

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

Course Code and Number: BUS 315		Number of Credits: 3 Course credit policy (105)													
Course Full Title: Cultivating Positive Workplaces Course Short Title: Positive Workplaces															
Faculty: Faculty of Business and Computing		Department (or program if no department): School of Business													
Calendar Description: <p>Discover how to develop personal strengths, design motivating jobs, create positive connections with others, and experience meaningfulness in the workplace. Students will learn a variety of frameworks and tools for enhancing their own well-being at work, as well as cultivating workplaces that help others thrive.</p> <p>Note: Students with credit for MGMT 310 cannot take this course for further credit.</p>															
Prerequisites (or NONE):		45 university-level credits.													
Corequisites (if applicable, or NONE):															
Pre/corequisites (if applicable, or NONE):															
Antirequisite Courses <i>(Cannot be taken for additional credit.)</i> Former course code/number: Cross-listed with: Equivalent course(s): MGMT 310 <i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>		Course Details Special Topics course: No <i>(If yes, the course will be offered under different letter designations representing different topics.)</i> Directed Study course: No <i>(See policy 207 for more information.)</i> Grading System: Letter grades Delivery Mode: Online only Expected frequency: Twice per year Maximum enrolment (for information only): 25													
Typical Structure of Instructional Hours <table border="1"> <tr> <td>Tutorials/workshops</td> <td>45</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>Total hours</td> <td>45</td> </tr> </table>		Tutorials/workshops	45									Total hours	45	Prior Learning Assessment and Recognition (PLAR) PLAR is available for this course.	
Tutorials/workshops	45														
Total hours	45														
Scheduled Laboratory Hours Labs to be scheduled independent of lecture hours: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Transfer Credit <i>(See bctransferguide.ca.)</i> Transfer credit already exists: No Submit outline for (re)articulation: No <i>(If yes, fill in transfer credit form.)</i>													
Department approval		Date of meeting: December 6, 2022													
Faculty Council approval		Date of meeting: January 13, 2023													
Undergraduate Education Committee (UEC) approval		Date of meeting: March 24, 2023													

Learning Outcomes *(These should contribute to students' ability to meet program outcomes and thus Institutional Learning Outcomes.)*

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

- LO 1. Enact principles of strengths-based management.
- LO 2. Analyze the dimensions of well-being at work.
- LO 3. Implement motivational practices that encourage and reward desirable workplace behaviors.
- LO 4. Design jobs that capitalize on workers' strengths.
- LO 5. Contrast perspectives on callings and work meaningfulness.
- LO 6. Analyze how jobs can be crafted to enhance worker well-being.
- LO 7. Evaluate work-life balance policies and practices.
- LO 8. Design diverse and inclusive organizations.
- LO 9. Practice work-related self-reflection.

Recommended Evaluation Methods and Weighting *(Evaluation should align to learning outcomes.)*

Final exam:	30%	Assignments:	40%	Project:	30%
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Details: 10% of students' assignment grade will be derived from participation in online discussions; the remaining 30% will be based on the completion of written and/or video assignments.

NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.

Texts and Resource Materials *(Include online resources and Indigenous knowledge sources. [Open Educational Resources](#) (OER) should be included whenever possible. If more space is required, use the [Supplemental Texts and Resource Materials form](#).)*

Type	Author or description	Title and publication/access details	Year
1. Textbook	Clifton & Harter	It's the manager: Moving from boss to coach	Current

Required Additional Supplies and Materials *(Software, hardware, tools, specialized clothing, etc.)*

Students will be required to access a variety of peer-reviewed academic articles through the UFV library website.

Course Content and Topics

Module One: Strengths-based management

- Complete personal work-related strengths assessment
- Critically analyze strengths assessments in light of recent personality research
- Methods for identifying strengths in others
- Managing high-performing strengths-based teams
- Assignment and online discussions (LO 1, 9)

Module Two: Workplace well-being

- Elements of well-being and their interrelationship
- Measuring well-being
- Daily versus long-term well-being at work
- Role of leaders in increasing organizational well-being
- Assignment and online discussions (LO 2, 9)

Module Three: Motivation for optimal performance

- Needs and process theories of motivation
- Strategic use of workplace rewards
- Person-job fit and job design
- Coaching others to use and build their strengths at work
- Assignment and online discussions (LO 3-4, 9)

Module Four: Meaningful work relationships, jobs, and organizations

- Perspectives on meaningfulness of work and callings
- Task, relational, and cognitive job crafting processes
- Career-development plans for meaningfulness and well-being
- Online discussions (LO 2, 5, 6, 9)

Module Five: Work and non-work interface for self and others

- Depletion and enrichment theories of work and non-work time
- Advantages and disadvantages of work-life balance policies
- Intersection of employee values, life stages, and career paths
- Role of non-work activities in increasing workplace well-being
- Online discussions (LO 2, 7, 9) Project (LO 1-7, 9)

Module Six: Diverse and inclusive organizations

- Future of work and workplace trends
- Requirements of diverse and inclusive organizations
- Managing others respectfully
- Valuing talents to promote diversity and inclusion
- Assignment and online discussions (LO8, 9)