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

Course Title:  
Research in Human Relations

Course Number:  
HR 5023-492

Course Description:  
This online course is designed to prepare students to engage in a range of research endeavors utilizing different research designs, data gathering tools, sampling frames, and data analysis strategies. Social research will be examined from both quantitative and qualitative perspectives. You generally may work at your own speed but you must submit your work on time.

Prerequisite:  
Admission to the degree program in Human Relations or permission of Department. Special focus will be upon designing and implementing a research project related to the student’s area of concentration in human relations.

Course Dates:  
May 1 – August 31, 2012  
Last day to enroll or drop without penalty: April 2, 2012

Site Director:  
This is a three-credit hour online course. Please see your local Site Director or e-mail our online site coordinator at aponline@ou.edu

Professor Contact Information:  
Course Professor: Jody Worley, Ph. D.  
Mailing Address: University of Oklahoma  
4502 E. 41st Street, 1J24  
Tulsa, OK, 74035  
Telephone Number: (918) 660-3486  
Fax Number: (918) 660-3490  
E-mail Address: jworley@ou.edu  
Virtual Office Hours: M-F 8-5  
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 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 405-325-7140 (outside the U.S.).


2. Materials posted on the OU Desire to Learn (D2L) system: Access D2L at http://learn.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: 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.

OU E-Mail:
All official correspondence from distance learning instructors will be sent only to students’ ou.edu address.

Online Learning Resource Center:
The Online Learning Resource Center of the University of Oklahoma’s College of Arts and Sciences Online Program is here to serve you and assist you with any questions, problems, or concerns you may have. For assistance go to http://casweb.ou.edu/olr/ or contact us by telephone at: (405) 325-5854 or Email: casonline@ou.edu

Course goals or overview:
To create technically proficient social science consumers

Course Objectives:
- To prepare human relations professionals to be both a consumer and producer of applied research to the human condition.
- To prepare human relations professionals to understand the theoretical issues of inquiry relative to research design.
- To demonstrate an understanding of the scientific method.
- To understand issues of validity and reliability.
- To demonstrate a thorough understanding of the ethical issues relevant to social research.
- To develop a research project and appropriate methodological design to evaluate the research question.
- To demonstrate an understanding of basic descriptive and inferential statistics.

Course Outline:

Unit One – Getting Started
1. The types and uses of social research.
2. The relationship between theory and research.
3. Selecting researchable topics and questions.
4. Ethics and social research.

Unit Two – Observational Methods and Measurement: Questionnaires and Structured Interviews
5. Strategies of systematic observational research.
7. Reliability and validity in measurement and research.
8. Qualitative interviewing.

Unit Three – Design and Implementation
9. Randomized experiments and causal inference.
11. Random and non-random sampling strategies

Unit Four – Describing Data and Making Inferences
12. Summarizing and describing data.
13. Correlating variables.
14. Statistical significance, effect size, and power analysis.
15. Communicating research findings.
Assignments, Grading, and Due Dates:

1. Work to Be Completed before Course Start Date: Before the first day of the course, you should have read the first three chapters of Rosnow and Rosenthal (2008). Questions will be based on the readings from this book.

2. Unit Project Assignments: At the end of each month in the course, you will submit all of your work from each of the lessons that comprise the unit work for that month. There are four unit project assignment due dates, one for each of the units. Each unit includes three or four lesson assignments. There are a total of four units, and 15 lessons (see the course outline above). The lesson assignments are not necessarily cumulative but things that you learn in earlier units/lessons will need to be understood for later units/lessons. These project assignments are “open book” and “open notes”. They constitute 100% of your final grade. Your completed work for each lesson must be uploaded to the D2L webpage before midnight on the due date. Any late papers will have one letter grade deducted from its score, so please plan ahead. Don’t wait until 11:59 on the due date and then discover that your “computer is down” or that you “have the flu.” I strongly encourage you to complete each lesson assignment before moving on to the next lesson, and turn your work in early if at all possible.

For each unit, I will post notes, reading assignments, and project assignments for each lesson on D2L in the week prior to the beginning of the unit. That will allow you to work ahead a little bit. In general, you should complete one lesson each week to stay on track for the course.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
<th>Percent of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit 1</td>
<td>May 31, 2012</td>
<td>25</td>
</tr>
<tr>
<td>Unit 2</td>
<td>June 30, 2012</td>
<td>25</td>
</tr>
<tr>
<td>Unit 3</td>
<td>July 31, 2012</td>
<td>25</td>
</tr>
<tr>
<td>Unit 4</td>
<td>August 31, 2012</td>
<td>25</td>
</tr>
</tbody>
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Grading:

This is a letter-graded course: A, B, C, D, or F. The standard convention for assigning letter grades for the course will be followed:

A = 90% - 100% of total points possible  
B = 80% - 89%  
C = 70% - 79%  
D = 60% - 69%  
F < 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.

