

Course	MNGT 3440 Stress Management
Term, Day, Time	Fall 2, 2011 Thursdays: October 20, 27, November 3, 10, 17, December 1, 8, 15: 6:00 – 9:50 pm
Instructor	Name: Lynn Joseph, Ph.D. Phone: (951) 780-7374 Email: lynnjoseph99@webster.edu : dr.lynn.joseph@gmail.com
Availability	Office Hours: By appointment
Catalog Description/ Content Area	Studies the impact of stress conditions within organizations and how they impair effective communication and organizational perceptions of organizational behavior. Involves a holistic approach to emotional and physiological stress management. Prerequisite: MNGT 2100.
Knowledge and Skills Outcomes	<ol style="list-style-type: none"> 1. Learn how the body and brain respond to stress and what the symptoms of stress are. 2. Identify and analyze stressors in social settings, including the workplace. 3. Experience several stress-reducing activities and learn other ways to lessen stress both personally and at the workplace. 4. Synthesize concepts in the course by creating and analyzing possible organizational responses to manage workplace stress. 5. Become familiar with major research findings in the field of Stress Management. 6. Develop a workplace project to evaluate and address stress concerns there, both personally and organizationally.
Materials	<p>Kottler, Jeffrey A., and Chen, David D. <u>Stress Management and Prevention: Applications to Daily Life, 2nd ed.</u> 2011, Routledge, Taylor & Francis Group, Florence, KY. ISBN: 0415885000 (pbk).</p> <p>Lundberg, Ulf, and Cooper, Cary L. <u>The Science of Occupational Health: Stress, Psychobiology, and the New World of Work.</u> 2011, John Wiley & Sons Ltd., West Sussex UK. ISBN: 1405199148 (pbk).</p>

Activities	Format will include lecture and discussion, exercises, visual aids, individual and team assignments. Activities will correlate with the readings and include experiential as well as written exercises to evidence competency.																									
Grading	<p>A 190 – 200 A- 180 – 189 B+ 173 – 179 B 166 – 172 B- 160 – 165 C 140 – 159 D 120 – 139 F Below 120</p> <p>The Undergraduate catalogue provides these guidelines and grading options: Grades in the program are A, A-, B, B-, C, D, F, CR, I, ZF, and W A/A- Superior graduate work B+/B/B- Satisfactory graduate work C Marginal work D Passing, but less than satisfactory F Unsatisfactory work I Incomplete work ZF An "I" that is not completed within the agreed-upon time limit set by the instructor (three months from the end of the course maximum) is automatically converted to a "ZF." A "ZF" is treated the same as an F or NC for all cases involving GPA, academic warning, probation and dismissal. W Withdrawn from the course</p>																									
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<p>Policy Statements: University Policies</p>	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p><u>Academic Honesty</u></p> <p>The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p><u>Drops and Withdrawals</u></p> <p>Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals in the Graduate Studies Catalogue to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p><u>Special Services</u></p> <p>If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p><u>Conduct</u></p> <p>Students enrolling in a degree program at Webster University assume the obligation of conducting themselves in a manner compatible with the University's function as an education institution. Misconduct for which students are subject to discipline may be divided into the following categories:</p> <ol style="list-style-type: none">1. All forms of dishonesty, cheating, plagiarism, or knowingly furnishing false information to the University.2. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other authorized activities on University premises.
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	<p>3. Classroom disruption. Behavior occurring within the academic arena, including but not limited to classroom disruption or obstruction of teaching, is within the jurisdiction of Academic Affairs. In case of alleged campus and/or classroom disruption or obstruction, a faculty member and /or administrator may take immediate action to restore order and /or to prevent further disruption (e.g. removal of student[s] from class or other setting). Faculty members have original jurisdiction to address the immediacy of a situation, as they deem appropriate. When necessary and appropriate, Public Safety and/or the local [or military] police may be contacted to assist with restoring peace and order. Faculty response is forwarded to the academic dean (or his or her designee) for review and, if necessary, further action. Further action might include permanent removal from the course. Repeated offenses could lead to removal from the program and/or the University.</p> <p>4. Theft or damage to property of the University. Students who cheat or plagiarize may receive a failing grade for the course in which the cheating or plagiarism took place.</p> <p>Students who engage in any of the above misconducts may be subject to dismissal from the University on careful consideration by the executive vice president of the University or his designee. To the extent that penalties for any of these misconducts (e.g. theft or destruction of property) are prescribed by law, the University will consider appropriate action under such laws.</p>		
<p>Course Policies</p>	<p>The syllabus may be revised at the discretion of the instructor without prior notification or consent of the student. The instructor reserves the right to add, delete, or modify any weeks of this schedule. Any changes will be announced in class.</p> <p>The University reserves the right to drop students who do not attend class the first two weeks of the term/semester. Students are expected to attend all class sessions of every course. In the case of unavoidable absence, the student must contact the instructor. Students absent from a class for any reason are responsible for what they missed. <u>Late assignments will not be accepted beyond three days. A 10% deduction in grade will be made for every day late up to three days.</u></p> <p>A makeup exam may be scheduled only if approved and arranged with the instructor in advance of the scheduled exam date.</p> <p>All electronic instruments that emit sounds, including cell phones and pagers, must be turned off while in the classroom. No exceptions will be made, as these devices distract from the teaching and learning environment.</p>		
<p>Schedule</p>	<p>Week</p> <p>0: Before the first class</p>	<p>Topics</p>	<p>Assignments</p> <p>Kottler & Chen: Ch 1-2 Lundberg & Cooper: Chapter 1 – 3, 7</p>

	1: Oct. 20	Introduction to course, review syllabus, team project (Stress Mngt. and Prevention Program corporate proposal). The nature of stress & the body's reactions to it; The new workplace.	For Class 2, read: Kottler & Chen: Ch 4-5 Lundberg & Cooper: Ch 4, 8
	2 : Oct. 27	Adaptive & maladaptive coping; Individual, cultural, and gender differences; Work as a source of health or cause of illness.	For Class 3, read: Kottler & Chen: Ch 6-7 Lundberg & Cooper: Ch 9
	3: Nov. 3	Stress Management Strategies 1: cognitive and time mgmt. strategies, workplace interventions.	Personal insights paper due. For Class 4, read: Kottler & Chen: Ch 8-9 Midterm review
	4: Nov. 10	Stress Management Strategies 2: psychological and physical methods of stress reduction; guided imagery exercise. Midterm exam.	For Class 5, read: Kottler & Chen: Ch 10-11 Lundberg & Cooper: Ch 11
	5: Nov. 17	College stress and its mngt.; Stress Prevention Strategies 1: self-care (nutrition and lifestyle); workplace prevention strategies.	Personal stress mgmt./prevention plan of action due. For Class 6: Read Kottler & Chen: Ch 12-13
	6: Dec. 1	Stress and conflict in relationships; Stress Prevention Strategies 2: developing resilience. Work in teams on corporate proposal/presentation.	For Class 7, read: Kottler & Chen: Ch 14-15 Lundberg & Cooper: Ch 12
	7: : Dec. 8	Optimal functioning; How to make it last; The future workplace.	For Class 8: review for final exam, and prepare to present (with Power Point slides) your team's corporate proposal.
	8: : Dec. 15	Team presentations. Final exam.	Team papers due: Corporate proposal: Stress Mngt. and Prevention Program .

