Course Title:
Introduction to Graduate Studies in Human Relations

Course Number:
HR 5093-102

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: September 19-25, 2011
Location: Hurlburt Field, Florida. Class will be held in Bldg. 90220, 221 Lukasik Ave.
Hours: Mon-Fri; 6:00 p.m.-9:30 p.m.; Sat 8:00 a.m.-4:30 p.m.; Sun 8:00 a.m.-12:00 p.m.
Last day to enroll or drop without penalty: August 21, 2011

This military installation is not open to the general public. In order to take courses at this installation, students must have a current military or Department of Defense identification card which allows them to access the installation.

Site Director:
Kelly Gaskell. Assistant: Javier Ruiz. Phone: 850-581-3000; Fax: 850-581-3004; E-mail: aphurlburt@ou.edu

Professor Contact Information:

Course Professor: Glenda Hufnagel, Ph.D.
Mailing Address: 1704 Homeland
Norman, OK 73072
Telephone Number: (405) 447-3112
Fax Number: (405) 325-4402
E-mail Address: gahufnagel@ou.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 Follett/AP Bookstore located in the Oklahoma Memorial Union, 900 Asp Ave., Norman, OK. Orders can be placed online at www.oklahomaunion.bkstr.com or by telephone at 866-369-9713 (toll free in the U.S.) or 405-325-5960 (outside the U.S.). E-mail orders may be sent to oklahomaunion@bkstr.com. Representatives are available from 8 a.m. to 6 p.m. CST Monday through Thursday and 8 a.m. to 5 p.m. CST on Friday. Summer hours: 8 a.m. to 4 p.m. CST. Faxed orders may be placed 24 hours a day to 866-223-5607 (toll free in the U.S.) or 405-325-1557 (outside the U.S.).


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

Note: The Follett/AP Bookstore 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 the Follett/AP Bookstore.

**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;
- review the ethical issues involved in the helping professions;
- discuss the various aspects of the internship experience in human relations graduate study; and
- demonstrate an understanding of how to use the American Psychological Association’s (APA) writing format.

**Course Outline:**

1. Introduction
2. Writing in APA format
3. Expectations of graduate human relations study
4. Explore the concept of “knowledge.”
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:**

1. Attendance: 20 points

   Students are expected to attend class meetings and team project meetings. Class attendance is mandatory; thus failure to attend class meetings will result in the lowering of students’ grades by two points for each missed class.

2. Paper. Due the first class meeting. 20 points.

   After reading the assigned materials, write a 10-12 page paper following APA format on the concept of “hero.” More specifically, discuss your own “hero.” This individual may be a friend, family member, mentor, etc.; however, it must be someone you know personally. 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. You must have seven to ten references. Your outside resources must be peer-reviewed materials; that is academic, scholarly articles or books. You may find it helpful to use the on-line OU library for your resources. Do not use web-sites and other non-peer reviewed on-line resources. Again, these should be academic, scholarly materials.
More specifically, your paper should:

1) contain in-text citations;
2) at least seven references on the reference page;
3) use standard size (12 pt.) Times Roman font;
4) omit the abstract and running head;
5) use 1” margins on all sides;
6) use a separate coversheet containing the title of your paper, your name, title of the course, and the date;
7) contain 10-12 pages of double-spaced text;
8) number the first page of text as Page 1; and
9) staple your paper in the upper left corner, do not use plastic covers.

Refer to the *APA Publication Manual* for assistance in using proper in-text citations, and citations on the reference page. You may also contact OU’s Writing Center for APA assistance. Contact them at [www.ou.edu/writingcenter](http://www.ou.edu/writingcenter) or at 405-325-4402.

3. Team Presentation: During class sessions. 20 points

Students will be divided into small groups the first night of class. Each group will explore topics of interest in the graduate study of human relations from 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 45 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.

4. 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.

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<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
<th>Percent of Grade</th>
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<tbody>
<tr>
<td>Attendance</td>
<td>All class sessions</td>
<td>25</td>
</tr>
<tr>
<td>Paper</td>
<td>First night of class</td>
<td>25</td>
</tr>
<tr>
<td>Group presentation</td>
<td>During class sessions</td>
<td>25</td>
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<tr>
<td>Final exam</td>
<td>Last class session</td>
<td>25</td>
</tr>
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**Recording Devices/Beepers/Phones/Computers:** This course is both didactic and experiential; thus, students should feel fully present during class. Class sessions may not be tape-recorded. Telephones, beepers, and/or pagers should be turned off or placed on silent mode. Computers should not be used during class. Students who require an exception to this policy should discuss it with the professor.

