



BAD 52 · Human Relations · spring 2023

Section 4126- Online

Instructor: Katie Seder

kseder@santarosa.edu or Canvas message- I will respond to your message within 24 hours

Office hours: by appointment via Zoom

Zoom meeting room: 321 624 5125

Welcome to Human Relations!

This course is entirely online with no mandatory class meetings.

Course Description

Human relations addresses issues of self-esteem, values, attitudes, motivation, communications, team dynamics, change, creativity, conflict, stress, diversity, ethics, and health. This course is an exploration of the awareness and self-understanding of how interpersonal skills influence relationships with others and how to enhance those skills to be more successful as a member of a work environment and society.

Student Learning Outcomes

Upon completion of this course, you should be able to:

1. Demonstrate an understanding of self-esteem, values, attitudes, and motivation, in the context of organizational behavior within a diverse society.
2. Examine communication styles and recognize how different styles affect individual behavior.
3. Describe the issues that influence effective teamwork and the process for resolving conflict.

Textbook

Human Relations: Strategies for Success, Lamberton, Minor and Zeigler, 7th Ed., McGraw Hill
ISBN: 9781264071043

Purchase/rent any format of the 5th, 6th or 7th edition. Note: different formats may have different ISBN numbers.

Assignments and Participation

This course is set up as weekly modules with assignments due each week on the following Monday. Because some students like to work ahead, I will make every attempt to release 2 modules at a time (2 weeks of class work). See schedule for additional assignment details. *Assignments are due within 1 week of the original due date.* Additional time to complete assignments will be at my discretion. Contact me if you are falling behind so that we may create a plan for your success in this course.

Participation in the weekly class discussions is essential for success in this course. *Missing more than three class discussion could affect your grade.* **Note:** It is your responsibility to drop.

Consult the semester calendar for drop deadlines: <https://admissions.santarosa.edu/academic-calendar>

Student Conduct

Respectful and courteous behavior is expected of all students. You are to abide by the SRJC policies for conduct and ethical student behavior. You are also expected to maintain academic honesty and integrity while in this course and you responsible for the authenticity and content of the work that you submit.

Accommodations

If you already have an accommodation, send me your letter as soon as possible. If you believe you need accommodations in this class, contact Disability Resources (707-527-4278).

Grading Structure- Grades will be updated weekly in Canvas

Course Work	Percentage of Grade
Written Assignments: 4 Case Study Response Papers; 2- page response to human relations scenario	30
Exams: 3 open-book exams; 30 questions/exam; multiple choice questions and 1 essay answer question, final exam presentation (10%)- Applying human relations concepts to a business	50
Participation: Weekly discussions in groups	20
Total	100

Course Schedule

NOTE: This schedule is tentative and may be changed. Always refer to the Canvas course site for current assignment details and due dates.

Week of	Topic	Assignments
January 18	Welcome to Class!	-Get textbook -Review syllabus/schedule -Class discussion: Introductions
January 23	Intro. to Human Relations	- Read Ch. 1 -Class discussion: Introductions
January 30	Self-Concept Self-esteem	- Read Ch. 2 -Class discussion - Case study response 1 due: January 30

Week of	Topic	Assignments
February 6	Self-Awareness Self-Disclosure	-Read Ch. 3 -Class discussion
February 13	Attitudes Values	-Read Ch. 4 -Class discussion
February 20	Test 1	Test 1 (Chapters 1-4) due: February 21 (Holiday on February 20)
February 27	Motivation	Read Ch. 5 -Class discussion - Case study response 2 due: February 27
March 6	Groups and Teams	- Read Ch. 7 -Class discussion
March 13	Emotional Intelligence	- Read Ch. 8 -Class discussion
March 20	Spring Break- No assignments due	
March 27	Test 2	-Test 2 (Chapters 5, 7, 8) due: March 27
April 3	Individual & Organizational Change	-Read Ch. 9 -Class discussion -Case study response 3 due: April 3
April 10	Conflict & Stress Management	- Read Ch. 11 and Ch. 12 -Class discussion
April 17	External & Internal Customers	-Read Ch. 13 -Class discussion
April 24	Business Ethics and Social Responsibility	-Read Ch. 15 -Class discussion
May 1	Test 3	Test 3 (chapters 9, 11, 12, 13, 15) due: May 1
May 8	Final Presentation	Work on final Presentation -Case study response 4 due: May 8
May 15	Final Presentation	Work on final Presentation
May 22	Final Presentation	Final exam presentation due: Monday, May 22