

Industrial-Organizational Psychology
and Human Resource Management
at Appalachian

www1.appstate.edu/~huelsman/iohrm.html

Student Handbook

Revised July 2004

Appalachian
STATE UNIVERSITY
BOONE, NORTH CAROLINA

I/O-HRM at ASU

General Information

At Appalachian State University the Interdisciplinary Master of Arts Degree in Industrial/Organizational Psychology and Human Resource Management consists of **48 semester hours of graduate coursework**. The program is structured for full-time residential students (i.e., those living in Boone and its immediate vicinity) and **it usually takes two years to complete**. Students enter in the fall of the first year and graduate in May or August of the second year. Most students elect to take coursework, especially internships, during the summer between the first and second year, but this is not required.

This Student Handbook, along with the Psychology Department's *Graduate Student's Handbook*, the University's *Graduate Bulletin*, and policies of the Graduate School, articulate the requirements and policies for earning the Masters of Arts in Industrial/Organizational Psychology and Human Resource Management.

Program Goals

The Interdisciplinary Master of Arts in Industrial/Organizational Psychology and Human Resource Management (IOHRM) offers a unique program operated jointly by the Departments of Psychology and Management. It requires courses in both departments. The program is designed to equip students with specialized training in human resource management. Emphases will be upon developing knowledge of theories, methods, and research findings derived from the behavioral sciences and upon acquiring skills in the application of this knowledge to such organizational activities as selection, placement, and motivation of employees; training and development; performance appraisal; and development and change of organizations.

Facilities

The Dr. Wiley F. Smith Department of Psychology is located in Smith-Wright Hall, one of the campus' original buildings. Smith-Wright Hall houses a Testing Library, Computer Lab, and various research labs including the Health and Organizational Behavior Laboratory. In addition, the Department of Psychology has its own separate research facility on-campus.

The Department of Management is located in Raley Hall, which also houses Academic Computing Services and other departments in the Walker College of Business. In addition, to its state-of-the-art classrooms, Raley Hall has two large computer labs.



Course of Study

| | | |
|---|-------------------------------------|----------------------------|
| I. Undergraduate Prerequisites | | (6 Semester Hours) |
| General Psychology | | 3 |
| Introductory Statistics | | 3 |
| II. Required Courses | | (48 Semester Hours) |
| A. Psychology Core | | (12 Semester Hours) |
| PSY 5020 | Research Methods | 3 |
| PSY 5030 | Quantitative Methods | 3 |
| PSY 5150 | Pro-Seminar I: Learning/Cognition | 3 |
| PSY 5200 | Pro-Seminar II: Social/Personality | 3 |
| B. Functional Interdisciplinary Core | | (21 Semester Hours) |
| MGT 5040 | Employment Law | 3 |
| MGT 5160 | Strategic Human Resource Management | 3 |
| PSY/MGT 5672 | Advanced Organizational Psychology | 3 |
| PSY/MGT 5065 | Organizational Development | 3 |
| PSY/MGT 5660 | Staffing | 3 |
| PSY/MGT 5661 | Performance Management | 3 |
| PSY/MGT 5671 | Training and Development | 3 |
| C. Other Requirements | | (6 Semester Hours) |
| PSY 5998 | Thesis Proposal | 3 |
| PSY 5999 | Thesis | 3 |
| <i>or</i> | | |
| MGT 5900 | Internship | 6 |
| D. Electives | | (9 Semester Hours) |
| Students may generally take any electives that are relevant to the program. Students should select electives to develop an emphasis in some area of career preparation. The following is a <i>partial listing</i> of electives. | | |
| MGT 5150: Behavioral Applications in Business | | |
| MGT 5450: New Venture Management | | |
| *MGT 5570: Compensation and Human Resource Management Systems | | |
| *MGT 5630: Labor Relations | | |
| MGT 5700: Contemporary Issues in Management and Leadership | | |
| MGT 5530-5549: Selected Topics (e.g., Managing Change, Computers & HRM, Advanced HRM Topics) | | |
| MKT 5610: Consumer Behavior (Prerequisite may apply) | | |
| PS 5360: Public Personnel Administration | | |
| PS 5560: Local Government Administration (Prerequisite may apply) | | |
| PS 5665: Public Management | | |
| *PSY 5040: Applied Psychological Research and Evaluation | | |
| *PSY 5530: Organizational Behavior Management | | |
| PSY 5800: Applied Behavior Management | | |
| STT 5530-5549: Selected Topics in Statistics | | |
| A variety of MBA courses are also available (Prerequisites may apply) | | |

* *Highly recommended courses*

Transfer Credits

Students may transfer up to eight (8) semester hours of appropriate graduate credit from an accredited college or university which offers a Masters degree in Psychology provided that they have earned at least a grade of B and that the course(s) will not be more than six (6) years old at the time the degree is awarded. Transfer credits should be approved by the student's advising committee *prior to* the student's enrollment in the program.

