instructions and guidance for writing the paper and keeping a journal are contained on our sakai site and will be further discussed in class. Keeping a course journal will greatly enhance your writing the paper. **Papers will not be accepted after 11/15.**

Quizzes:

Because of class size, the quizzes will each consist of approximately 50 multiple choice questions drawn primarily from the textbook and my lectures/our discussions (see our sakai site for sample questions).

Bonus Points:

Bonus points toward the quizzes will be awarded as a result of your and your Team's activities and will be further described in class. There will be four types of bonus point assignments: **Application Assignments, Threaded Discussions, extra journals**, and individual/group opportunities. The first type of bonus point activity is the **Application Assignment**. **Application Assignments** (3) are questions that are meant to help you draw from your experience and further apply course material to your group experience. To get

full credit you must respond to the questions in paragraph form and directly relate the questions to your group. Threaded Discussions require that you answer the question(s) posed and then respond to at least 2 of your class mates. **Application Assignments, Threaded Discussions, and Journals** typically will be due one week after they are assigned. The fourth type of bonus point assignment is individual/group opportunities. These will be presented and explained in class.

Note: While it is encouraged to include examples from outside of class for your **application assignment**, you **MUST** include examples from your class Team work.

Additional Note:

Assignments are to be completed prior to coming to the sessions for which they are listed. Feel free to read ahead in the text.

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
T 9/6	Overview of Syllabus, Sakai Site Intro to I/O Psych	----
Th 9/8	Methods of I/O; Roots of I/O; Present and Future of I/O Psych	Ch. 1, 2; SIOP extra credit open; I/O Article open (both due by Oct. 4)
T 9/13	<u>Activity 2-1 Org. Dialoguing</u> <u>Team assignment</u>	Ch. 1; TD 1; Personal Space video(Aiello Clip); Harpers Magazine article, both due 11/1
Th 9/15	Activity 1-2 and Activity 2-3 Group 2-3 Report;	Prepare Act. 1-2, Task 1; Application Assignment (a.k.a. App. As.) #1 Open, Due 9/22
T 9/20	Leadership	Submit Required Journal Entry; Ch. 13; Prepare Sit.Leadership In sakai Resources; TD1 due
Th 9/22	Group/Team Processes Read Group Development	(Online lecture to be viewed before class) Ch. 12; App. As. 2 Open, Due 9/29
T 9/27	Complete Activity 4-2 , Task 2, Complete Activity 4-4 , Task 2,	Complete & Submit Task 1 of Act.4-2 & 4-4; Ap.As.3 Open
Th 9/29	Act. 4-2, 4-4 Debrief; Job Analysis	Ch. 3; Corner Office Reading; Job Analysis Bonus open
T 10/4	Communication: Act. 12-1	Ch. 11; Prepare Act. 12-1 , Task 1; 50 questions; Bring notes to class; "Most Inappropriate;" App. As. 3 Open, Due 10/11 Review for Quiz # 1
Th 10/6	Quiz #1	Ch.1,2,3,11,12,& 13, Sit.L, Group Dev.,Corner Office,Sun- day(Goog),Most Inap.(emphasized)

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
T 10/11	Employee Screening and Selection Indiv. Difs.& Assessment	Ch.4 & 5; Complete 5 Factor Scale (print & bring to class) http://www.personal.psu.edu/j5j/IPIP
Th 10/13 *	Motivation Outside Meeting	Ch. 8; Read Open Systems & Slade Case, Act.10-2 Task 1, 3; Activity 10-3 Task 1; (<u>online</u> lecture on sakai to be viewed <u>before</u> 10/13) Preparation: Case analysis using assigned theoretical perspective (Act. 10-2); then 10-3 using assigned Alternative 1 or 2.
T 10/18	Slade Case Team Reports Evaluating Performance	Prepare, Submit Team 10-2 & 10-3 Ch. 6
Th 10/20	No Class , instead watch " A Class Divided " and submit report	
T 10/25	Training & Development Review for Quiz #2	Ch. 7; TD 2 Opens
Th 10/27	Guest Lecturer Kathi Love, Former CEO, MRI	Read her 6/23 &2 other Blog Posts www.motherwellresources.com/the-crone-in-the-corner-office
T 11/1	Quiz #2	Ch. 4, 5, 6,7,& 8,K.Love Blogs, "Class Divided," 5 Factor, Open Sys.& Slade, Harpers, (emphasized); Optional Paper Open (due 11/15); TD 2 Due
Th 11/3	Positive and Negative Employee Attitudes; Job Satisfaction, Stress	Ch. 9 & 10; (<u>online recorded</u> lectures on Sakai to be viewed before class)
T 11/8	Karen Leary Role Play	Read Karen Leary Case , Submit 1 page Case Notes
Th 11/10	Perception: Team Activity (Dan Dunwoody); Act. 11-1 ; Influence, Power & Politics	Prepare Act. 11-1 , Task 1; Ch. 14; (<u>online</u> lecture to be viewed <u>before</u> class)
T 11/15	Org. Structure, Culture, and Development; Begin Pres. Prep	Ch. 15; Optional Paper Due Read Tips for Successful Pres.
Th 11/17	Activity 15-4 (Team Meeting for Pres.)	Prepare Act.15-4 , Task 1 and Team Presentation
T 11/22	Team Meeting Preparation For Presentation continued	Rehearse, rehearse, rehearse
Th 11/24	Have a Great Thanksgiving!	Yum!

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
T 11/29	1) Team Presentations Teams 1, 2, & 3	All Teams <u>must</u> submit Act. 15-4 (Climate Attribute Scales), Overview, & Overheads/Slides by 11/29
Th 12/1	2) Team Presentations Teams 4, 5, 6 & 7	
T 12/6	Presentation Debriefing And Feedback Session; Review for Quiz #3	Review Instructor/class Feedback <u>Submit 1 page Team Report</u> Summarizing Debriefing/Feedback Session
Th 12/8	Quiz #3	Ch. 9, 10, 14,& 15(emphasized)
Tu 12/13	Activity 15-6	Final Team/Class Meeting