Policy for Late Work:

Please contact the professor regarding his/her policy for late work

Attendance Policy:

In addition to interaction via Desire2Learn and E-mail contact, students are required to contact the instructor via E-mail or telephone BEFORE the beginning of the course term for an initial briefing. Although physical class meetings are not part of this course, participation in all interactive, learning activities is required.

Student assignments and student/instructor communications will be conducted via Desire2Learn, although students may contact the instructor via telephone, postal mail, e-mail, or fax as needed.
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 Incompleted 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).

Procedures for Completion of Course Evaluation:

Upon completion of the course students should go to the Advanced Programs Distance Learning webpage and click on the applicable semester link under “Course Evaluations” which will direct them to the evaluation. The evaluation will take approximately five minutes to complete. Completion of the online evaluation is an important tool allowing Advanced Programs to gain information and student feedback for improvement of courses.

Your responses will be kept confidential. They will be reviewed by the department and only supplied to the professor once grades for the course have been submitted.

Important information you should know about online courses:

- To sign on to Desire2Learn (D2L), go to www.learn.ou.edu and log in using your 4+4 and your OU network password (note that this is the same 4+4 and password that you use to access your OU email). Once you are logged in, please look on the right-hand side for “My Courses,” locate your course and click on it. Remember to check your course site on D2L every day.

- Students enrolled in online courses may be required to take the CAS student orientation in Desire 2 Learn. To take the orientation, sign-on to D2L and then click on “Self Registration” at the top left corner of the page. Information about and instructions for the orientation can be found at http://casweb.ou.edu/olr/public/students/orientation.htm

- If the course is using a course website, you will find a link for the website on the first page of this syllabus. Please click on this link to start your course.

- Course Materials are available at Follett/AP Bookstore. On this syllabus you will find a link to the Follett Bookstore.

- If you need to drop or withdraw from a course, please contact your Site Director. You can drop a course without a penalty up to the add/drop date. You can drop a course after the add/drop date through the first day of class with a penalty.

  1) 16-29 days before start of class session 25% penalty
  2) Between 15 days before and the start of first class session 50% penalty
  3) On the first day of class 100% penalty

- After the class has started, you can only withdraw from the course with the professor’s permission; you will not receive a refund for your tuition. You can only drop without a penalty after the add/drop date by providing proper documentation and receiving approval from the Advanced Programs Theater Director. Provide this documentation to your Site Director.
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.

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
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
- HR5023 Research in Human Relations
- HR5323 Organizational Behavior
- HR5113 Diversity and Justice in Organizations

Major Areas of Teaching and Research Interest
- Research Methods
- Advanced Research Methods
- Statistics
- Organizational Behavior
- Work and Life Integration
- Diversity and Justice in Organizations

Representative Publications and Presentations


Representative Honors and Awards Received

• 2010-11 Principal Investigator, “Juvenile Offender Re-entry Project” with Tulsa Youth Services, and the Oklahoma Office of Juvenile Affairs. Funding received through the US Department of Justice ($99,835).

• 2008-09 Co-Principal Investigator on “Child Care Portfolio Project” with the State of Oklahoma, Department of Human Services ($20,000).

• 2007-08 Co-Principal Investigator to evaluate the Positive Behavior Support (PBS) programs with Tulsa Public Schools ($31,728).

• 2007-08 Co-Principal Investigator contracted to evaluate the Youth Philanthropy Initiative (YPI) with by Schusterman Family Foundation ($9,995).

• 2006-07 Tulsa Mayor’s Citizen Corps Contract Award to investigate volunteer engagement ($4,900).

• 2003 Stipend in the amount of $3,896 to research the impact of Faculty Innovation Grant awards ($33,709) on teaching and learning at Tulsa Community College, Tulsa, OK.

• 2002 Stipend in the amount of $1,948 to research the impact of Faculty Innovation Grant awards ($38,912) on teaching and learning at Tulsa Community College, Tulsa, OK.

• 2001 Stipend in the amount of $3,700 to research the impact of Faculty Innovation Grant awards ($38,295) on teaching and learning at Tulsa Community College, Tulsa, OK.

• 1998 Office of Aviation Medicine - Outstanding Team award from the Federal Air Surgeon for research conducted at the Civil Aviation Registry in Oklahoma City, OK.

Major Professional Affiliations

• American Psychological Association (APA)

• Southern Management Association (SMA)

• American Educational Research Association (AERA)