

The University of Oklahoma

College of Continuing Education

Advanced Programs – Course Syllabus

Course Title:

Introduction to Graduate Studies in Human Relations

Course Number:

HR 5093-115

Course Description:

This course will provide the student with an introduction to theory and practice in the interdisciplinary area of Human Relations. Change will be examined at the individual, interpersonal, small group, organizational, and societal levels.

Class Dates, Location and Hours:

Dates: June 16 – 18 & 23 – 25, 2017

Location: OCCE, Norman, Oklahoma. Classes are held at the Thurman White Forum Building of OCCE, 1704 Asp Avenue.

Hours: Friday 5:30-9:30 p.m.; Saturday 8:30 a.m.-4:30 p.m.; Sunday 1:00-5:00 p.m.

Last day to enroll or drop without penalty: May 18, 2017

Site Director:

Email: apnorman@ou.edu. Phone: 405-325-3333.

Professor Contact Information:

Course Professor: Richard L. Coberg, Ph.D

Mailing Address: P.O. Box 6362
Norman, OK 73070

Email Address: drcoberg@aol.com

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@fheg.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. Frankl, V.E. (2006). *Man's search for meaning*. Boston, MA: Beacon Press. ISBN 9780807014271.
2. Handouts provided by professor.

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:

- examine the concept of graduate education in human relations;
- explore the meaning of the following terms and their relationship to graduate human relations study: knowledge, knowing, research, philosophy, science, art, truth, belief, model, paradigm, subjective, objective;
- explain the relationship between the humanities and the social sciences and how this relationship informs human relations theory;
- explore models for change;
- examine change at the intrapersonal, interpersonal, small group, organizational, and social levels; and
- review the ethical issues involved in the helping professions.

Course Outline:

1. Introduction
2. Writing in APA format
3. Expectations of graduate human relations study
4. Explore the concept of “change agent.”
5. Review the relationship between “humanism” and “social science;” “artistic” and “scientific” world views.
6. Examine change at the intrapersonal, interpersonal, small group, organizational, and societal levels.
7. Review “self” as a change agent.
8. Conclusion

Assignments, Grading and Due Dates:

Readings:

Students are expected to be familiar with the Frankl text before class begins in order to form a common core of information.

Attendance and Participation:

Students are also expected to attend and participate in all class meetings and in all project meetings - **20 points**.

Paper

Due: The first class meeting - 20 points.

After reading the assigned materials, write a five to seven page paper following APA format on the concept of “hero.” More specifically, discuss your own “hero.” This may be a friend, family member, mentor, etc., or this individual may be an historical figure (e.g., Eleanor Roosevelt, Rev. Martin Luther King, Jr., Colin Powell, etc.). You will not be able to receive credit by writing that you have no “hero.” If this term is problematic for you, then discuss a person you admire. You should select only **one** hero to discuss; this individual may be male or female. Your paper should refer to the Frankl text, as well as other outside resources.

More specifically, your paper should:

1. contain in-text citations,

2. have five to seven references on the reference page,
3. use standard size (12 pt.) font,
4. omit the abstract and running head,
5. use 1" margins on all sides,
6. use a separate cover sheet containing the author's name, title of the course, and the date,
7. contain five to seven pages of double-spaced text, and
8. number the first page of text as Page 1.

Refer to the *APA Publication Manual* for assistance in using proper in-text citations, and citations on the reference page.

Definitions Assignment

Due: The first night of class - 5 points

Briefly define the following terms as defined by the author where noted. Think about the terms that you cannot find in a search engine and write your own definition

- Cognitive dissonance
- Logos (Victor Frankl)
- Force field analysis (Leon Festinger)
- Feedback in relationships
- Transparency (Sidney Jourard)
- Social Change Agent (George Henderson)
- Intimacy
- Generativity (Erik Erikson)
- Hemispheric differentiation (Roger Sperry)
- antecedent conditions for conflict
- paradigm
- Developmental model
- Process orientation

Group Presentation

Assigned the first night of class - 20 points

Students will be divided into small groups the first night of class. Each group will be assigned a topic on which the group will develop a team presentation. Each presentation will be assigned a time limit (the time limit will depend upon the total class size but is generally 30 minutes to one hour). Evaluations will be based on the creativity and thoroughness of the coverage of the topic. Each team should provide a written outline of the material to the professor and all class members. Class time will be allocated to assist students in organizing their presentations.

Final Essay Exam

Due: Last class session - 20 points

The final exam will deal with the material covered in class. That is all texts, readings, lectures, discussions, and video/film presentations. The format will be essay questions.

Post Seminar Assignment – 15 points

A post seminar assignment will be given on the final day of class. It will be an individual assignment to help each student develop her/his own understanding of an aspect of Human Relations involving their professional and personal interest.

Grading:

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

| Assignment | Due Date | Percent of Grade |
|----------------------------|--------------------------------|-------------------------|
| Attendance & participation | All class sessions | 20% |
| Paper | First night of class | 20% |
| Definitions | First night of class | 5% |
| Group presentation | During class sessions | 20% |
| Final exam | Last class session | 20% |
| Post-Seminar Assignment | Given on the last day of class | 15% |

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.

Recording Devices/Beepers/Phones/Computers:

This course is both didactic and experiential; thus, students should feel fully present during class. Class sessions may be tape-recorded. Telephones, beepers, and/or pagers should be turned off or placed on silent mode. Students who require an exception to this policy should discuss it with the professor.

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

Richard L. Coberg, Ph.D.

Education

1982 Ph.D. in Lifelong Learning, University of Oklahoma, Norman, Oklahoma

Current Positions

- Director, Educational Alternatives, University of Oklahoma, Norman, Oklahoma
- Advanced Programs professor since 1994

Frequently Taught Advanced Programs Courses

- HR 5003 Theoretical Foundations of Human Relations
- HR 5013 Current Problems in Human Relations
- HR 5083 Seminar in Group Dynamics
- HR 5093 Introduction to Graduate Studies in Human Relations
- HR 5113 Grant Writing & Development
- HR 5113 Women & Men in Organizations

Representative Publications and Presentations

- With Feuquae, C. (1988, Spring). *Perceptions of residence halls at the University of Oklahoma - a focus group approach.*
- Coberg, R. L. (1987). *Leadership training ideas for involving youth, parents, schools and the community in prevention.* Oklahoma Department of Mental Health.
- Coberg, R. L. (1987). *Workbook for school, police, community, youth committees' workshop.* Oklahoma Highway Safety Office.
- Coberg, R. L. (1985). *Community leader's guide, the young Oklahoman drinking driver alternative project.* Oklahoma Highway Safety Office.
- Coberg, R. L. (1985). *The Oklahoma challenge facilitators guide.* Oklahoma Highway Safety Office.

Representative Honors and Awards Received

- Oklahoma Safe-Kids Seatbelt Award, 1993
- National Commission Against Drunk Driving 1990 Distinguished Service Award in Prevention
- Advertising Council Award of Merit 1988, Oklahoma Challenge Video
- Outstanding Staff Member 1983, University of Oklahoma Student Association
- Award of Excellence, Managerial Staff Council, University of Oklahoma, 1982

Major Professional Affiliations

- Oklahoma College Personnel Association
- Oklahoma Adult Education Association
- Oklahoma Community Education Association
- Toastmasters International
- Alpha Phi Sigma, National Criminal Justice Honor Society