

The University of Oklahoma

College of Continuing Education

Advanced Programs – Course Syllabus

Course Title:

Special Topics/Seminar: Organizational Interventions for Stress and Well-being

Course Number:

HR 5970-431

Course Description:

This course is an introduction to the importance of process and context issues in the success or failure of organizational interventions for stress and well-being. The readings provide a guide for students to explore how context and process can be incorporated into program evaluation, providing examples of how this can be done, and offers insights that aim to improve working life. Topics will include conceptual developments, practical applications, and methodological issues.

Course Dates:

May 1-August 31, 2017

Last day to enroll or drop without penalty: May 1, 2017

Site Director:

Please see your local Site Director or e-mail Chad Manos at chad.manos@ou.edu

Professor Contact Information:

Course Professor: Jody Worley, Ph.D.
Mailing Address: University of Oklahoma
4205 E 41st Street, IJ24
Tulsa, OK 74135
Telephone Number: 918-660-3486
E-mail Address: jworley@ou.edu
Virtual Office Hours: Monday & Tuesday 1-4 p.m. CST or by appointment
Professor availability: The professor will be available via e-mail to students during the above listed Virtual Office Hours and other methods by arrangement.

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. Biron, C., Karankika-Murray, M., & Cooper, C. L. (Eds.) (2012). *Improving organizational interventions for stress and well-being*. New York: Routledge. ISBN 9781848720565.
2. Materials posted on the OU course management system, Canvas: We will also be reading a few articles from peer-reviewed journals and other book chapters. These sources will be posted on the course web site for you to download. The files will be posted as PDF documents. These are required readings and are included in the course reading assignments. Access Canvas at canvas.ou.edu; enter

your OU NetID (4+4) 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.

OU E-Mail:

All official correspondence from distance learning instructors will be sent only to students' ou.edu address.

Online Orientation:

The College of Arts and Sciences offers an online orientation for students who are enrolled in online or blended courses. The purpose of the orientation is to ensure that students are well prepared both technically and practically to take online courses. The orientation can be found on their website at:

<http://www.ou.edu/content/cas/online/student-online-orientation.html>

The College of Arts and Sciences Online and Academic Technology Services office is here to assist you with any questions, problems, or concerns you may have. For assistance visit their website at

<http://www.ou.edu/content/cas/online/student-information.html> or contact them by telephone at: (405) 325-5854 or email: casonline@ou.edu

Course Objectives:

1. Students will identify challenges and methodological issues in organizational level interventions.
2. Students will learn current strategies for addressing the process and context for various interventions in practice.
3. Students will also explore specific evidence-based practices used in organizational interventions for stress and well-being.

Course Outline:

- I. Overview of organizational interventions for stress and well-being
- II. Challenges and methodological issues in organizational-level interventions
 - a. Intervention development and implementation: Understanding and addressing barriers to organizational-level interventions
 - b. Perspectives on organizational change and development
 - c. Psychosocial safety climate
 - d. Intervention process as a special case of organizational change
 - e. Does the intervention fit?
 - f. What works, for whom, in which context?
- III. Addressing process and context in practice
 - a. Leadership and employee health
 - b. Employee burnout and health
 - c. Personal resources and work engagement in the face of change
 - d. Individual adaptation to the changing workplace
- IV. Policy implications
 - a. Beyond prescriptions for job characteristics
 - b. Evidence-based practices: Managing workplace health risks

Assignments, Grading, and Due Dates:

This course has **three written assignments**. All assignments are due by the end of the course. This class is designed as a self-directed readings course. Therefore, you may submit all three assignments together at the end of the course. However, you will receive more comprehensive feedback on your work if you submit the assignments individually throughout the course. The recommended due dates are June 1, July

1, and August 1. This would allow time for you to revise and resubmit if necessary. Specific instructions for the writing assignments are available on the course site at: canvas.ou.edu

Writing instructions:

Your name, student ID number, and email address should appear on each assignment. Use headings to organize your paper and to ensure that each section of the assignment has been addressed. All papers should be typed, double spaced, and submitted in one of the following file formats: .doc, .docx, or .PDF. You must use APA format for references, in-text citations, and paper format. Also, be sure to include your ideas in all papers. Do not hesitate to contact me if you have any questions while you are working on your papers.

Again, specific instructions for the writing assignments are available on the course site at: canvas.ou.edu

Grading:

This course is graded Satisfactory or Unsatisfactory (S/U). A grade of S is equivalent to B or better.

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.

Incomplete Grade Policy:

A grade of “I” is not automatically assigned, but rather must be requested by the student by submitting to the instructor a “Petition for and Work to Remove an Incomplete Grade” form. An “I” can never be used in lieu of an “F” nor can an “I” be assigned because of excessive failure to participate in class activities.

Technical Support Information:

If you experience technical problems, contact Information Technology by visiting their website at: <http://webapps.ou.edu/it/> or contacting them by telephone at: (405) 325-HELP (4357).

POLICIES AND NOTICES

Attendance/Grade Policy

Note: Attendance/absences do not apply to online courses. However, participation in all course activities is extremely important to student success in online courses.

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.

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

Jody Worley, Ph.D.

Education

2006 Ph.D., Educational Psychology-Research Methods and Evaluation, Oklahoma State University, Stillwater, OK

Current Positions

- Associate Professor, University of Oklahoma, Human Relations Department
- Advanced Programs Professor since 2007

Frequently Taught Advanced Programs Courses

- HR5023 Research in Human Relations
- HR5323 Organizational Behavior
- HR5053 Diversity and Justice in Organizations

Major Areas of Teaching and Research Interest

- Statistics and Research Methods
- Organizational Behavior
- Work/Life Integration
- Diversity and Justice in Organizations

Representative Publications and Presentations

Go to <http://humanrelations.ou.edu/jody-worley> for a recent list of peer-reviewed journal publications, book chapters, funded research activities, selected technical reports, selected conference presentations, and honors/awards received.