

Human Resource Management
SYLLABUS AND SCHEDULE | Fall Quarter

2020 Course information

Course code: MGMT 3830-01
credits: 5
Location: N/A
Class times: Asynchronous
Starts: 09/09/2020
Ends: 11/18/2020

Instructor information

Instructor: Dr. Ernest L. Hughes
Email: hughese@seattleu.edu
Office: N/A
Office Hours:: By arrangement

Course description

This course covers the role of the human resource function, social and legal environment, human resource strategy, human resource planning, recruiting, selection, training, evaluation, compensation, performance management, employee relations, and organizational policies. Prerequisite: MGMT 3000.

To be successful, a firm's human resource management (HRM) strategy must permeate all departments and functional areas. As such, in this course we integrate and apply knowledge and skills gained from your prior studies (e.g., accounting, economics, finance, management, and marketing) to teach you to be a better—meaning a more systematic, logical, complete, critical—thinker about human resource management. In doing so, we explicitly apply a comprehensive and integrated management point of view and will analyze strategies considering the role of the Chief Human Resource Officer (CHRO) and Top Management Team (TMT) of an enterprise. The skills you learn in this class will help you in whatever job you take after graduation as well as in your personal investing and employment choices, and ultimately, help you to work more effectively in your professional careers.

Learning outcomes

On successful completion of this course (i.e., by passing the course), you will be able to synthesize the set of concepts and frameworks you have gained to address challenging human resource management (HRM) problems. You will be able to:

1. Demonstrate a foundational understanding of HR functions such as people and organizational planning, staffing, performance management, talent management and rewards strategies.
2. Synthesize the complexity and tension in strategic HR as it balances the divergent needs of customers, investors, management, its workforce and even “social responsibility” and business ethics in the context of increasing diversity as well as technological advancements affecting workplace safety and employee productivity or wellness; and
3. Apply foundational understanding of HR functions to critical thinking, problem solving, and decision-making required in acquiring, retaining or advancing in their future work. “Emotional intelligence” and relationship competencies, such as self-awareness and self-regulation, empathy, communication, teamwork, giving/receiving feedback and leading self/others/projects will also be cultivated.

Required readings and materials

TEXTBOOK: Portolese, L. (2020). *Human Resource Management*, v3.1. E-book available here:

<https://students.flatworldknowledge.com/course/2593078>

HARVARD COURSEPACK: *Human Resource Management*. Purchase information is on CANVAS.

Additional assigned readings/handouts posted or referenced on CANVAS.

CANVAS site: <https://seattleu.instructure.com/login>

Evaluation: Overview of assignments

A.	Participation / Discussion Questions (10)	. 10%
B.	Midterm exam	10%
C.	Final exam	. 10%
D.	Project – Strategic HR Plan & HR Plan ..	30%
E.	Project – Sprints (10)30%
F.	Project Presentations (2) 10%

You will be evaluated based on both your individual and learning team participation. Please note that you must successfully pass both the individual and the team portions of the course. Also note that I do not generally accept late assignments. Timely submission of your coursework, especially your responses to discussion forums, is expected, and enriches the learning for all.

Grade Ranges/Grading scale:

A = 94-100; A- = 90-93; B+ = 87-89; B = 84 -86; B- = 80-83; C+ = 77-79; C = 74-76; C- = 70-73; D+ = 67-69, D = 64-66, D- = 60-63, F = 0-59.

Participation / Discussion Questions: 10%

Attendance is expected. Participation in all course activities is an integral part of this course. It is critical to the success of this course that all students read the material for each class and that everyone participate in course activities. Students will be evaluated on both their active participation and on their contribution to the learning of others. The value you bring to the class is your experiences and your critical thinking.

Participation includes submitting responses to weekly Discussion Questions (DQs) posted on CANVAS.

Midterm examination: 10%

Examination on material from the textbook, chapters 1-8. Individual assignment.

