

PSYC*3490 - Social and Organizational Psychology

Fall 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

A number of applied issues will be examined from a social and organizational psychological perspective. The topics will include health and well-being; attributions and person perception; intergroup relations and prejudice; and social influence. Students will learn how to apply psychological theories and research to understand and ameliorate applied issues.

Prerequisite(s): 3.00 credits in Psychology including PSYC*2070, PSYC*2310

Restriction(s): Restricted to BAH.PSYC, BAH.PSYC:C, BAG.PSYC.

Department(s): Department of Psychology

Course Description

In this course, you will learn about social and organizational psychology. A particular emphasis will be placed on learning about diversity, equity, and inclusion in the workplace. Topics include discrimination, stress, power, and income inequality.

Lecture Schedule

TuTh 10am-11:20am in MCKN*117 (9/5 to 12/13)

Instructor Information

Leanne Son Hing

Professor

Email: sonhing@uoguelph.ca

Office: MacKinnon Extension room 3010

Office Hours:

Tuesdays 11:30-12:30

Office Phone: x54475

There are no office hours on Oct 15th

Additional Support

Teaching Assistants

Nouran Hashem (nhashem@uoguelph.ca): office hours Tuesdays 3-4 pm, location TBA.

Amara Robbins (arobbi02@uoguelph.ca): office hours Thursdays 1-2 pm, location TBA.

Questions and Emails:

I have developed the following policies to try to reduce the number of emails we all send and receive because email is often an inefficient method of communication (unclear, time consuming).

- 1) I strongly prefer that you ask me questions in class, as the response is often helpful to many.
- 2) If you prefer to email me your questions, and the response will be helpful to others, I will respond in class and/or on CourseLink and not by email.
- 3) If you email me a question, for which the answer can be found in CourseLink, I will send you the following automatic email: "This information is explained in detail in the documentation available in CourseLink. Please, come my office hours only if you require further clarification."
- 4) If you email me about a personal matter and you are requesting accommodation, please know that I do not require explicit details of your experience. If you are struggling, do not waste your time and emotional energy on a lengthy email. I care about your well-being and I am flexible.
- 5) If you would like help with studying or understanding course material, I prefer that you attend my office hours to ask your questions.
- 6) I will do my best to answer emails within 48 hours of reception of the email. I do not check or answer emails on Saturdays or Sundays.
- 7) If your inquiry is about grading, please see the TAs during their office hours, or if you are unable to attend those hours, send them an email.

Thank you for your cooperation and understanding!

Learning Resources

Required Resources

All readings and links required for this course will be made available on CourseLink: **Course link (Website)** (<https://courselink.uoguelph.ca/>)

I will send out announcements via CourseLink, so please set up the notifications tool so that you will be immediately notified. **See for instructions**

<https://support.opened.uoguelph.ca/instructors/courselink/tools/content/notifications> (<https://support.opened.uoguelph.ca/instructors/courselink/tools/content/notifications/>)

Course Resources

Professor and TA Office hours are designated times when professors and teaching assistants (TAs) are available to meet with students one-on-one. There is no need to contact us in advance. These sessions provide an opportunity to ask questions, seek clarification, discuss course material, or get feedback on assignments.

When to visit:

- If you're struggling with course material.
- If you need clarification on assignments or exams.
- If you want to discuss your academic goals or career aspirations.
- If you have concerns or feedback about the course.

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. 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 Learning Outcomes

Course Level Learning Outcomes

1. Depth and Breadth of Understanding: **Successful students will learn about how social psychological phenomena and organizational processes affect people's experiences at work with a particular focus on inequalities.**
2. Professional Behaviour: **Successful students will demonstrate professional behaviour in that they are able to meet the responsibilities and deadlines associated with this course (attend class when reasonable to do so, submit assignments properly and on time, do readings in advance of class, study material, contribute positively to class discussion).**
3. Teamwork: **Successful students will demonstrate personal responsibility to the group, work collaboratively with others to maximize team performance, handle conflicts proactively, and be aware of their own and others' contributions and evaluate them fairly**

4. EDI Understanding: **Successful students will demonstrate knowledge of equity (E), diversity (D), and inclusion (I) issues for different groups in the workplace. They will understand the barriers to EDI and how to best achieve EDI. Students will reflect on their own forms of privilege and disadvantage, and practice respect for others' experiences and perspectives in team and class discussions.**
5. Communication: **Successful students are able to understand the readings, videos, and class lectures, and ask relevant questions and make insightful comments that move our discussions forward. They are able to communicate verbally and in written form in a clear, concise manner.**

