



PSYC 3391 Industrial Organizational Psychology

Spring 2024

Course Information	Description
Instructor:	John R. Starne, MS
Section # and CRN:	P01, 23818
Location:	Coleman 307B
Office Phone:	(936) 261 3297
Email Address:	jrstarne@pvamu.edu
Office Hours:	TR 3:30 pm to 4:30 pm & By appointment, use MyCalendy to schedule
Mode of Instruction:	Face to Face
Course Location:	Juvenile Justice & Psyc Bldg 235
Class Days & Times:	TR 5:00 pm to 6:20 pm
Catalog Description:	A survey of the development and application of psychological principles related to the workplace environment includes leadership, motivation, industrial and organizational influences on behavior, drawing upon research methods and theories.
Prerequisites:	None
Co-requisites:	None
Required Text(s):	Open Education Resources – provided in eCourses
Recommended Text(s):	None

Course Learning Objectives:

	Upon successful completion of this course, students will be able to:	Student Learning Outcome # Alignment	Core Curriculum Objective Alignment
1	Name and describe essential topic areas and significant concepts within industrial and organizational (I/O) psychology.	4,7	Communications
2	Explain and evaluate the theories, research, and practices within the field of I/O psychology.	4,7	Empirical and Quantitative Skill, Teamwork
3	Demonstrate how the theories and research in industrial-organizational psychology can be applied in work settings.	4,7	Critical Thinking, Teamwork
4	Discuss the complex issues facing I/O psychology today and how they affect workers, organizations, and society.	4,7	Critical Thinking, Teamwork
5	Apply psychological principles and findings to understand and suggest appropriate responses to common workplace issues.	4,7	Communication, Empirical and Quantitative Skills, Communication, Teamwork

Major Course Requirements

Method of Determining Final Course Grade

Category	Weight
Pre-Class Assignments (Q&As, et al.)	20%
Classwork – Can only be completed if in class in person. Some classwork may be finished outside of class.	40%
Presentation of Criterion & Content Validity and Adverse Impact	15%
Capstone Project (Selection, Training, Performance Review, Performance Enhancement Positive Affect, Teamwork, Leadership)	25%
Total	100%
Extra Credit Potential – Psychology & Me	5%

Grading Criteria and Conversion

A = 88.8-100
 B = 78.8 – 88.7
 C = 65.0-78.7
 D = 58.8-64.99
 F =<58.8

If a student has stopped attending the course (i.e. “stopped out”) at any point after the first day of class and has missed assignments, exams, and the final exam, an FN grade will be assigned for the final course grade. In contrast, an F will be assigned for the final course grade if the student has completed assignments, exams, and the final exam, but did not perform above that grade level.

Detailed Description of Major Assignments:

Assignment Title or Grade Requirement	Description
Q&A Assignments	These assignments are due the day we work on related material at 5:00 pm. Resources will be provided in each assignment to write questions and answers about. These assignments may not be submitted late and none are dropped.
Classwork	Activities completed in class only. Students will work in groups but submit individually. Parts of Classwork may have to be completed outside of class. Lowest 3 grades will be dropped at end of term for this category. Classwork submitted connected to days absent more than 10 minutes will not earn credit except when a validated excuse is provided by student conduct.
Presentation on Criterion & Content Validity and Adverse Impact	This presentation requires advanced presentation techniques including animation, transitions and high-quality design explaining the relationship between criterion and content validity in selection and training and how it relates to adverse impact. It may be done in PowerPoint, Canva or another presentation software. Use of a Generative AI component is required.
Capstone Project	The final capstone assignment in Module 7 will draw from material developed in Modules 1 – 6 to create a presentation and samples document. Students will select their group members for the Capstone Project. Use of a Generative AI visual components are required.
Psychology & Me Bonus Assignments	These projects ask students to review videos and explain how the concepts can be applied to their personal benefit and/or to the PV Eats. Extra credit can only be earned by students who miss fewer than 5 total classes. The missed classes include those that have university excuses.

Course Procedures or Additional Instructor Policies

Academic Integrity Policy

Most of this class will be done in group work except for the Q&A Homework, Mid-term and Final Exams. Assignments submitted as group work will impact the entire group under this policy. You want to ensure your group members do not submit anything that violates this policy.

All work must be in your own words, or words of a group member for group projects. Originality reports will be run on all assignments. You may not quote in this class except for statistics and only to relay the numbers. Any string of text more than 5 identical words will be considered academic dishonesty except when a proper name is longer than 5 words. References which should be identical due to formatting expectations are excepted as our templates provided by the instructor.