Final examination: 10%

Examination on material from the textbook, chapters 9-14. Individual assignment.

Project: Strategic HR Plan & HR Plan (30%)

Complete a Strategic HR Plan & HR Plan for an organization of your choosing. Select an organization that has a stated strategy for innovation, plenty of information is available, and where you have access to information about the management personnel. Research your selected organization and develop a Strategic HR Plan & Strategic HR Plan. Templates available in the textbook and on CANVAS. Team assignment. Team size of four or so. Each team member submits the final documents.

All team members are encouraged to conduct a virtual organization visit to observe its operations and identify any strategic value deficiencies, problems, and ideas for possible innovations in Human Resource Management (HRM).

Project: Sprints (30%)

Ten weekly submittals of work-in-process for the Strategic HR Plan & HR Plan Project. Team assignment. Each team member identifies and includes their contribution.

Project: Presentations (10%)

Project Team prepares and presents selected elements of their Strategic HR Plan and HR Plan Project. May be a video.

Instructional methods

General course policies

CLASSROOM NORMS

Be professional in the classroom and online. Ethics and ethical reasoning are expected and integrated throughout the course. *Plagiarism and cheating will provide sufficient grounds for dismissal and failing the class.*

CELL PHONES, LAPTOPS, AND RECORDING DEVICES

Be respectful and courteous with your use of cell phones, laptops, and recording devices. CANVAS

We will utilize Canvas as the primary tool for communications with the instructor, course information and resources, submissions of assignments, grades, discussion questions etc. If you have questions or need assistance on how to use Canvas, please refer to the Canvas Student Guides: <http://www.seattleu.edu/canvas/>

ADDITIONAL POLICIES

See the Albers Policy Addendum for additional policies.

University resources and policies

SUPPORT FOR STUDENTS WITH DISABILITIES

If you have, or think you may have, a disability that interferes with your performance as a student, you are encouraged to arrange support services and/or accommodations through Disabilities Services staff located in Loyola 100, (206) 296-5740. Disability-based adjustments to course expectations can be arranged only through this process.

ACADEMIC POLICIES ON THE REGISTRAR WEBSITE

Be sure that you understand the following university academic policies, posted on the Registrar's website: <https://www.seattleu.edu/registrar/academics/performance/>

ACADEMIC INTEGRITY POLICY

ACADEMIC GRADING GRIEVANCE POLICY

LIBRARY AND LEARNING COMMONS <http://www.seattleu.edu/learningcommons/>

ACADEMIC INTEGRITY TUTORIAL <https://www.seattleu.edu/academicintegrity/>

Schedule

Date	Week	Topic	Readings	Individual deliverables	Team Deliverables
9/9	1	The Role of Human Resources Strategic HRM Plans	Text: Chapters 1, 2	DQ1	Sprint #1
9/14	2	Diversity & Multiculturalism	Text: Chapter 3	DQ2	Sprint #2
9/21	3	Recruitment & Selection	Text: Chapters 4, 5	DQ3	Sprint #3
9/28	4	Compensation & Benefits Retention & Motivation	Text: Chapter 6, 7	D4	Sprint #4
10/5	5	Training & Development Midterm Exam	Text: Chapter 8	DQ5; Midterm	Sprint #5
10/12	6	Employee Communication & Performance Management	Text: Chapters 9, 10	DQ6	Sprint #6
10/19	7	Employee Assessment & Talent Management	Text: Chapter 11	DQ7	Sprint #7
10/26	8	Working with Labor Unions Safety & Health	Text: Chapters 12, 13	DQ8	Sprint #8
11/2	9	International HRM	Text: Chapter 14	DQ9	Sprint #9
11/9	10	Project Presentations: Strategic HR Plans	No readings this week	DQ10	Sprint #10
11/16	11	Project Presentations: HR Plans Course Conclusion & Wrap-Up	Review: Chapters 9-14	Final	Strategic HR Plan HR Plan
11/18		Final Exam			