Undergraduate Coursework

All coursework must carry graduate course numbers (5000 and up). Graduate students may not include undergraduate coursework in their graduate program. Students cannot obtain transfer credit for upper-level undergraduate coursework.

Recommended Course Sequence

Students generally take 9 to 12 hours of coursework per semester. While there is some flexibility available, students are strongly encouraged to adhere to the following recommended course sequence.

If entering the program in an *odd-numbered year*:

First Fall Semester

PSY 5020 Research Methods
 PSY 5150 Pro-Seminar I: Learning/Cognition
 PSY 5672 Advanced Organizational Psychology
 Elective

First Spring Semester

PSY 5030 Quantitative Methods
 PSY 5200 Pro-Seminar II: Social Psychology/Personality
 PSY 5065 Organizational Development
 MGT 5661 Performance Management

Second Fall Semester

MGT 5660 Staffing
 MGT 5040 Employment Law
 Elective
 Elective

Second Spring Semester

PSY 5671 Training & Development
 MGT 5160 Strategic HRM
 Elective
 Elective

If entering the program in an *even-numbered year*:

First Fall Semester

PSY 5020 Research Methods
 PSY 5150 Pro-Seminar I: Learning/Cognition
 MGT 5040 Employment Law
 Elective

First Spring Semester

PSY 5030 Quantitative Methods
 PSY 5200 Pro-Seminar II: Social Psychology/Personality
 PSY 5671 Training & Development
 MGT 5661 Performance Management

Second Fall Semester

MGT 5660 Staffing
 PSY 5672 Advanced Organizational Psychology
 Elective
 Elective

Second Spring Semester

PSY 5065 Organizational Development
 MGT 5160 Strategic HRM
 Elective
 Elective

Students electing the **internship** option are strongly encouraged to take the internship during the summer between the first and second year. Students electing the **thesis** option will normally register for thesis credit during their second year on campus. However, students are advised that the development of the thesis is an ongoing project that should be initiated as early in the program as possible.

Program of Study

Students must file a Program of Study with the graduate school during the first semester of graduate study. The program of study is, essentially, a typed list of the courses you intend to take. Forms are available in the Psychology Department office. Work with the I-O/HRM Program Director to complete the form. Eligibility for a continued assistantship is contingent on completion of the Program of Study.

Admission to Candidacy

Students are usually advanced to candidacy for the master's degree during their second semester of graduate work. To be admitted to candidacy, a student must meet all of the following conditions:

- a) Program of Study on file in the Graduate School;
- b) minimum B average in all courses completed;
- c) GRE scores recorded in the Graduate School;
- d) recommendation of the I-O/HRM Program Advisory Committee;
- e) completion of 9 semester hours of graduate coursework; and,
- f) completion of the Admission to Candidacy form.

Complete the Admission to Candidacy form during the first week of your second semester (forms are available in the Psychology Department office). No internship or thesis hours may be taken prior to admission to candidacy.

Comprehensive Examination

In addition to completing required coursework, there are two examination requirements for graduation. First, students must pass the GRE's Advanced Psychology Subject Test (or equivalent approved by the Department of Psychology; e.g., ACAT) with a score in the 60th percentile or better anytime before graduation. [Note: if students submit such a score with their application for admission, they do not have to take the test during their enrollment in the program.] Second, students must pass the certification test of the Human Resource Certification Institute (HRCI).

HRCI is affiliated with the Society for Human Resource Management. HRCI offers certification as a Human Resource Professional. The requirements are twofold: 1) passing the exam, and 2) a work experience component. Thus, passing the exam will enable I-O/HRM graduates to market themselves as being well on their way to holding professional certification. Students should register for the certification exam by October of their second year for the December administration of the exam. Preparation materials are available at multiple locations on campus.

Thesis

As a condition for earning the master's degree, students are required to complete either a thesis or an internship, or both. A thesis is an in-depth original research project conducted under the direction of a faculty mentor and evaluated by a faculty committee. Students who anticipate continuing their education at the doctoral level are strongly encouraged to select the thesis option. Policies and procedures for development of the thesis are outlined in the Department of Psychology's *Graduate Student Handbook* and *Handbook for Thesis Preparation*.

Internship

As a condition for earning the master's degree, students are required to complete either a thesis or an internship, or both. An internship involves practical work experience in an applied human resource setting performed under the joint supervision of a practicing human resource professional and a faculty internship coordinator. The internship is normally a full time work assignment (often paid) and is usually completed during the summer between the first and second year of graduate study. Policies and procedures governing internships can be obtained from either the IOHRM Program Director or the IOHRM Internship Coordinator.

Professional Development

Program faculty offer students opportunities and encouragement for involvement in activities designed to enhance the student's professional development. In particular, students are encouraged to become involved in professional organizations related to their career choice. Examples of such organizations include: the Society for Human Resource Management (SHRM), the Society for Industrial-Organizational Psychology (SIOP), the Academy of Management, and the American Society for Training and Development (ASTD).

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