

1.0 BASIC COURSE INFORMATION

Psych 3696G Section 550 Dynamics of Mentorship in Psychology Research

Instructor: Dr. Christine Tsang
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Office Hours via Zoom: updated weekly and posted to OWL or by appointment

Instructor: Dr. Irene Cheung
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Office Hours via Zoom: Wednesdays, 3:30-4:30 pm

Scheduled class times: *Mondays 12:30-1:30pm on Zoom (link posted on OWL)
Course Website: Access via <https://owl.uwo.ca/portal> using Western ID and password

*note time change as per class agreement from official Western timetable

It is recommended that you check OWL and your Western email at least once a day to ensure that you do not miss any important class announcements, messages, or emails from the instructor.

2.0 CALENDAR DESCRIPTION

This seminar considers psychological theory and research relevant to successful mentorship in the research process. Students will apply their knowledge about mentorship through engagement with first-year students in a research project.

Antirequisite(s):

Prerequisite(s): By permission of the Department of Psychology at Huron.

Extra Information: 3 lecture hours, 0.5 course. (Huron)

Students are responsible for ensuring that they have successfully completed all course requirements. If you do not have the prerequisites for this course or written special permission from the Dean to enroll in this course, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

3.0 COURSE OBJECTIVES

Upon successful completion of this course, students should be able to:

- apply psychological research skills to manage a group research project

- communicate complex research problems and solutions to different audiences
- learn to collaborate in small groups to produce concrete deliverable outcomes
- learn to reflect on the process of collaboration and project management

4.0 DESCRIPTION OF CLASS METHODS

This course will focus on the development of communication skills and application of research skills through collaboration on a semester-long research project with a small group of first-year students. Students will be assessed in a variety of methods, including written reflection, oral presentations and class discussion participation.

This class will include synchronous class meetings each week on Mondays at 12:30. During this meeting, students will engage in a discussion of an assigned reading as well discuss challenges from lab meetings and upcoming lab deliverables.

Students will additionally be responsible for leading 2 synchronous Psych 1100E lab meetings every other week (see schedule below). In the “Week 2” of each module set, students will meet with the assigned Lab Instructor for their labs to discuss upcoming deliverables and lesson plans.

4.1 Course Activities and Deliverables

Dates	Facilitator	Topics to Cover	Week 1 Deliverables	Deadlines
January 11 – 22 Labs in Week 1: Jan 11-16	Lab Instructor & Mentor	Instructors introduce the structure of the winter term. Mentors then take over to introduce themselves and the project.	- Students are introduced to the main project – what is the big five, what are each of the factors, prompting them to start thinking of things they think might be correlated with one of these factors	
Jan 25 – Feb 5 Labs in Week 1: Jan 25-29	Mentor	Generating a research topic for the final project	- Run activity to help students brainstorm ideas for Big Five correlation project - Discuss possible research questions & narrow down some topics/questions - Finalize which big five item is being used - Assign students to find an article based on the topic they came up with	Feb 1 st – Skills workshop outlines due

Feb 8 – 14 Labs in Week 1: Feb 8-12	Mentor	Generating survey items related to group hypothesis	<ul style="list-style-type: none"> - Review research question and discuss hypothesis - Make decisions about how to operationalize variables - Create a short measure to correlate to Big Five - Assign key reading 	
Feb 15 – 19 Reading Week	---	---	---	---
Feb 22 – Mar 5 Labs in Week 1: Feb 22-26	Mentor	The Correlation as Statistic – Lab Manual Chapters 3 & 4	<ul style="list-style-type: none"> - Go over the correlational design, direction and strength, etc. - Explain the procedure of the lab project - Students complete questionnaire for main study in lab - Provide an example correlation for students to practice 	
Mar 8 – 19 Labs in Week 1: Mar 8-12	Mentor	Data instructions	<ul style="list-style-type: none"> - Provide answers to/take up correlation example 	Skills workshops will be posted to 1100E OWL site
Mar 22 – April 2 Labs in Week 1: Mar 22-26	Lab Instructor & Mentor	Putting the project together/ Review of APA style and report submission Review referencing and plagiarism Review submission procedure and late penalties	<ul style="list-style-type: none"> - Review details and questions about the report - Facilitating discussion about how the data connect to hypothesis and key reading - Go through set up of the excel data file and refer to correlation work sheet 	
April 5 - April 14		Lab instructor open session for discussion of lab report - Lab Report 2 Due April 8 th		

5.0 READINGS AND OTHER SOURCES

The reading list for the course will be posted on OWL. The readings will be posted on OWL one week before each weekly class meeting.