Schedule of Topics and Assignments

Day	Date:	Topic	Activities	Due
Thu	9/5	Introduction to course and social and organizational psychology		
Tue	9/10	Hierarchy and Power		
Thu	9/12	Leadership		Personal Information Sheet due 5pm
Tue	9/17	Teams and conflict		
Thu	9/19	Catch up, Midterm prep, Group contract day	Group Contract Day	Contract due Sept 20 5pm
Tue	9/24	Only odd # groups (e.g., 1, 3, 5...) attend class	ICD Day 1 power	Notes due Sept 23 noon
Thu	9/26	Only even # groups (e.g., 2, 4, 6...) attend class	ICD Day 1 power	Notes due Sept 25 noon
Tue	10/1	Midterm in class covers classes 1-7		
Thu	10/3	Unethical and Misbehaviour		
Tue	10/8	The New Corporation		
Thu	10/10	The New Corporation, Sexual Harassment		
Tue	10/15	Fall Study Break		
Thu	10/17	Sexual Harassment		
Tue	10/22	Only even # groups (e.g., 2, 4, 6...) attend class	ICD Day 2 sexual harassment	Notes due Oct 21 noon
Thu	10/24	Only odd # groups (e.g., 1, 3, 5...) attend class	ICD Day 2 sexual harassment	Notes due Oct 23 noon
Tue	10/29	Justice		
Thu	10/31	Midterm in class covers classes 9-15		
Tue	11/5	Stereotyping		
Thu	11/7	Prejudice and Discrimination		
Tue	11/12	Merit and Social Mobility		
Thu	11/14	Stress and Well-Being		
Tue	11/19	Only odd # groups (e.g., 1, 3, 5...) attend class	ICD Day 3 work-life conflict	Notes due Nov 18 noon
Thu	11/21	Only even # groups (e.g., 2, 4, 6...) attend class	ICD Day 3 work-life conflict	Notes due Nov Nov 20 noon
Tue	11/26	Diversity Initiatives		Peer evaluations due 5pm
Thu	11/28	Catch up and final exam prep		

Assessment Breakdown

Description	Weighting (%)	Due Date
75% class attendance	3%	Sept 5 - Nov 28
Personal information sheet	3%	Sept 12 5:00pm dropbox or hardcopy to class prior
Team contract	5%	Sept 20 5:00pm dropbox (48 hour grace period)
ICD 1 notes	3%	noon to dropbox: Odd# groups = Sept 23; Even # groups = Sept 25
ICD 1 class contribution	4%	Odd# groups = Sept 24; Even # groups = Sept 26
Midterm 1 (classes 1-7)	15%	Oct 1
ICD 2 notes	3%	noon to dropbox: Odd# groups = Oct 23; Even # groups = Oct 21
ICD 2 class contribution	4%	Odd# groups = Oct 24; Even # groups = Oct 22
Midterm 2 (classes 9-15)	20%	Oct 31
ICD 3 notes	3%	Odd# groups = Nov 18; Even # groups = Nov 20
ICD 3 class contribution	4%	Odd# groups = Nov 19; Even # groups = Nov 21
Complete peer evaluations	3%	Nov 26 5:00 pm
Your ave. peer evaluations	10%	(we will post Nov 28)
Final exam (classes 17-24)	20%	Dec 3 11:30-1:30

Assessment Details

Midterms and Final Exams

Midterms and Final Exams

All exams will consist of multiple choice, fill in the blank, and questions that require you to connect column A with column B. You will have plenty of time to complete them. Make sure you have your student ID card and pencil for writing the midterms and final. You are responsible for all material for the associated classes (slides, lecture notes, ICD readings and discussion, readings, videos). See Assessment Breakdown Table for more details.

Class Attendance

Class Attendance

Students are encouraged to attend class by making attendance worth 3% of your grade. It is in class that we will hold discussions and probe the course material. It is not possible to learn the material only from the readings and the skeleton slides posted on CourseLink. Because personal factors arise that can cause legitimate conflicts (e.g., illness), only 75% (14/19) attendance is required to pass this component of the course (pass/fail).

If you miss a class, please do not feel that you need to email us. **Only if an issue is ongoing and is causing you to miss multiple classes, then please email your TA, Nouran Hashem, nhashem@uoguelph.ca.**

Personal information sheet

Personal information sheet

Your responses are used to put you in teams that have the potential to be successful. So please be accurate and forthcoming in your responses.

A grade of 3% is given for on time submissions. Students who submit late are put in teams with others who submit late **and will receive 1 or 2% depending on how late you are.** Students who fail to submit will be placed in a team with others who fail to submit and will receive a grade of 0.

