PSYC*7040 - Social Processes in the Workplace
Winter 2024 Course Outline
Section: 01
Credits: 0.50

Land Acknowledgement: Guelph

The University of Guelph resides on the ancestral lands of the Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We recognize the significance of the Dish with One Spoon Covenant to this land and offer respect to our Anishinaabe, Haudenosaunee and Métis neighbours. Today, this gathering place is home to many First Nations, Inuit, and Métis peoples and acknowledging them reminds us of our important connection to this land where we work and learn**.**

Calendar Description

This course examines social processes in the workplace. Topics may include: groups, teams, and intergroup processes; justice; diversity in the workplace; prejudice and discrimination; harassment and unethical behaviour; climate, culture change; and, organizational development.
Restriction(s): Restricted to Psychology students.
Department(s): Department of Psychology

This course examines social processes in the workplace with a particular focus on Indigenization, Equity, Diversity, and Inclusion (IEDI). The primary goal of the course is to introduce you to a range of both classic and contemporary topics in organizational social processes and to understand how group identities affect these processes. Students should leave the course with an understanding of the theoretical and methodological issues in each topic area and an increased ability to critically evaluate, develop, and apply theory research in organizational psychology.

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Lecture Schedule

Tu 2:30pm-5:20pm in MCKN*318 (1/8 to 4/23)

Tu 2:30pm-5:20pm in MCKN*318 (Jan 9 - Apr 2, 2024)

Instructor Information

Leanne Son Hing
Professor
Email: sonhing@uoguelph.ca
Office: MacKinnon Extension rm 3010
Winter 2024 Office Hours:
Office hours Mondays 2-3pm in McKinnon Extension rm 3010 or on Teams

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2Fl%2Fmeetup-join
%2F19%3Ameeting_YTVmZjc2MjYtZDMxMy00ZTBiLWE1NjItM2Q1MTk0NzBhM2Rl%40thread.v2%2F0%3Fcontext%3D%257b
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Learning Resources

Required Resources

All course materials (readings, assignments) will be posted on Courselink: Course link (Website) (https://courselink.uoguelph.ca/)

Campus Resources

If you are concerned about any aspect of your academic program: Make an appointment with a Program Counsellor (https://www.uoguelph.ca/uaic/programcounsellors/) in your degree program or your GPC rep - Harjinder Gill. If you are struggling to succeed academically, there are numerous academic resources offered by the Learning Commons (https://www.lib.uoguelph.ca/using-library/spaces/learning-commons/) including, Supported Learning Groups for a variety of courses, workshops related to time management, taking multiple choice exams, and general study skills.

Course Level Learning Outcomes

1) Depth and Breadth of Understanding: Demonstrates knowledge of key concepts in I-O psychology and integrates that knowledge across disciplinary (e.g., organizational behaviour, organizational sociology) and sub-disciplinary boundaries (e.g., social psychology).

2) Inquiry and Analysis: A systematic process of exploring issues, objects and works in psychology through the collection and analysis of evidence that result in informed conclusions or judgments

3) Creativity: The ability to initiate change and to solve problems with a high degree of innovation, divergent thinking, and risk taking

4) Information Literacy: The ability to know when there is a need for information, where to locate it and the ability to identify the value and differences of potential resources in a variety of formats.

5) Methodological Literacy: The ability to understand, evaluate, and/or design appropriate methodologies for rigorous psychological science. We will focus on the methodological strengths and weaknesses of the work we review. You will propose a study with rigorous methodology.

6) Quantitative Literacy: Includes numeracy, and competence in working with numerical data. You will learn to focus on and interpret findings in papers.

7) Oral Communication: Includes interpersonal skills, oral speaking and active listening during class discussion and for your proposal presentations.

8) Written Communication: The ability to express one's ideas and summarize theory and research through a variety of writing styles. You will write a paper and give each other written feedback.

Schedule of Topics and Assignments

Week of	Topic	Activities	Due:
1/9	Introduction		
1/16	Inequality, Status, Power		
1/23	Aggression	Amara presents	
1/30	Relationships	Jasmine presents	
2/6	Bias and Discrimination	Halah presents	
2/13	Experiences of Marginalized Groups	Rachel presents	
2/20		Winter Break	
2/27	Managing Diversity: IEDI	Tianzi presents	
3/5	Introduction to Leadership	Simran presents	
3/12	Leader-Follower Dynamics	Leon presents	
3/19	Teams	Corey presents	
3/26	Organizational Culture and Climate		
4/2	Organizational Justice	Sally presents	

Teaching and Learning Activities

Weekly Activities

The course is structured as a series of discussions of prescribed readings. The readings are organized around a particular topic area and are intended to provide a common knowledge base from which relevant theoretical, methodological, and practical issues can be addressed.

Class Participation

Throughout the term, you will be evaluated based on your class participation. Students are expected to contribute equally to the discussion. We will thoroughly discuss the readings. Be prepared to discuss the articles in detail, particularly the Method and Results sections. You will also ask other students questions about their presentations.

Students are always expected to attend class unless you are ill (and then you should stay home!). Please email me in this case.

If you find that you are concerned about your class participation (e.g., you find it difficult to break into conversations), you have the option of submitting burning questions before class that will contribute to your class participation.