6.0 SCHEDULE OF DUE DATES FOR COURSE WORK

Course Component	Due Date	Value
Reflection papers	Bi-weekly	30%
Class facilitation	Once during the term	15%
Lesson plans	Bi-weekly	10%
Skills workshop	Once during the term	25%
End of project reflection	Last day of classes	20%

6.2 METHOD OF EVALUATION

Each method of evaluation will have a more detailed description and grading rubric posted on OWL.

1. **Reflection Papers (30%; 5% x 6 reflections).** After the first week of each module, you will be required to write a 750-1000 word critical reflection paper. This paper must address three issues: 1) reflection on successes and challenges of your weekly group meeting and how it relates to your weekly lesson planning; 2) application of the assigned reading to your lesson planning and group collaboration; 3) a general reflection on your perception of whether you are meeting group and project goals, what is working, and what needs to be improved.
2. **Class Facilitation (15%).** You will be required to facilitate a discussion on a topic of your choosing related to leadership, mentorship or collaboration. You will be responsible for selecting the reading which must be approved by Dr. Tsang and Dr. Cheung at least one week before your scheduled facilitation. The facilitation will start online using Teams, and will then be continued during our synchronous class meeting. The facilitation will provide you with an opportunity to lead the class through a discussion of the reading, which is different than simply participating in a discussion.
3. **Lesson Plans (10%).** You will be required to submit your lesson plans for the Week 1 deliverables in each module.
4. **Skills Workshop (25%).** You will be required to design a workshop to teach a specific set of skills once during the term. The workshop can take different forms depending on the topic (see

course outline), such as delivering a brief presentation, designing an activity, or creating a resource for first-year students. The other students in the course will be present to help with the delivery of the workshop. The workshop may be recorded and posted on the Psych 1100E course website.

5. ***End-of-Project Reflection (20%)***. At the end of the term, you will be required to write a 1000-1500 word reflection paper. This reflection should encompass the experience of the entire semester and discuss the evolution of your learning process with reference to the course readings, your weekly lesson plans, and reflections.

6.3 SUBMISSION OF WORK AND LATE PENALTIES

Submission of work. Please note that ALL written work must be submitted electronically through the OWL course website.

Late penalties: Work submitted after the due date and time will be penalized 2% per day (including weekends). After 14 days, the written work will receive a grade of zero. Late penalties will be calculated based on the date and time the work was submitted on OWL. Any extension for legitimate reasons (see Appendix) must be requested BEFORE the due date. Please note that late reflections will NOT be accepted after the due date and receive a grade of zero.

7.0 POLICY ON GRADING

Students at Huron University College should consider a grade in the range from 76-79 to be evidence of satisfactory performance in a 3000-level Psychology course. Grades in the A (80-89%) ranges will only be awarded for performance that is demonstrably superior to the third-year standard associated with the Major or Minor modules. A grade of A+ (90-100%) will only be awarded very rarely and only for work that is truly exceptional.

8.0 UNIVERSITY POLICIES

The Senate policies in force for this course (i.e., academic accommodation, accessibility, academic misconduct, course drop dates, and other related university policies) may be found posted on the OWL course site



Appendix to Course Outlines: Academic Policies & Regulations 2020 - 2021

Prerequisite and Antirequisite Information

Students are responsible for ensuring that they have successfully completed all course prerequisites and that they have not completed any course antirequisites. Unless you have either the requisites for this course or written special permission from your Dean to enrol in it without them, you may be removed from this course and it will be deleted from your record. If you enrol in this course despite having already taken an antirequisite you may be removed from this course and it will be deleted from your record. Removals for these reasons may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites or for having already taken the antirequisites.

Conduct of Students in Classes, Lectures, and Seminars

Membership in the community of Huron University College and Western University implies acceptance by every student of the principle of respect for the rights, responsibilities, dignity and well-being of others and a readiness to support an environment conducive to the intellectual and personal growth of all who study, work and live within it. Upon registration, students assume the responsibilities that such registration entails. The academic and social privileges granted to each student are conditional upon the fulfillment of these responsibilities.

While in the physical classroom or online classroom, students are expected to behave in a manner that supports the learning environment of others. Students can avoid any unnecessary disruption of the class by arriving in sufficient time and ready for the start of the class, by remaining silent while the professor is speaking or another student has the floor, and by taking care of personal needs prior to the start of class. If a student is late, or knows that he/she will have to leave class early, be courteous: enter and leave quietly. Please see the Code of Student Conduct at:

www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf.

Technology

It is not appropriate to use technology (such as, but not limited to, laptops, cell phones) in the classroom for non-classroom activities. Such activity is disruptive and distracting to other students and to the instructor, and can inhibit learning. Students are expected to respect the classroom environment and to refrain from inappropriate use of technology and other electronic devices in class.

