



EXTENDED CAMPUS

COLLEGE *of* PROFESSIONAL
and CONTINUING STUDIES

HR 5093-226: Introduction to Graduate Studies in Human Relations

Course Description:

This course is designed to introduce students to graduate study in the field of human relations. Students will be introduced to concepts underlying human relations and to the field as a whole. The application of human relations theories and concepts to personal growth and development will be explored. Specifically, students will be exposed to the following:

- historical perspective of the human relations field;
- human relations as a field of inquiry;
- examination of the interdisciplinary nature of human relations;
- ethical issues and value dilemmas in human relations practice; and
- expectation and requirements of successful graduate study.

Class Dates, Location and Hours:

Dates: June 12 – 17, 2018

Location: Wiesbaden, Germany. See Site Director for classroom site.

Hours: Tuesday - Friday 6:00-9:30 pm; Saturday and Sunday 8:30 a.m.-4:30 p.m.

Last day to enroll or drop without penalty: May 14, 2018

Site Director:

Email: apwiesbaden@ou.edu. Phone: 0611-143-548-1309; DSN 548-1309.

Professor Contact Information:

Course Professor: Jolene Ring

Mailing Address: 2505 Halifax Way
Norman, OK 73069

Telephone Number: 405-329-4698

E-mail Address: jerdok@aol.com

Professor availability: The professor will be available via e-mail to students before and after the class sessions. On-site office hours are half an hour before and after each class session, by appointment.

Textbook(s) and Instructional Materials:

Student materials are available at the OU Follett Bookstore located at 1185 Asp Avenue; Norman, OK, and can be ordered online, by phone, by email, or by fax. Ordering online at <http://www.bkstr.com/oklahomastore/home> is strongly recommended – students can track the status of their order within 48 hours. If an order has not been shipped within three days, students can contact the Follett textbook manager by phone (405) 325-3511, (800) 522-0772 (toll-free) or email 0831mgr@fhg.follett.com. Phone orders (ask for the textbook manager and identify yourself as an Advanced Programs student) can be placed 8 a.m. to 6 p.m. Monday through Thursday; 8 a.m. to 5 p.m. on Friday; 10 a.m. to 4p.m. on Saturday (CST). Summer hours: 9 a.m. to 5 p.m. Monday through Friday (CST). Fax orders can be placed 24 hours a day at (405) 325-7770. Text prices are available online.

Hamilton, V. (2007). *Human relations: The art and science of building effective relationships*. Upper Saddle River, NJ: Prentice Hall. ISBN 9780131930643.

Note: Follett is the Advanced Programs contractual textbook provider. Should text changes become necessary after publication of the course syllabus, Advanced Programs will facilitate text returns/refunds only for texts purchased through Follett.

Course Objectives:

Students will demonstrate communication competence, an understanding of graduate education standards, and the tools needed for graduate study. The objectives of this course will enable the student to:

- acquire knowledge of the interdisciplinary field of human relations by successfully completing all assigned online and textbook readings;
- demonstrate a clear understanding of personal qualities, values, and skills needed for the human relations professional to be an effective helper and change agent by correctly answering guiding questions;
- demonstrate self-awareness of personality type, communication skills, leadership style, conflict management ability, and behavior in groups by correctly answering guiding questions and completing;
- explore issues related to social justice, discrimination, diversity, and power in the organization, counseling, community development, and service provider setting by completing all assigned online and text-based readings; and
- demonstrate knowledge of the social norms that influence the human relations professional with emphasis on change models, systems theory, postmodern concepts, feminist theory, and social constructionism.

Assignments, Grading and Due Dates:

All essays submitted will apply APA manual writing style.

1. Prepare a 7-10 page critique on the Hamilton text. Address the ideas which are valuable/not valuable to you and the ideas the text prompted you to think about further. This is not a book review but a critical review of how you read and understand the issues presented in the text. 30 points - Due 1st day of class.
2. Select one topic from the following: change models, systems theory, postmodern concepts, feminist theory, or social constructionism. Write a 5 page paper on that subject. Must include references other than just the text. 30 points - Due 2nd day of class.
3. There will be group activities/assignments in the class in which the student will be expected to participate. 20 points
4. Final grade will be a paper written in class. The paper will present an ethical dilemma and the student will address the issue utilizing information from class discussions and information presented in written materials from the class. 20 points - Completed the last day of class – **June 17, 2018**.

Grading:

This is a letter-graded course: A, B, C, D, or F.

Notice: Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.

POLICIES AND NOTICES

Attendance/Grade Policy

Attendance and participation in interaction, individual assignments, group exercises, simulations, role playing, etc. are valuable aspects of any course because much of the learning comes from discussions in class with other students. It is expected that you attend all classes and be on time except for excused emergencies.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution's policy regarding "I" (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any "I" (Incomplete) grades by the end of the term or he/she may be placed on "financial aid probation." If the "I" grade is not resolved/completed by the end of the following term, the student's Financial Aid may be suspended making the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

Academic Integrity and Student Conduct

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc...in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc...; intimidation and interference with integrity process; and plagiarism. All students should review the Student's Guide to Academic Integrity at http://integrity.ou.edu/students_guide.html

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at <http://studentconduct.ou.edu/>

Accommodation Statement

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

Adjustment for Pregnancy/Childbirth-Related Issues

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see <http://www.ou.edu/content/eoo/faqs/pregnancy-faqs.html>.

Title IX Resources

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at smo@ou.edu or (405) 325-2215 (8-5), or the Sexual Assault Response Team at (405) 615 -0013 (24/7) to report an incident. To learn more about Title IX, please visit the Institutional Equity Office's website at <http://www.ou.edu/content/eoo.html>

Course Policies

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course. Advanced Programs does not provide duplicating services or office supplies.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: <http://www.goou.ou.edu/>

INSTRUCTOR VITA

Jolene Ring, M.Ed.

Education

1980 Master's in Guidance and Counseling Psychology, University of Oklahoma

Current Positions

- Advanced Programs Professor since 1990
- Executive Director of Professional Behavioral Health Services, L.L.C., Norman, OK
- Adjunct Assistant Professor, Department of Human Relations, University of Oklahoma, Norman, OK

Frequently Taught Advanced Programs Courses

- HR 5100 Counseling with Children
- HR 5153 Human Emotions
- HR 5083 Seminar in Group Dynamics
- HR 5113 Child Abuse and Neglect
- HR 5113 Anxiety Disorders
- HR 5113 Sexual Abuse
- HR 5113 Play Therapy
- HR 5100 Group Counseling

Major Areas of Teaching and Research Interest

- Therapeutic Issues with Children
- Attachment
- Clinical Interventions

Major Professional Affiliations

- American Business Women's Association
- Association of Play Therapy