Team contract

Team contract

Your group will complete a contract clearly outlining how you will work together effectively. Upload your file to the appropriate folder under Gradescope Submissions, under Table of Contents (**one file per group**). **Contracts are graded based on clear, detailed, thoughtful responses (5% of grade). Max length is two pages double spaced. Late assignments are docked 5% per day; assignments that go over the page limit are docked 5%-15% depending on length.**

Inverted classroom discussions (ICDs) 123

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Each group will have three ICDs or inverted class discussions. **During ICD weeks, you will only attend class once. For details, see the Schedule of Topics and Assignments table.**

Instructions for Class Notes Submission:

Before class, you are required to complete the assigned reading(s) or watch the video(s) and take notes, which you will then submit. Your submission should include:

1. Detailed Notes: **Up to 3 double-spaced pages. These notes will help you and your group prepare for the ICD discussion day.**
2. Summary Sheet: **A one-page double-spaced summary. This is what the TAs will primarily grade, focusing on your accurate understanding of the readings and clarity of communication.**

Submission Guidelines:

- **Combine the Detailed Notes and Summary Sheet into a single file.**
- **Label the last page with the header "Summary Sheet."**
- Upload your file to the appropriate folder under Gradescope Submissions, under Table of Contents.
- **Notes are due the day before class. Refer to the Assessment Breakdown table for specific deadlines.**
- **Each set of notes is worth 3% of your final grade.**
- **Late submissions will receive a grade of 0%.**

During our ICD or inverted Classroom Days, I will present questions for groups to answer. You will have time to discuss your answers in your groups, and then I will call on your group to share your thoughts with the whole class. Your group will be graded based on the quality of your contribution, which is worth 4% of your final grade. I know it can seem intimidating, but remember all your peers feel the same way. Also, I am here to help facilitate the discussion. These classes often turn out to be our favorites!

What to do if you have to miss your ICD? (1) **Let your group members know as early in advance as possible.** (2) **Send them your notes after the deadline for submission but well before class.** (3) **Discuss with your group how you will make up for your absence (e.g., be the one to talk for the next ICD).**

Peer Evaluations

Peer Evaluations

For your group to work well together and perform well on the group contract and for the ICDs, **each member must be prepared, up-to-date in course material, share their knowledge and opinions, and be respectful of others.** Only you have insight about your team members, **and so you will complete peer evaluations. Peer evaluations comprise 10% of your final grade. Your peers will evaluate your level of responsibility and professionalism, your teamwork skills, your communication, and the quality of the work you contributed to the contract and ICDs.**

A grade of 3% is given for complete, accurate, and on-time submissions of peer evaluations, **due November 26 at 5:00 PM.** You can receive a grade of 1% for incomplete or late submissions (up to 24 hours after the deadline). **Thereafter, a grade of 0% is given.**

Final Exam

Date: Dec 3

Time: Tu 11:30am-1:30pm

Location: TBA *Please see Web Advisor closer to the date of scheduled final for location.*

To understand rules and regulations regarding Examinations students are encouraged to read Student's Responsibilities (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/examinations/>)

If the student is unable to meet the final exam requirements due to medical, psychological or compassionate circumstances they are encouraged to review Student's Responsibilities in the Academic Consideration, Appeals and Petitions (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-consideration-appeals-petitions/>) section of the Academic Calendar.

Last Day to Drop Course

The final day to drop Fall 2024 courses without academic penalty is the last day of classes: November 29

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 Standard Statements

Course Policies

Sharing of Course Material

Students are not to share any course material (readings, lecture slides, lecture notes, assignments or exams) on electronic cheating platforms. We will be monitoring websites.

Generative AI (e.g., ChatGPT)

Students may not use AI for any written or oral assignments (i.e., group contract, ICD notes, responses to ICD questions). Students' work must reflect their unique intellectual capacity and demonstrate the application of critical thinking and problem solving. Unauthorized use of AI to complete assessments violates the fundamental intellectual purposes of the University and does not demonstrate student achievement of course learning outcomes.

Submission of materials completed by AI, without permission of the instructor, constitutes an offence under the University's academic misconduct policies, either as a form of plagiarism or the use of unauthorized aids.

CSAHS Academic Misconduct Policy

The *Academic Misconduct Policy* is detailed in the Undergraduate 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. 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.

Instructors shall not determine if academic misconduct has occurred. This is up to the Associate Dean Academic's office. Instructors shall not assign a grade of zero even if they believe that the student has committed some form of academic misconduct (e.g., copied material from a website like CourseHero) on an assignment or exam.

Instructors can determine if a student has poorly paraphrased and/or improperly cited material and can provide a grade accordingly as long as this is clearly identified as part of the assessment criteria via a rubric or other assessment tools.

For more information about Academic Integrity resources and how to prevent Academic Misconduct.

Standard Statements for Undergraduate Courses

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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.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability. Use of the SAS Exam Centre requires students to make a booking at least 10 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 Accommodations of Religious Obligations (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/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

Students will have until the last day of classes to drop courses without academic penalty. The deadline to drop two-semester courses will be the last day of classes in the second semester. This applies to all undergraduate students except for Doctor of Veterinary Medicine and Associate Diploma in Veterinary Technology (conventional and alternative delivery) students. The regulations and procedures for course registration are available in the Undergraduate Calendar - Dropping Courses (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/dropping-courses/>).

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/navigation/>) 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 Undergraduate Calendar for information on regulations and procedures for Academic Consideration. (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-consideration-appeals-petitions/>)