Adding / Dropping Courses

If you think that you are too far behind to catch up or that your workload is not manageable, you should consult your Academic Advisor. If you are considering reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines. Please refer to the Huron website,

<https://huronatwestern.ca/academic-advising> or review the list of official Sessional Dates on the Academic Calendar, available here: <http://www.westerncalendar.uwo.ca/SessionalDates.cfm>.

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP and/or Scholarship/Bursary eligibility.

Class Cancellations

In the event of a cancellation of class, every effort will be made to post all relevant information on the OWL class site and on the Huron website at, <https://huronatwestern.ca/about/accessibility>.

Attendance Regulations for Examinations

A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- 2) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

Please see the policy on Attendance Regulations for Examinations here: https://www.uwo.ca/univsec/pdf/academic_policies/exam/attendance.pdf.

Academic Student Support Services

For advice on course selections, degree requirements, and for assistance with requests for medical accommodation, students should email an Academic Advisor in Huron's Student Support Services at huronsss@uwo.ca. An outline of the range of services offered is found on the Huron website at: <https://huronatwestern.ca/academic-advising>.

Department Chairs, Program Directors and Coordinators are also able to answer questions about individual programs. Contact information can be found on the Huron website at: <https://huronatwestern.ca/contact/contact-directory>.

Copyright Regarding Course Material

Lectures and course materials, including PowerPoint presentations, tests, outlines, and similar materials are protected by copyright. Faculty members are the exclusive owner of copyright in those materials they create. Students may take notes and make copies for their own use. Students may not allow others to reproduce or distribute lecture notes and course materials publicly (whether or not a fee is charged) without the express written consent of a faculty member. Similarly, students own copyright in their own original papers and exam essays. If a faculty member is interested in posting a student's answers or papers on the course website he/she should ask for the student's written permission.

Statement on Academic Integrity

The International Centre for Academic Integrity defines academic integrity as "a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behaviour that enable academic communities to translate ideals to action." (CAI Fundamental Values Project, 1999).

A lack of academic integrity is indicated by such behaviours as the following:

- Cheating on tests;
- Fraudulent submissions online;
- Plagiarism in papers submitted (including failure to cite and piecing together unattributed sources);
- Unauthorized resubmission of course work to a different course;
- Helping someone else cheat;
- Unauthorized collaboration;
- Fabrication of results or sources;
- Purchasing work and representing it as one's own.

Academic Integrity: Importance and Impact

Being at university means engaging with a variety of communities in the pursuit and sharing of knowledge and understanding in ways that are clear, respectful, efficient, and productive. University communities have established norms of academic integrity to ensure responsible, honest, and ethical behavior in the academic work of the university, which is best done when sources of ideas are properly and fully acknowledged and when responsibility for ideas is fully and accurately represented.

In the academic sphere, unacknowledged use of another's work or ideas is not only an offence against the community of scholars, it is also an obstacle to academic productivity. It may also be understood as fraud and may constitute an infringement of legal copyright.

A university is a place for fulfilling one's potential and challenging oneself, and this means rising to challenges rather than finding ways around them. The achievements in an individual's university studies can only be fairly evaluated quantitatively through true and honest representation of the actual learning done by the student. Equity in assessment for all students is ensured through fair representation of the efforts by each.

Acting with integrity at university constitutes a good set of practices for maintaining integrity in later life. Offences against academic integrity are therefore taken very seriously as part of the university's work in preparing students to serve, lead, and innovate in the world at large.

A university degree is a significant investment of an individual's, and the public's, time, energies, and resources in the future, and habits of academic integrity protect that investment by preserving the university's reputation and ensuring public confidence in higher education.

Students found guilty of plagiarism will suffer consequences ranging from a grade reduction, to failure in the course, to expulsion from the university. In addition, a formal letter documenting the offence will be filed in the Dean's Office, and this record of the

offence will be retained in the Dean's Office for the duration of the student's academic career at Huron University College.

Statement on Academic Offences

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, as per the Academic Calendar: http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&SelectedCalendar=Live&ArchiveID=#SubHeading_189 .

Turnitin.com

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<https://www.turnitin.com/>).

Computer-Marked Tests/exams

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

Clickers

Personal Response Systems ("clickers") may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning. Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else's clicker in class constitutes a scholastic offence
- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence.

Academic Accommodation for Students With Disabilities

Students who require **special** accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at: <http://academicsupport.uwo.ca/>.

Please review the full policy at,

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf.

Academic Consideration for Missed Work

Students who are seeking academic consideration for missed work during the semester may submit a self-reported absence form online provided that the absence is 48 hours or less and the other conditions specified in the Senate policy at

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Consideration_for_absences.pdf are met.