Patchworking, which is taking sentences and providing minor changes to words or blending sources together at the word level is considered academic dishonesty. Blending ideas together in your own words is expected and not academic dishonesty.

AI generated text is not in your own words and will be considered a violation of this policy. AI generated images will not violate this policy provided credit is given for the program that generated the image. Text may not be incorporated into images to avoid the text restriction.

Consequences of Academic Dishonesty

Students who commit academic dishonesty the first time lose eligibility for bonus points receive a 0 for the assignment the dishonesty occurred on.

Upon the second incident of academic dishonesty the student will receive an F in the course.

Attendance Policy

Students are expected to attend class every class session for the entire class period. Forty percent of the overall grade is based on classwork, which may be finished outside of class. Credit for classwork will only be granted to student who are in attendance 70 out of 80 minutes on a per class basis.

The lowest three grades will be dropped from the classwork category. This is a not fault policy, however consideration will be given to students who have more than three university excused absences.

Students absence for a university excuse must submit excuse to Student Conduct for validation. Athletic events do not require a student conduct verification as those are sent by athletic advisors to professors.

Consideration for absences require an email to jrstarne@pvamu.edu PRIOR to the absence. Submit any documentation for the absence to the Excuse Dropbox no later than 3 calendar days after an absence occurs. This does NOT remove the requirement to submit to student conduct for validation. However, failure to provide documentation within the 3 day window will result in denial of any consideration even if absence is validated.

Student Conduct office: studentconduct@pvamu.edu, (936) 261-3554

Semester Calendar

Tentative Calendar. Refer to eCourses weekly for complete up to date list. Subject to change to facilitate instructional needs. Q&A Assignments are due at 5:00 pm the day the material is covered, covering the material.

Larger assignments are due at the end of each module that draw from the classwork done for that period. Students are encouraged to cooperate with each other to complete the larger assignment, but the final product is submitted and graded individually.

Mid-Term Presentation is Due on Friday, May 7th @ 11:59 pm

Final Project will be due the Sunda, May 5th @ 11:59 pm

Dates	Module/Topics	Assignments
Tuesday, January 16, 2024	Class Introduction	<ul style="list-style-type: none"> Syllabus Quiz
January 18 – Jan 30	1. Attitudes, Behaviors & Leadership	<ul style="list-style-type: none"> Q&A Assignments Module 1 Classwork
February 1 – February 8	2. Motivation	<ul style="list-style-type: none"> Q&A Assignments Module 2 Classwork
February 13 – February 28	3. Criterion & Predictors	<ul style="list-style-type: none"> Q&A Assignments Module 3 Classwork
March 6 – March 22	4. Selection	<ul style="list-style-type: none"> Q&A Assignments Module 4 Classwork
March 26 – Apr 2	5. Training	<ul style="list-style-type: none"> Q&A Assignments Module 5 Classwork
Apr 2 – Apr 16	6. Performance Management & Teams	<ul style="list-style-type: none"> Q&A Assignments Module 6 Classwork
April 18 – May 1	7. Capstone Assignment	<ul style="list-style-type: none"> Capstone Rough Draft – Presentation Capstone Rough Draft – Sample Procedures & Policies Capstone Final Draft – Presentation Capstone Final Draft – Sample Procedures & Policies Peer Review of Final Drafts of Both Presentations and Sample Procedures and Polices Teamwork Review

Student Support and Success

John B. Coleman Library

The John B. Coleman Library's mission is to enhance the scholarly pursuit of knowledge, to foster intellectual curiosity, and to promote life-long learning and research through our innovative services, resources, and cultural programs, which support the Prairie View A&M University's global mission of teaching, service, and research. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. [Library Website](#) Phone: 936-261-1500

Academic Advising Services

Academic Advising Services offers students a variety of services that contributes to student success and leads towards graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when they are unsure of the best resource for their needs. Faculty advisors support some students in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. Find your advisor's location by academic major at [Advising Website](#). Phone: 936-261-5911

The University Tutoring Center

The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. [Tutoring and academic support](#) are offered face-to-face in the UTC, in virtual face-to-face sessions and through online sessions accessed through [PVPlace](#). Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: pvtutoring@pvamu.edu; [Tutoring Website](#)

Writing Center

The Writing Center provides well-trained peer tutors to assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising, editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Students must register for Grammarly by using their student email address. In addition, students have access to face-to-face and virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; [Writing Center Website](#), [Grammarly Registration](#):

