**Syllabus of Human Resource Management**

Department of Labor Relations

College of Social Science

National Chung Cheng University

Credit/Hours: 3/3

Instructor: Wen-Rou Huang

Office hours: after class or by appointment

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| **Instructor Introduction** |
| **Education**   * + PhD, Ohio State University, USA   + MLHR, Ohio State University, USA   + MA, Ohio State University, USA   + BBA, Tunghai University, Taiwan   **Areas of Expertise**   * + Adult education   + Training and development   + Structured on-the-job training   + Trainee motivation   + Trainee personality   + Training evaluation   + Influence of organizational and individual characteristics on training effectiveness   + International human resource management |
| **Course Description** |
| This course aims at equipping students with (1) fundamental knowledge regarding the area of human resource management and (2) ability to analyze the elements essential to such managerial process. Theories and practical cases of human resource management are covered. Discussion of case studies will be included to allow students to better understand the concepts and theories of human resource management. |
| **Course Objectives** |
| After taking this course, you should be able to:  1. Understand the role and functions of HRM in organization.  2. Discuss how HRM can help organizations facilitate their goal achieving .  3. Discuss how HRM can help companies gain the competitive advantage and be able to link HRM practices and business strategy.  4. Discuss the current issues affecting HRM practice.  5. Design a supportive environment to maximize job performance.  6. Understand the issues in management and how organizations can do to help employees deal with these issues |
| **Textbook** **Materials** |
| 1. Raymond A. Noe, John R. Hollenbeck, Barry Gerhart & Patrick M. Wright (2022). Human Resource Management: gaining a competitive advantage. McGraw-Hill Education, 2 Penn Plaza, New York, NY 10121 2. Jeffrey A. Mello (2019). Strategic Human Resource Management. Cengage Learning Asia Pte Ltd, 151 Lorong Chuan, #02-08 New Tech Park, Singapore 556741 |
| **Supplementary Materials** |
| 1. Raymond A. Noe, John R. Hollenbeck, Barry Gerhart & Patrick M. Wright (2016). Fundamentals of Human Resource Management. McGraw-Hill Education, 2 Penn Plaza, New York, NY 10121 2. TD Magazine(ATD), HR Magazine, and Workforce Magazine 3. Journal papers |
| **Grading policy** |
| 1. Team Project & Presentation (40%) (自行參訪一家企業)   * Students will be divided into 2-4 persons for one team. Each team will be responsible for examining and presenting ‘a case study for HRM system (HRM strategies, programs, and practices)’ for one organization the team selected. * Each team will have about 10 minutes to present the case study to the class. * The evaluation will be based on the quality of the content and the presentation. * Evaluation: instructor evaluation (60%) + student evaluation (40%)/ peer evaluation * The specific guidelines of team projects will be provided in class.   2. Individual paper (35%)   * 9/10 are required. * Bonus points for 1 additional papers.   3. Attendance & Participation in class discussions & activity (25%)   * Students are expected to actively participate in activities and discussions in the class. * After reading the cases about the HRD trends, you need to write a reflection paper.  |  | | --- | | **Policies** | | \* For laboratory courses, all students are required to complete lab safety training.   1. Attendance  * If you have a legitimate reason for missing class, you will be excused without penalty. Legitimate reasons include illness, family issues, travel for work and interviews. Please e-mail me or otherwise contact me in advance if you have to miss class. * If you are more than 20 minutes late three times, it will be counted as one absence. * If you are absent ten times (1.5 hours\*10 times), you will have a F grade.  1. Participation  * The success of this course depends on student participation. When students actively participate in discussion and contribute their experiences, everyone benefits from a more interesting learning environment. * Discussion topics will be offered in class and students will discuss the topics with group members.  1. Assignments  * If you submit assignments late, you will have penalty (deduction of 10% daily from the total).  1. Cheating  * Cheating is strictly prohibited. Any student who cheated on tests, assignments, and papers will not have a grade.  1. Grades    * Grading is NOT a matter of negotiation. Grades will be given based on your performance according to evaluation system. | |
| **Class Schedule** |

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| Weeks | Topic | Assignments | Journal Papers |
| **01**  **(0904)** | **Class Introduction** | | |
| 02  (0911) | Managing Human Resources: gaining a competitive advantage |  |  |
| 03  (0918) | Strategic HRM | Ch 1 (paper 1) | Strategic Human Resource Management in the Context of Environmental Crises: A COVID‐19 Test. |
| 04  (0923) | 國慶日連假補課 | | |
| 05  (0925) | The analysis and design of work | Ch 2 (paper 2) | Job crafting after making mistakes: can leadership be an obstacle? |
| 06  (1002) | HR planning & Recruitment | Ch 2 (paper 3) | Realistic job previews: Can a procedure to reduce turnover also influence the relationship between abilities and performance? |
| 07  (1009) | No class (國慶日連假) | | |
| 08  (1016) | Selection and Placement | Ch 3 (paper 4) | The Effect of Recruitment, Selection and Placement on Employee Performance. |
| 09  (1023) | Training & Development | Ch 4 (paper 5) | Does training have to be fun? A review and conceptual model of the role of fun in workplace training. |
| **10**  **(1030)** | **Midterm Week** | **Oral Presentation &**  **case study** | |
| 11  (1106) | Class Discussion:  “Job Training Satisfaction, Job Satisfaction and Job Performance” | | |
| 12  (1113) | Performance management | Ch 5 (paper 6) | Validity of assessment center ratings for the prediction of performance ratings and school climate of school administrators. |
| 13  (1120) | Pay structure decisions & employee benefits | Ch 6 (paper 7) | Compensation, Benefits, and Total Rewards: A Bird's-Eye (Re)View. |
| 14  (1127) | Working motivation | Ch 7-8 (paper 8) | Applying the self-determination theory (SDT) to explain student engagement in online learning during the COVID-19 pandemic. |
| 15  (1204) | Managing HR Globally | Ch 9 (paper 9) | Flexible global working arrangements: An integrative review and future research agenda. |
| 16  (1211) | Creating and Maintaining High-Performance Organizations | (paper 10) | What is responsible for the psychological capital-job performance relationship? An examination of the role of informal learning and person-environment fit. |
| 17  (1218) | Case study | (Case Study of HRD system in Organization) | |
| 18  (1225) | Project Oral Presentation | | |
| **19**  **(01012024)** | **No class** | | |