The University of Oklahoma
College of Continuing Education
Advanced Programs – Course Syllabus

Course Title:
Introduction to Graduate Studies in Human Relations

Course Number:
HR 5093-221

Course Description:
Utilizing an interdisciplinary approach, students will be exposed to an introduction of theory and practice in human relations. Change will be discussed at the individual, small group, organizational, community, policy and societal levels. The application of human relations theories and concepts to personal growth and development will also be explored.

The format for this class includes lecture, group discussion, class presentations, written assignments, and analysis of video material.

Class Dates, Location and Hours:

Dates: September 13-18, 2016
Location: Spangdahlem AB, Germany. Students should check with Site Director for classroom location.
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: August 15, 2016

Site Director:
Cherié Cutler. Phone: DSN 452-7555, CIV 06565-61-7555; Fax: Spangdahlem Library 06565-7843; Email: apspangdahlem@ou.edu

Professor Contact Information:

Course Professor: Vicki L. Tall Chief, Ed.D
Mailing Address: College of Public Health, Room 469
University of Oklahoma Health Sciences Center
PO Box 26901
801 N.E. 13th Street
Oklahoma City, OK 73190
Telephone Number: (405) 833-0908
E-mail Address: vicki-tallchief@ouhsc.edu
Professor availability: The professor will be available via e-mail 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 4 p.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.

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:
The objectives of this course are to enable students to:

- understand major theoretical approaches to human relations;
- define human relations as an art, science, and a multidisciplinary field;
- identify issues that impede or facilitate positive human relations;
- develop communication competence, an understanding of graduate education standards, and the tools needed for graduate study;
- be familiar with the historical foundations of human relations;
- develop a clear understanding of diversity as a foundation of social justice;
- understand the concept of a service orientation to the human relations profession; and
- apply the knowledge and skills gained in the program to possible career opportunities in human relations.

Assignments, Grading and Due Dates:

Use APA guidelines for all assignments.

Readings:

Begin reading the chapters in the DeCenzo text. You should have most of it read before class begins. There will be an exam on the last day of class covering this material.

Pre-class Paper:

Write a paper (5-6 pages, double-spaced typed) that presents your perspective of human relations, the need for an interdisciplinary studies approach in Human Relations, and the usefulness of human relations studies to your profession or to important situations in your life. You should draw on personal perspectives and readings provided in the class texts. This paper is due the first day of class and a brief presentation to the class is required (50 points).

Team Presentation:

Teams will be formed and given assignments for a presentation on the chapters in the DeCenzo text. A portion of class time will be allotted for preparation. (50 points).

Final Exam:

The final exam will be given during the last class period. This will cover information provided in class and in the text. (100 points)

Post Seminar Assignment:

Read the following book: *FISH! A remarkable way to boost morale and improve results.* If you have previously read this book and want to read another one, you may choose *Fish sticks* or *When fish fly* (which are follow-ups to the first book). **These books will not be provided by Advanced Programs.**


**Fish!** paper due 10 days from the last class period, **September 28, 2016**. Papers not received by this date receive a grade of “I” (incomplete). Write a 7-10 page paper (double-spaced, 12 pt. font) which includes: 1) a brief review of the source you chose, 2) a description of the key elements or points chosen for discussion in the paper, 3) an analysis of the chosen points using relevant material covered in the course and from your textbook, and 4) conclusions and observations that apply to your own work setting. (100 points)

**Grading:**

This is a letter-graded course: A, B, C, D, or F. A=300-270 points; B=269-240 points; C=239-210; D=209-180; and F=<179.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Pre-class paper</td>
<td>First day of class</td>
<td>50</td>
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<tr>
<td>Team Presentation</td>
<td>During class time</td>
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<td>Final Exam</td>
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<td>100</td>
</tr>
<tr>
<td>Post-Seminar Assignment</td>
<td>10 days from last class session, <strong>September 28, 2016</strong></td>
<td>100</td>
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**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.
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 make 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.