Academic Early Alert

Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alerts help students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their academic performance or ability to continue school may self-refer an Academic Early Alert. To do so, students will log in to PV Place and click on Academic Early Alert on the left sidebar. Phone: 936- 261-5902; [Academic Early Alert Website](#)

Student Counseling Services

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and assists students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Hobart Taylor, 2nd floor; Phone: 936-261-3564; [Student Counseling Services Website](#)

Office of Testing Services

Testing Services serves to create opportunities by offering a suite of exams that aid in the students' academic and professional success. Currently, we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3rd Floor, Rm. 305; Phone: 936-261-3627; Email: aetesting@pvamu.edu; [Testing Services Website](#)

Office of Diagnostic Testing and Disability Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring non-standardized test administrations, ASL interpreters, ALDs, digital recorders, Livescribe, and a comprehensive referral network across campus and the broader community. Location: Owens Franklin Rm 222; Phone: 936-261-3583; [Office of Disability Services Website](#)

Center for Instructional Innovation and Technology Services (CIITS)

Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning through online, hybrid, web-assist, and 2-way video course delivery. For more details and contact information, visit: [CIITS Student Services Website](#). Phone: 936-261-3283

Veteran Affairs

Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563 [Veterans Affairs Website](#)

Office for Student Engagement

The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development, and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; [Office of Student Engagement Website](#)

Career Services

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2nd floor; Phone: 936-261-3570; [Career Services Website](#)

University Rules and Procedures

Academic Misconduct

Academic dishonesty is defined as any form of cheating or dishonesty that has the effect or intent of interfering with any academic exercise or fair evaluation of a student's performance. The college faculty can provide additional information, particularly related to a specific course, laboratory, or assignment.

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the *University Administrative Guidelines on Academic Integrity*, which can be found on the [Academic](#)

[Integrity Webpage](#). Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the *University Administrative Guidelines on Academic Integrity*, the University Online Catalog, and the Student Code of Conduct, the following are examples of prohibited conduct. This list is not designed to be all-inclusive or exhaustive. In addition to academic sanctions, any student found to have committed academic misconduct that is also a violation of criminal law may also be subject to disciplinary review and action by the Office of Student Conduct (as outlined in the Student Code of Conduct).

Forms of Academic Dishonesty:

1. **Cheating:** Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher;
2. **Plagiarism:** Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks;
3. **Collusion:** When more than one student or person contributes to a piece of work that is submitted as the work of an individual;
4. **Conspiracy:** Agreeing with one or more persons to commit an act of academic/scholastic dishonesty; and
5. **Multiple Submission:** Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.

Nonacademic Misconduct

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. The Office of Student Conduct will adjudicate such incidents under nonacademic procedures.

Sexual Misconduct

Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance (titleixteam@pvamu.edu) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance or have questions, they may contact the Title IX Coordinator at 936-261-2144 or titleixteam@pvamu.edu. More information can be found at [Title IX Webpage](#), including confidential resources available on campus.

Pregnancy, Pregnancy-related, and Parenting Accommodations

Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related conditions, or parenting (reasonably immediate postpartum period) are encouraged to contact Student Disability Services or the Dean of Students' Office for additional information and to request accommodations.

Non-Discrimination Statement

Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity in its programs and activities. The University is committed to supporting students and complying with The Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Harrington Science Building, Suite 109 or by phone at 936-261-1744 or 1792.

Class Attendance Policy (See the University Online Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports the full academic development of each learner, whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or the internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in the assignment of a grade of "F." Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rest with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the University Online Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

Technical Considerations

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra*
- Smartphone or iPad/Tablet with Wi-Fi*
- High-speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

* Smartphones, Google Chrome books, and Android tablets may not be supported. iPads are the only tablets supported.

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving email
- A working knowledge of the Internet
- Microsoft Word (or a program convertible to Word)
- Acrobat PDF Reader
- Windows or Mac OS
- Video conferencing software

Netiquette (online etiquette)

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussion boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as

"wassup?" and texting abbreviations such as "u" instead of "you." Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and the message might be taken seriously or sound offensive.

Video Conferencing Etiquette

When using Zoom, WebEx, or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during the session. Before the class session begins, test audio, video, and lighting to alleviate technology issues.

Technical Support

Students should go to [Password Reset Tool](#) if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services at 936-261-3283 or email ciits@pvamu.edu.

Communication Expectations and Standards

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can occur in a seminar fashion. The use of the discussion board will accomplish this. The instructor will determine the exact use of discussion boards.

It is strongly suggested that students type their discussion postings in a word processing application such as Word and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons:

- 1) If for some reason your discussion responses are lost in your online course, you will have another copy;
- 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, copy and paste to the discussion board.