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

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.
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. 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 Honesty

Honesty is a fundamental precept in all academic activities and … [you] have a special obligation to observe the highest standards of honesty. Academic misconduct in any form is inimical to the purposes and functions of the University and is therefore unacceptable and is rigorously proscribed. Academic misconduct includes:

- cheating (using unauthorized materials, information, or study aids in any academic exercise), plagiarism, falsification of records, unauthorized possession of examinations, intimidation, and any and all other actions that may improperly affect the evaluation of a student’s academic performance or achievement; assisting others in any such act; or attempting to engage in such acts.

All acts of academic misconduct will be reported and adjudicated as prescribed by the student code of the University of Oklahoma. All students should review the “Student’s Guide to Academic Integrity” found at http://www.ou.edu/provost/integrity

Accommodation Statement

The College of Continuing Education [Advanced Programs] is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your 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.

Copyright

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

Glenda Hufnagel, Ph.D.

Education

- Ph.D. in Historical, Philosophical, and Social Foundations of Education, University of Oklahoma
- MHR in Human Relations (Counseling Emphasis), University of Oklahoma
- M.A. in Communication (Interpersonal and Small Group), University of Oklahoma
- Postgraduate Training in Counseling, Oregon State University

Current Positions

- Advanced Programs Professor since 1994
- Assistant Professor, Human Relations Department, University of Oklahoma
- Visiting Professor, Graduate Division, Department of Political Science & Public Administration, Russell Sage College, Albany, New York

Frequently Taught Advanced Programs Courses

- HR 5003 Theoretical Foundations of Human Relations
- HR 5013 Current Problems in Human Relations
- HR 5153 Human Emotions
- HR 5113 Women & Jungian Concepts
- HR 5113 Women, Work & Family
- HR 5093 Introduction to Graduate Studies in Human Relations
- HR 5473 Women & Mental Health

Major Areas of Teaching and Research Interest

- Self-in-relation theory and practice
- Menarche as a psychosocial event
- Women and class issues
- Autoethnography and narrative as research method

Representative Publications and Presentations

- Women turning the world right side up: Bringing Native American women into the university curriculum – A selected interdisciplinary resource guide. Transformations Journal, 11(1), Spring, 2000.
- A girl to puberty has come: Celebrating menarche in the Mescalero Apache tradition. South Central Women’s Studies Association, Spring, 1998.
• Bringing class issues into the women’s studies classroom. South Central Women’s Studies Association. College Station, TX: Texas A & M University. March, 1997.

Representative Honors and Awards Received

• Who’s Who In the World
• Who’s Who In America
• Who’s Who in the South and Southwest,
• Phi Kappa Phi Honor Society, OU Charter Member
• McNair Scholars Faculty Mentor Award
• Phi Lambda Theta International Honor Society
• University Educators Teaching Award, Alpha Phi Omega
• Student Affairs Dean’s Faculty Service Award
• Presidential Adopt-A-Faculty Member Program, Omega Psi Phi
• Mentor’s Service Award, Phillips Minority Scholars Program, 1998 and 1999
• Presidential Commendation for University Service, Phillips Minority Scholars Program, 1998
• Nominated for the 1998 Popular Culture Association and American Culture Association’s Women’s Caucus Awards for Excellence in Feminist Studies, Thirteenth Annual Awards Competition: Kathleen Gregory Klein Award for the Best Unpublished Article in Popular Culture and American Culture. (Article, “Body Bound Knowledge: Comments on Learning and Teaching in Women’s Studies”)
• Winner of the 1996 National Faculty Competition for the Invitational Conference at the Women’s Equity Institute Marymount College, Tarrytown, NY. (Paper, “Body Bound Knowledge: Comments on Learning and Teaching in Women’s Studies”)

Major Professional Affiliations

• President, South Central Women’s Studies Association
• National Women’s Studies Association
• American Association of University Women
• National Council for Research on Women
• Oklahoma Counseling Association
• American Counseling Association
• National Association for Women in Education
• Phi Kappa Phi Honor Society