Students whose absences are expected to last longer than 48 hours, or where the other conditions detailed in the policy are not met (e.g., work is worth more than 30% of the final grade, the student has already used 2 self-reported absences, the absence is during the final exam period), may receive academic consideration by submitting a Student Medical Certificate (for illness) or other appropriate documentation (for compassionate grounds). The Student Medical Certificate is available online at https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf.

All students pursuing academic consideration, regardless of type, must contact their instructors no less than 24 hours following the end of the period of absence to clarify how they will be expected to fulfill the academic responsibilities missed during their absence. **Students are reminded that they should consider carefully the implications of postponing tests or midterm exams or delaying submission of work, and are encouraged to make appropriate decisions based on their specific circumstances.**

Students who have conditions for which academic accommodation is appropriate, such as disabilities or ongoing or chronic health conditions, should work with Accessible Education Services to determine appropriate forms of accommodation.

Requests for Academic Consideration Using the Self-Reported Absence Form

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less.

Please note the following conditions that are in place for self-reporting of medical or extenuating circumstances:

- Students will be allowed **a maximum of two self-reported absences** between September and April and one self-reported absence between May and August;
- Any absences in excess of the number designated in clause a above, regardless of duration, will require students to present a **Student Medical Certificate (SMC)**, signed by a licensed medical or mental health practitioner, detailing the duration and severity of illness, or appropriate documentation supporting extenuating circumstances to the Academic Counselling unit in their Faculty of registration no later than two business days after the date specified for resuming responsibilities.
- Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations scheduled during the final week of term.
- Self-reporting may not be used for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course.
- Students must be in touch with their instructors **no later than 24 hours after the end of the period covered by the Self-Reported Absence form**, to clarify how they will be expected to fulfill the academic expectations they may have missed during the absence.

Please review the full policy at,

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf.

Policy on “Academic” Accommodation - Medical / Non-Medical Grounds

- (a) **Medical Grounds** for assignments worth *10% or more of final grade*: Go directly to Huron Support Services/ Academic Advising, or email huronsss@uwo.ca .

University Senate policy, which can be found at,

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf , requires that all student requests for accommodation on medical grounds for assignments worth 10% or more of the final grade be made directly to the academic advising office of the home faculty (for Huron students, the “home faculty” is Huron), with supporting documentation in the form (minimally) of the Senate-approved Student Medical Certificate found at:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf .

The documentation is submitted in confidence and will not be shown to instructors. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor’s decision is appealable to the Dean.

- (b) **Accommodation on Medical Grounds** for assignments worth *less than 10% of final grade*:
Consult Instructor Directly

When seeking accommodation on medical grounds for assignments worth less than 10% of the final course grade, the student should contact the instructor directly. The student need only share broad outlines of the medical situation. The instructor **may** require the student to submit documentation to the academic advisors, in which case she or he will advise the student and inform the academic advisors to expect documentation. The instructor may **not** collect medical documentation. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor’s decision is appealable to the Dean.

(c) Non-Medical Grounds: Consult Huron Support Services/ Academic Advising

Where the grounds for seeking accommodation are not medical (e.g. varsity sports, religious, compassionate, bereavement) the student should contact an academic advisor directly. All accommodation requests must include a completed [Accommodation Request Form](#). Late penalties may apply at the discretion of the instructor.

Where a student seeks accommodation on non-medical grounds where confidentiality is a concern, the student should approach an academic advisor with any documentation available. The advisors will contact the instructor after the student's request is received, and will outline the severity and duration of the challenge without breaching confidence. The student will be informed that the instructor has been notified that significant circumstances are affecting or have affected the student's ability to complete work, and the student will be instructed to work as quickly as possible with the instructor on an agreement for accommodation. Before denying a request for accommodation where documentation has been submitted to an academic advisor, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

Mental Health & Wellness Support at Huron and Western

University students may encounter setbacks from time to time that can impact academic performance. Huron offers a variety of services that are here to support your success and wellbeing. Please visit <https://huronatwestern.ca/student-life-campus/student-services/wellness-safety> for more information or contact staff directly:

Wellness Services: huronwellness@huron.uwo.ca
Community Safety Office: safety@huron.uwo.ca
Chaplaincy: gthorne@huron.uwo.ca

Additional supports for Health and Wellness may be found and accessed at Western through, www.uwo.ca/uwocom/mentalhealth/.

Important Dates & Directory

For a current and up-to-date list of important dates and campus directories, please visit:

- **Huron – Important Dates:** <https://huronuc.ca/important-dates-and-deadlines>
- **Academic Calendar & Sessional Dates:**
<http://www.westerncalendar.uwo.ca/SessionalDates.cfm>
- **Huron Directory – Faculty, Staff and Administration:**
<https://huronuc.ca/index.php/contact/contact-directory>
- **Western Directory – Faculty, Staff and Administration:** <https://www.uwo.ca/directory.html>