

PSYC 3301: Psychology of Human Relations

Fall 2024

Instructor Information

Instructor

Susan Eddlemon, M.A.

Office Number

LS 505 (located in the Life Sciences Building)

Email Address

susan.eddlemon@uta.edu

Faculty Profile

To be added at a later date.

Office Hours

By appointment – e-mail me at susan.eddlemon@uta.edu

Course Information

Section Information

PSYC 3301-001

Time and Place of Class Meetings

Life Sciences Building, Room TBA, T/TH 2:00-3:20 p.m. Classes will be held on campus.

Description of Course Content

Workplace applications of topics including person perception, social influence, group processes and dynamics, interpersonal relations, teamwork, leadership, workplace discrimination, diversity, stress, and burnout.

Student Learning Outcomes

1. Describe a variety of psychological, social, and cultural influences on human behavior.
2. Analyze one's own intrapersonal and interpersonal experiences through the lens of research-based principles of psychology.
3. Use knowledge of diverse cultural norms to communicate effectively in a variety of social and cultural interactions.
4. Use effective communication, listening, and conflict resolution skills that represent intercultural competence in human relations.

Required Textbooks and Other Course Materials

Lamberton, et al (2022) *Human Relations: Strategies for Success*, 7th edition, McGraw Hill, ISBN: 9781260681345

Optional for Extra-Credit: *The Intern* (2015)

Descriptions of major assignments and examinations

Exams – you will be required to complete four exams at 100 points each = 400 points. See the Course Schedule for due dates.

Psychology of Human Relations Assignment – you will be required to resolve a work-place dilemma using information presented and learned in this course. Please see the “Assignments” button in Canvas for a more detailed description of requirements as well as the Course Schedule for due date.

Attendance Extra-Credit – there will be eight (8) random classes of which I will take attendance. Attendance will be based upon a completed in-class assignment. 8 classes @ 6 points = 48 points

Extra-Credit – a student may earn up to 50 points for watching the movie *The Intern* (2015) and answering questions that are listed in the “Assignments” button located in Canvas. See the Course Schedule for due date.

Technology Requirements

In order to be successful in this course, you will be required to access Canvas for assignments and exams. Students can access a tutorial regarding Canvas by clicking on the “Get Started” box in the Canvas Homepage.

Grading Information

Grading

Assignments	Points	Totals
Exams	4 @ 100 points each	400 points
Psychology of Human Relations Assignment	1 @ 100 points	100 points
Attendance (Extra-Credit) (There will be 8 classes (<i>randomly selected</i>) of which I will take attendance. Attendance will be calculated based on the submission of an in-class assignment. (8 classes at 6 points each for a total of 48 points.)	8 classes @ 6 points each	48 points
The Intern (Extra-Credit)	1 @ 50 points	50 points

TOTAL: 500 points

- **Note:** Do not necessarily rely on percentages and letter grades provided in Canvas.
 - Those are largely out of my control and may not reflect all calculations.
 - **Your grade is based on the following grading scale:**

Final Grade

Points	Letter Grade
450-500	A
400-449	B
350-399	C
300-349	D
<300	F

Students are expected to keep track of their performance throughout the semester, which Canvas facilitates, and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services” below.

Make-up Exams/Assignments

There are no make-up exams or late assignments accepted. I understand that things happen that might cause a student to miss an exam or miss an assignment: illness, work obligations, emergency travel. However, in order to be fair to all students, there are **NO MAKE UP EXAMS AND NO LATE ASSIGNMENTS ACCEPTED**. If you miss an exam or miss an assignment, you may complete the extra-credit opportunity that can be found under the “Assignments” button in our course in Canvas.

Expectations for Out-of-Class Study

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 6-9 hours per week of their own time in course-related activities, including reading required material, completing discussions, assignments, exams, etc.

Grade Grievances

In attempting to resolve any student grievances regarding grades, it is the student’s obligation first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor’s judgment is final unless compelling evidence shows preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director and then academic dean. However, before considering a grievance, the department chair or program director will refer the issue to a departmental or program committee of faculty. If the student does not find the committee’s decision acceptable, the student may appeal to the academic dean. The decision of the dean is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean.

The dean of the college or school in which a student is enrolled, or the Executive Director of University College if the student has not declared a major, has jurisdiction over the student’s program of study, degree requirements and all other academic matters including grievances. However, students taking a course in a college or school other than the one in which they are primarily registered are subject to the dean of the college or school in which the course is offered concerning the course and academic grievances regarding the course.