Proposal Presentations and Peer Feedback

Each student will give a class presentation (15 talk, up to 10 min Q&A) that will consist of a research proposal for topic related to the week's theme. We will pick topics/themes/classes in our first meeting.

You will provide written feedback to your peers in class on their presentations.

Final Paper and Peer Review

You will submit a paper on a topic of your choice (max 9 pages). The paper requires you to create a mini case, analyze the organizations problem(s), and provide recommendations as a consultant. You will submit an initial draft, which will be reviewed by a peer before submitting the final assignment.

Assessment Breakdown

Description	Weighting (%)	Due Date
Class Participation	40%	Weeks 2-12
Proposal Presentation	20%	Weeks 2-12
Written Feedback on Presentations	5%	Weeks 2-12
Complete Draft of Paper	0%	March 28
Written Feedback on Paper	5%	April 3
Final Paper	30%	April 15

Last Day to Drop Course

The final day to drop Winter 2024 courses without academic penalty is the last day of classes: April 08

After this date, a mark will be recorded, whether course work is completed or not (a zero is assigned for missed tests/assignments). This mark will show on the student's transcript and will be calculated into their average.

Course Grading Policies

The Use of AI

Students are permitted to make use of available technological tools, including generative AI tools as supplementary resources in this course. When leveraging these technologies, students are encouraged to critically evaluate the generated content and to integrate it with their own understandings to produce original work.

When using generative AI tools to support the completion of coursework, students are required to submit an appendix to the relevant assignment consisting of: the identification of any tools that were used, an explanation of how the tools were employed, including any prompt(s) used in content generation, and how the AI-generated content was integrated into the submitted coursework.

When using AI tools to improve one's own writing, students must submit drafts of the original work prior to modification by AI and a draft with track changes to illustrate how AI modified the writing.

Submission of Assignments

More information about each assignment can be found on Courselink.

Please upload your presentations, draft papers, peer feedback on papers, and final papers, to the dropbox on Courselink. If papers exceed the page limit (e.g., through formatting violations), they will be docked 5% per estimated half page. Please ensure that your presentations are uploaded by 12pm of the day of you present.

Peer feedback on class presentations will be completed and delivered in class.

Late Assignment

Assignments are due by 5pm on due dates. Late submissions of assignments will be docked 5% per day including weekends.

CSAHS Graduate Academic Misconduct Policy

The *Academic Misconduct Policy* is detailed in the Graduate Calendar. The University of Guelph is committed to upholding the highest standards of academic integrity and **it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct** and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

Standard Statements for Graduate Courses

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Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

The Academic Misconduct Policy (https://calendar.uoguelph.ca/graduate-calendar/general-regulations/academic-misconduct/) is outlined in the Graduate Calendar.

Accessibility

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required; however, interim accommodations may be possible while that process is underway.

Use of the SAS Exam Centre requires students to make a booking at least 10 business days in advance, and no later than the first business day in November, March or July as appropriate for the semester. Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time. For students at the Guelph campus, information can be found on the SAS website. (https://www.uoguelph.ca/sas/)

Accommodation of Religious Obligations

If you are unable to meet an in-course requirement due to religious obligations, please email the course instructor within two weeks of the start of the semester to make alternate arrangements.

See the Academic calendar for information on regulations and procedures for Academic Accommodation of Religious Obligations (https://calendar.uoguelph.ca/graduate-calendar/general-regulations/academic-accommodation-religious-obligations/)

Copies of Out-of-class Assignments

Keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

Drop Date

Courses that are one semester long must be dropped by the end of the last day of classes; two-semester courses must be dropped by the last day of classes in the second semester. The regulations and procedures for Dropping Courses (https://calendar.uoguelph.ca/graduate-calendar/general-regulations/registration/) dropping courses are available in the Graduate Calendar (https://calendar.uoguelph.ca/graduate-calendar/general-regulations/registration/).

Email Communication

As per university regulations, all students are required to check their <uoguelph.ca> e-mail account regularly: e-mail is the official route of communication between the University and its students.

Health and Wellbeing

The University of Guelph provides a wide range of health and wellbeing services at the Vaccarino Centre for Student Wellness (https://wellness.uoguelph.ca/). If you are concerned about your mental health and not sure where to start, connect with a Student Wellness Navigator (https://wellness.uoguelph.ca/navigators/) who can help develop a plan to manage and support your mental health or check out our mental wellbeing resources. (https://wellness.uoguelph.ca/shine-this-year/) The Student Wellness team are here to help and welcome the opportunity to connect with you.

Illness

Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g., final exam or major assignment).

Recording of Materials

Presentations that are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a student, or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

Resources

The Academic Calendars (http://www.uoguelph.ca/registrar/calendars/?index) are the source of information about the University of Guelph's procedures, policies and regulations which apply to undergraduate, graduate and diploma programs.

When You Cannot Meet a Course Requirement

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons, please advise the course instructor (or designated person, such as a teaching assistant) in writing, with your name, id#, and e-mail contact. See the Graduate Calendar for information on regulations and procedures for Academic Consideration (https://calendar.uoguelph.ca/graduate-calendar/general-regulations/grounds-academic-consideration/).