

The University of Oklahoma

College of Continuing Education

Advanced Programs – Course Syllabus

Course Title:

Research in Human Relations

Course Number:

HR 5023 - 226

Course Description:

The course provides an introduction to the concepts of research design, methodology, sampling techniques, measurement, validity and the scientific method in problem solving, as applied to human relations research. Emphasis will be placed on understanding and interpreting statistical techniques and critical analysis of research studies. The quantitative portion of the class will focus on descriptive calculations and the use and interpretation of inferential statistics.

Class Dates, Location and Hours:

Dates: February 21 - 26, 2017

Location: Classes held at Building 2784, Room 301, Kapaun Air Station on Vogelweh Air Base.

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: January 23, 2017

Site Director:

Email: apramstein@ou.edu. Phone: DSN 480-6807, Civilian 06371-47-6807.

Professor Contact Information:

Course Professor: T.H. Lee Williams, Ph.D.

Mailing Address: Office of the Senior Vice President and Provost
University of Oklahoma
Cate Center Four, Room 483
Norman, OK 73019

Telephone Number: (405) 325-2561

Email Address: lwilliams@ou.edu

Professor availability: The professor will be available via email 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@fhcg.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.

1. Moore, D.S., & Notz, W. I. (2013). *Statistics: Concepts and controversies* (8th ed.). New York: W.H. Freeman. ISBN 9781464125669.

2. Materials posted on the OU Canvas learning management system: Access Canvas at <https://oklahoma.instructure.com/>, enter your OU NetID and password, and select course to access material. Please contact your local Site Director if you require assistance.

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:

‘Statistics’ and to a lesser extent ‘Research’ are words that can elicit a reaction of apprehension and fear from students who consider themselves ‘non-quantitative’. This is unfortunate because the underlying ideas and principles are in fact quite understandable without intense mathematics, and you can become a proficient consumer and even producer of quality research and statistics with this understanding. In your career, while you don’t have to be a research statistics wonk, you do need to be able to read and critically evaluate the research literature so you can make informed decisions about what new ideas are valid and therefore should be accepted and adopted in your work. So, the objective of this course is to introduce you to research methods and statistical analysis so you can be an effective consumer and producer of applied research in the area of human relations. Specific course objectives include:

- Understand basic statistical principles that help us make inferences from samples to populations and their probability foundation
- Learn some basic statistical procedures helpful in summarizing and analyzing data
- Examine the basic issues involved in establishing causality in research designs
- Learn to critically evaluate research projects
- Discuss issues relevant to behavioral measurements

Course Outline:

We will follow the sequence and content of the course text. Each class session will alternate between lecture, discussion, and exercises. The following description of the chapter content sequence is taken from the Prelude but is worth repeating here. The chapters are organized in four sections.

- 1) **Data production** describes methods for producing data that can give clear answers to specific questions. Where data comes from really is important – basic concepts about how to select samples and design experiments are the most influential ideas in statistics.
- 2) **Data analysis** concerns methods and strategies for exploring, organizing, and describing data using graphs and numerical summaries. You can learn to look at data intelligently even with quite simple tools.
- 3) **Probability** is the language we use to describe chance, variation, and risk. Because variation is everywhere, probabilistic thinking helps separate reality from background noise.
- 4) **Statistical inference** moves beyond the data in hand to draw conclusions about some wider universe, taking into account that variation is everywhere and conclusions are uncertain.

Assignments, Grading and Due Dates:

Pre-Class Assignment:

We will follow the sequence and content of the course text and will cover a lot of material in the six days of classes, so it is very important that you read the entire text before the classes commence. Most of the ideas presented are fairly straightforward and understandable. However, particularly for the statistics chapters, don’t worry if you don’t understand all the details as we will go over the more complex points in class. As you read the material, it will help your understanding if you try some of the exercises at the end of the Chapters (many answers are in the back of the book). Again, don’t despair if some of the ideas and questions are hard, indeed make a note of these so we can be sure to give them extra attention in class.

Participation:

Learning is enhanced by active participation in the class discussions and activities. You are expected to participate fully in all course activities, including:

- Preparation for class by reading all course materials beforehand
- Active participation in class discussions and group activities
- No cross-talking
- Punctual and consistent attendance

You will complete a self-assessment of your participation at the end of the course.

Examinations:

A mid-course and final exam will be given. The mid-course may be take-home, the final will be in-class.

Article Review:

Find an empirical article (an article with data) in a professional journal that you would like to read. Read the article and write a report on how the author(s) used statistics to support their points. Use the OU Library to find the article (don't use the Internet unless the article was published in a professional journal). You may not be able to understand all of the statistical procedures used in the article, but that's OK. Briefly summarize the article and then comment on the design of the study, the quality of the data, how the sample was obtained, the hypothesis tested, and whether in your evaluation the conclusions were supported by the analyses. Be sure to reference the article in your report! Do not copy and paste, use your own ideas and words. The body of the report (minus title and references etc) should be 5-6 double-spaced pages.

Grading:

This is a letter-graded course: A, B, C, D, or F. A=100-90; B=89-80; C=79-70; D=69-60; F= <60

Assignment	Due Date	Percent of Grade
Pre-class reading	Prior to first day of class	Required
Participation	Duration of class	15%
Mid-Term exam	February 23, 2017	20%
Final Exam	February 26, 2017	40%
Article Review	March 6, 2017 , emailed to Instructor.	25%

Grading will be based on the following definitions:

- A = Student excels in completing the requirement – has gone substantially above and beyond the basic requirements to show an outstanding level of competence and effort.
- B = Student demonstrates very good performance (i.e. satisfactory competence and effort at a graduate level)
- C = Student performs just at or below the minimally acceptable level of required competence and effort (less than expected at a graduate level)
- D/F = Student performs substantially below minimally acceptable standards of competence and effort, completes unacceptable work, or does not complete the assignment).

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

T. H. Lee Williams

Education

- B.Sc (Honors), Mathematics and Physics, University of Bristol, 1972
- PhD, Geography, University of Bristol 1977

Current and Recent Positions

- Graduate Dean Emeritus, University of Oklahoma, 2016 –
- Regents Professor, University of Oklahoma, 1999 –
- Graduate Dean, University of Oklahoma, 1999-2016
- Vice-President for Research, University of Oklahoma, 1999-2009
- Associate Professor and Professor of Geography, University of Oklahoma, 1986-
- Director of Science and Technology Research, Oklahoma State Regents for Higher Education, 1993-1999

Advanced Programs Courses

- HR 5013 Current Problems in Human Relations
- HR 5023 Research in Human Relations

Major Areas of Teaching and Research Interest

- Higher Education Administration
- The Diversity of the Graduate Experience
- Interdisciplinarity
- Internationalism in Higher Education

Representative Publications and Presentations

- “Graduate Education in the US – What, Why, When, Where and How”, 2016. Presentations given in 15 locations in Peru and Colombia in collaboration with Education USA (US Department of State) and local universities and English language centers.
- Rodgers, J.L., and Williams, T.H.L., “Delivering an Organizational Leadership PhD Program at a Distance: University of Oklahoma”. In J.P. Pappas and J. Jerman (eds.), *Meeting Adult Learner Needs Through the Nontraditional Doctoral Degree*. New Directions for Adult and Continuing Education, no. 129. San Francisco: Jossey-Bass, 2011.