Information regarding grievances for matters other than grades is available in the [Student Rights](#) section of the catalog.

For student complaints, see [Student Complaints](#).

Course Schedule

Fall 2024	TUE	THU
Week 1	First Day of Class, Syllabus, and Getting to Know You Exercise 08/20	Chapter One Lecture in Class 08/22
Week 2	Chapter Two Lecture in Class 08/27	Chapter Two Lecture in Class 08/29
Week 3	Chapter Three Lecture in Class 09/03	Chapter Four Lecture in Class 09/05
Week 4	NO CLASS - EXAM ONE (Chapters 1-4) 09/10	Chapter Five Lecture in Class 09/12

Week 5	Chapter Six Lecture in Class 09/17	Chapter Six Lecture in Class 09/19
Week 6	Chapter Seven Lecture in Class 09/24	Chapter Seven Lecture in Class 09/26
Week 7	Chapter Eight Lecture in Class 10/01	Chapter Eight Lecture in Class 10/03
Week 8	NO CLASS - EXAM TWO (Chapters 5-8) 10/08	Chapter Nine Lecture in Class 10/10
Week 9	Chapter Nine Lecture in Class 10/15	Chapter Ten Lecture in Class 10/17
Week 10	Chapter Ten Lecture in Class 10/22	Chapter Eleven Lecture in Class 10/24
Week 11	Chapter Eleven Lecture in Class 10/29	Chapter Twelve Lecture in Class 10/31
Week 12	Chapter Twelve Lecture in Class 11/05	NO CLASS - EXAM THREE (Chapters 9-12) 11/07
Week 13	Chapter Thirteen Lecture in Class 11/12	Chapter Fourteen Lecture in Class 11/14
Week 14	Chapter Fifteen Lecture in Class 11/19	Chapter Fifteen Lecture in Class 11/21
Week 15	NO CLASS – HOLIDAY WEEK 11/26	NO CLASS – HOLIDAY WEEK 11/28
Week 16	Chapter Sixteen Lecture in Class 12/03	NO CLASS - EXAM FOUR (Chapters 13-16) 12/05
Week 17	NO CLASS - Psychology of Human Relations Assignment & Extra-Credit DUE 12/10	

NOTE: *As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Susan C. Eddlemon*

Institutional 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 (<https://resources.uta.edu/provost/course-related-info/institutional-policies.php>) which includes the following policies among others:

- Drop Policy
- Disability Accommodations
- Title IX Policy

- Academic Integrity
- Student Feedback Survey
- Final Exam Schedule

Additional Information

Face Covering Policy

While the use of face coverings on campus is no longer mandatory, all students and instructional staff are strongly encouraged to wear face coverings while they are on campus. This is particularly true inside buildings and within classrooms and labs where social distancing is not possible due to limited space. If a student needs accommodations to ensure social distancing in the classroom due to being at high risk they are encouraged to work directly with the Student Access and Resource Center to assist in these accommodations. 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.

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 section, you are being graded on your attendance (see "Grading Information") as an extra-credit opportunity. 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 note 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.

Emergency Exit Procedures

Should we experience an emergency event that requires evacuation of the building, students should exit the room and move toward the nearest exit, which is directly across from our room. When exiting the building during an emergency, do not take an elevator but use the stairwells instead. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities. [Emergency/Fire Evacuation Procedures](#). Students should also be encouraged to subscribe to the MavAlert system that will send information in case of an emergency to their cell phones or email accounts. Anyone can subscribe at [Emergency Communication System](#).

Academic Success Center

The Academic Success Center (ASC) includes a variety of resources and services to help you maximize your learning and succeed as a student at the University of Texas at Arlington. ASC services include supplemental instruction, peer-led team learning, tutoring, mentoring and TRIO SSS. Academic Success Center services are provided at no additional cost to UTA students. For additional information visit: [Academic Success Center](#). To request disability accommodations for tutoring, please complete this [form](#).

The [IDEAS Center](https://www.uta.edu/ideas/) (https://www.uta.edu/ideas/) (2nd Floor of Central Library) offers **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) (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.

The Library's 2nd floor [Academic Plaza](http://library.uta.edu/academic-plaza) (<http://library.uta.edu/academic-plaza>) offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the [library's hours](#) of operation.

Librarian to Contact

Each academic unit has access to [Librarians by Academic Subject](#) that can assist students with research projects, tutorials on plagiarism and citation references as well as support with databases and course reserves.

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

Library Information

Research or General Library Help

Ask for Help

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

Resources

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