



## Human Resources Management - MGMT 5309

### Virtual Campus Online

#### Course Syllabus

<b>Instructor:</b>	Dr. George Nixon
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<b>Hours:</b>	Mon-Sat (9 a.m. to 5 p.m.)

**Term Dates:** May 27<sup>th</sup> - Aug 9<sup>th</sup>

**Required Texts:** The course textbook is Human Resource Management, by R. L. Mathis and J. H. Jackson (2008, 12<sup>th</sup> Ed.) ISBN 0324542755

**Additional Texts:** the instructor will provide other material during the course.

**Description:** This is a graduate course in the philosophy of human resource management; behavior science perspectives; ethical and legal influences; cases and experimental exercises reflecting issues, concerns, and problems; personnel/human resource management activities. Pre-requisite: MGMT 3304 or consent of the instructor.

#### **Course Objectives/ Outcomes:**

*Students completing this course should:*

- Be aware of the strategic role of human resource management
- Understand the legal challenges associated with the staffing function of HRM
- Comprehend the personnel planning and recruitment process
- Be able to apply an understanding of training and development methodologies to develop a training plan for various scenarios
- Comprehend the difficulties associated with performance appraisal systems
- Have improved analytical skills and writing ability because of participation in projects involving individual/group research and requirements for written submissions gauged against high standards of scholarship.
- Be able to discuss the concepts of labor relations and collective bargaining
- Understand the challenges of managing HRM in an international business
- Have the ability to analyze case studies applying the concepts of human resources management

#### **Requirements:**

Online courses require that the student have:

1. Access to a PC with the Windows 98 or higher operating system, or a Macintosh OS7 or higher.
2. Connection to the internet and an email account
3. Internet Explorer or Netscape browser, version 6 or higher java-enabled browser
4. Microsoft Word or word processing software that outputs .rtf documents
5. Connection to a printer

### **Grading & Course Format:**

#### NUMERICAL GRADE TABLE OF EQUIVALENCY

- 90 - 100 = A
- 80 - 89 = B
- 70 - 79 = C
- 60 - 69 = D
- <60 = F

The course will follow a four-module format. Each module will take 2-3 weeks to complete and will consist of asynchronous online discussions, case studies, written assignments and a quiz.

The end of course grade will be weighted proportionately as indicated below.

1. Online discussions\* (25%).
2. Homework Assignments (30%).
4. Mid-Term Exam (15%).
5. Final Exam (15%).
6. Group Research Paper (15%)

\*Note: Online discussions replicate class participation

### **Class Participation:**

A key requirement in education is class participation. This class requires active class participation, which allows the theory from the text to marry the real-life experiences of each student and instructor. Fully twenty-five percent of the total grade will be based on your participation in class. Students must stay actively involved over the course of each academic week.

### **Course Outline:**

<b>Week</b>	<b>Content</b>
1	Chapter 1, 2
2	Chapters 3, 4
	Spring Break

3	Chapters 5, 6
4	Chapters 7, 8,
5	Online Mid Term Exam
6	Chapters 9,10
7	Chapters 11, 12, 13,
8	Chapters 14, 15,
9	Chapters 16, 17
10	Online Final Examination
11	Course Feedback & Final Grades

### **Group Research Paper:**

Students will be assigned to groups in which they will collaborate to complete one major paper on human resources management. The paper should be a minimum of fifteen pages (maximum of twenty-five pages) and utilize at least five references. Papers must be in APA format. Topics for papers must also be pre-approved by the instructor.

### **Course Policies:**

1. **MAKE-UP/ABSENCE POLICY.** Students must participate in on-line courses, submitting on-time assignments each week. Student failures to fully participate should be rare exceptions and not the rule. If any part of course work is missed, either excused or unexcused, it must be made up.

Make-up assignments must be arranged with the professor in person. Scheduled assignments submitted late for any reason will be marked down at a rate of 10% of the total possible points.

2. **EFFORT.** Students should spend 6-8 hours minimum per week on this class. Log in to the course site, participate in the topic discussions, and do the assigned tasks at least three times per week. Take care not to fall behind; online course work is difficult and sometimes impossible (e.g., missed discussions) to make up.

### **Special Needs/ Accommodation:**

University policy requires that no otherwise qualified disabled person be excluded from participation in, be denied the benefits or, or be subject to discrimination under any educational program or activity in the University. Please inform the instructor of any needs you may have. Such needs will be relayed to WBU staff for their review and assistance.