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
Vicki L. Tall Chief, Ed.D.

Education
- 1978  Ed.D. in Health Education; Curriculum and Instruction, West Virginia University
- 1974  M.S. in Health Education, Eastern Illinois University
- 1972  B.S. in Health Education, Eastern Illinois University

Current Positions
- 2016  Professor Emeritus, Department of Health Promotion Sciences, College of Public Health, The University of Oklahoma Health Sciences Center
- 1990-Present  Associate Professor, Department of Health Promotion Sciences, College of Public Health, The University of Oklahoma Health Sciences Center
- 1999-2000  Interim Chair, Department of Health Promotion Sciences Center, College of Public Health, The University of Oklahoma Health Sciences Center
- 1999-Present  Adjunct Associate Professor, Department of Human Relations, The University of Oklahoma
- 1984-1990  Associate Professor of Health Education, Department of Health and Sport Sciences, The University of Oklahoma and Coordinator, Health Promotion Program, Department of Health and Sport Sciences, The University of Oklahoma
- 1978-1984  Assistant Professor of Health Education, Department of Health and Sport Sciences, The University of Oklahoma
- 1975-1978  Health Education Instructor, West Virginia University
- 1972-1975  Public School Teacher, Neoga High School, Neoga Illinois
- Advanced Programs Professor since 1994.

Frequently Taught Advanced Programs Courses
- HR 5092  Introduction to Graduate Studies in Human Relations
- HR 5082  Seminar in Group Dynamics

Major Areas of Teaching and Research Interest
- Principles of health education and health promotion
- Health Promotion Program Planning
- Program Evaluation
- Introduction to Graduate Studies in Human Relations
- Planning and evaluation of chronic disease interventions
- Tobacco use prevention and cessation among Native Americans

Representative Publications and Presentations
- 2006-2007 ASPH/CDC Tribal Preparedness Resources Collaboration Group, Improving Partnerships for Tribal Preparedness. Authors: Coulter and Tall Chief, Published by ASPH,
October 2007.

- Tribal Preparedness Resources: Developing Collaborations with Tribal Nations. (Cleaver) Tall Chief, et.al. Published by ASPH, January 2007.
- Crawford, M. with the CDC Tobacco Control Network Writing Group (Cleaver), Cigarette smoking and adolescents: Messages they see and hear. Public Health Reports 2001; Suppl. 1 (116): 203-215.

Representative Honors and Awards Received

- College of Public Health Outstanding Teaching Award, May 2014.
- Appointed by HHS Secretary Michael Leavitt to the Interagency Committee on Smoking and Health (federal committee chaired by the Surgeon General of the US) - 2007-2013.
- Board of Directors, Schools for Healthy Lifestyles, Oklahoma City Public Schools, 1999-present.
- Elected member, National Coalition for Health Education Organizations (NCHEO), one of ten Delegates. 2007-2010. Elected to represent PHEHP/APHA.
- Chair, Behavioral & Social Sciences Council of the Association of Schools of Public Health, 2003-2006
- Advisory Council, Oklahoma Poison Control Center, 2001-present.
- Elected, Director, Health Educator Section, American School Health Association, 1996-98.
- Outstanding Teaching Award, Department of Health Promotion Sciences, University of OK, 1996.
- Nominated for the Crook Outstanding Faculty Award in the College of Liberal Studies, May 1996.
• Elected, Member, Eta Sigma Gamma, National health Science Honorary, January 1989.
• Recipient, Eta Sigma Gamma Scholarship Key, January 1990.

Major Professional Affiliations

• Association of Schools of Public Health (Chair, Behavioral and Social Sciences Council, 2004-2006)
• American Public Health Association (Elected to Governing Council, 2002-2003)
• Society of Public Health Educators (Chair, School Health Section, 1993-1994)
• Oklahoma Public Health Association (President, Health Education Section, 1991-1992)
• American School Health Association (Director, Health Educator Section, 1996-1998)
• Eta Sigma Gamma