



Psychology 739.18

Teams in Organizations

Winter 2014

Instructor:	Dr. Tom O'Neill	Lecture Location:	Admin 051
Phone:	403-220-5207	Lecture Days/Time:	M 12:00 – 3:00pm
Email:	toneill@ucalgary.ca		
Office:	A264		
Office Hours:	By appointment		

Course Description and Goals

The course will offer an overview of selected topics in the area of work team functioning and effectiveness. Students will conduct an applied project intended to translate course research papers into practical applications. Further, a research paper will allow students to achieve superior understanding of a particular topic within the teams literature.

Required Text

No text is required.

Evaluation

1. Team project and presentation: You will participate in a team project with other students in the course. The project will require that you provide an evidence-based practical deliverable for use in organizations to help them promote their teams' capacity (50%). Presentations will be scheduled sometime during the last two weeks of term. Students missing a presentation will be assigned a zero.
2. Term paper: You will write a literature review or research proposal on a teams-related topic (50%). Due date: April 29th, 11:59pm, via email to toneill7@gmail.com. Students will lose 10% of their grade per day late up to two days. Papers received later than this will be assigned a zero.

Grading Scale

A+	96-100%	B+	80-84%	C+	67-71%	D+	54-58%
A	90-95%	B	76-79%	C	63-66%	D	50-53%
A-	85-89%	B-	72-75%	C-	59-62%	F	0-49%

To determine final letter grades, final percentage grades will be rounded up or down to the nearest whole percentage (e.g., 89.5% will be rounded up to 90% = A but 89.4% will be rounded down to 89% = A-).

Date	
W Jan 8	Winter term lectures begin.
F Jan 17	Last day to drop Winter Term half-courses.
M Jan 20	Last day to add or swap Winter Term half courses. Last day for change of registration from audit to credit or credit to audit.
F Jan 24	Fee payment deadline for Winter Term fees.
Mar 16-23	Reading Week. No lectures. University open (except Family Day).
M Mar 17	Alberta Family Day, University closed (except Taylor Family Digital Library, Law, Medical, Gallagher and Business Libraries). No lectures.
M Apr 14	Winter Term Lectures End. Last day to withdraw from full courses and Winter Term half courses.
Apr 19-29	Winter Term Final Examinations.

Schedule

Date	Topic
W Jan 8	Winter term lectures begin.
M Jan 13	Introduction; Overview of team constructs, relations with performance Read in this order, prior to class and be prepared to discuss: Marks, M. A., Mathieu, J. E., & Zaccaro, S. J. (2001). A temporally based framework and taxonomy of team processes. <i>Academy of Management</i> , 26, 356-376. LePine, J. A., Piccolo, R. F., Jackson, C. L., Mathieu, J. E., & Saul, J. R. (2008). A meta-analysis of teamwork processes: Tests of a multidimensional model and relationships with team effectiveness criteria. <i>Personnel Psychology</i> , 61, 273-307.
F Jan 17	Last day to drop Winter Term half-courses.
M Jan 20	Teambuilding, team launch, team development
F Jan 24	Fee payment deadline for Winter Term fees.
M Jan 27	Team performance assessment, management, and peer ratings
M Feb 3	Multilevel theory
M Feb 10	Team composition
Feb 16-23	Reading Week. No lectures. University open (except Family Day).

M Feb 17	Decision making and information sharing
M Feb 24	Conflict
M Mar 3	Conflict
M Mar 10	Conflict management
M Mar 17	Virtual teams
M Mar 24	Diversity & Faultlines
M Mar 31	Healthcare teams
M Apr 7	Team presentations
M Apr 14	Team presentations Winter Term Lectures End. Last day to withdraw from full courses and Winter Term half courses.
Apr 19-29	Winter Term Final Examinations.

Reappraisal of Grades

A student who feels that a piece of graded term work (e.g., term paper, essay, test) has been unfairly graded, may have the work re-graded as follows. The student shall discuss the work with the instructor within 15 days of being notified about the mark or of the item's return to the class; no reappraisal of term work is permitted after the 15 days. If not satisfied, the student shall immediately take the matter to the Head of the department offering the course, who will arrange for a reassessment of the work within the next 15 days. The reappraisal of term work may cause the grade to be raised, lowered, or to remain the same. If the student is not satisfied with the decision and wishes to appeal, the student shall address a letter of appeal to the Dean of the faculty offering the course within 15 days of the unfavourable decision. In the letter, the student must clearly and fully state the decision being appealed, the grounds for appeal, and the remedies being sought, along with any special circumstances that warrant an appeal of the reappraisal. The student should include as much written documentation as possible.

Plagiarism and Other Academic Misconduct

Intellectual honesty is the cornerstone of the development and acquisition of knowledge and requires that the contribution of others be acknowledged. Consequently, plagiarism or cheating on any assignment is regarded as an extremely serious academic offense. Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Students should examine sections of the University Calendar that present a Statement of Intellectual honesty and definitions and penalties associated with Plagiarism/Cheating/Other Academic Misconduct.

Academic Accommodation

It is the student's responsibility to request academic accommodations. If you are a student with a documented disability who may require academic accommodation and have not registered with the Disability Resource Centre, please contact their office at 403-220-8237. Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. You are also required to discuss your needs with your instructor no later than 14 days after the start of this course.

Freedom of Information and Protection of Privacy (FOIP) Act

The FOIP legislation disallows the practice of having student's retrieve tests and assignments from a public place. Therefore, tests and assignments may be returned to students during class/lab, or during office hours, or via the Department Office (Admin 275), or will be made available only for viewing during exam review sessions scheduled by the Department. Tests and assignments will be shredded after one year. Instructors should take care to not link students' names with their grades, UCIDs, or other FOIP-sensitive information.

Evacuation Assembly Point

In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at

<http://www.ucalgary.ca/emergencyplan/assemblypoints>

Please check this website and note the nearest assembly point for this course.

Student Ombudsman's Office

The Office of the Student Ombuds provides independent, impartial and confidential support for students who require assistance and advice in addressing issues and concerns related to their academic careers. The office can be reached at 403-220-6420 or ombuds@ucalgary.ca (<http://www.su.ucalgary.ca/services/student-services/student-rights.html>).

Safewalk

The safewalk program provides volunteers to walk students safely to their destination anywhere on campus. This service is free and available 24 hrs/day, 365 days a year.

Call 403-220-5333.

Important Dates

The last day to drop this course with no "W" notation and **still receive a tuition fee refund** is **January 17th, 2014**. Last day for registration/change of registration is **January 20th, 2014**. The last day to withdraw from this course is **April 14th, 2014**.