



**Louisville Metropolitan Campus**  
1031 Zorn Avenue, Suite 200, Louisville, KY  
**HRMG 5000 Course Syllabus**

<b>Course</b>	HRMG 5000/58 Managing Human Resources
<b>Instructor</b>	Name: Lori A. Moore Phone: 502.896.1835 Email: rehmetlo@webster.edu
<b>Term &amp; Dates</b>	Summer 2008, May 26 to July 26, 2008, <b>Tuesdays</b> 6-10 pm
<b>Location</b>	Louisville Metropolitan Campus
<b>Course Description</b>	This course is a comprehensive view of personnel policy development with emphasis on the interdependence of personnel and operating functions. Students analyze personnel functions of recruitment, development, training, compensation, integration into the workforce, and maintenance of personnel for the purpose of contributing to organizational, societal, and individual goals.
<b>Prerequisites &amp; Incoming Student Competencies</b>	Completion of MNGT5000 requisite course is required. Students of management, whether planning to work (or already working) in the private or public sector, desiring the knowledge and skills required in personnel management.
<b>Course Objectives</b>	Upon successful completion of this course, students will understand: The human resource frameworks and challenges The preparation and selection process The development and evaluation functions The compensation and protection functions Employee relations and assessment of future challenges to human resource management
<b>Course Level Learning Outcomes</b>	Upon successful completion of this course, students will be able to: Examine different approaches to human resource management Identify professional, international, and equal employment challenges Determine methods for effective recruitment and selection Express the components of compensation management Assess the human resource management function and future challenges
<b>Materials</b>	Human Resource Management by Byars and White, 9 <sup>th</sup> edition, Irwin Publisher. Texts can be obtained by calling MBS Direct at 1-800-325-3252 or at Virtual Bookstore at <a href="http://www.mbsdirect.net">www.mbsdirect.net</a>
<b>Supplemental Resources</b>	List resources (web sites, readings, etc.) that would supplement the course but are not required.
<b>Grading</b>	Exams 2 x 15 pts each = 30 points Term Paper 20 points Term Paper Presentation 10 pts Articles sessions 2-4-5-6-8 (2 pts each) = 10 pts

	<p>Homework sessions 2,3,4,5,6,7,8 (3 pts each) = 21 pts  Attendance and Participation = 9 points  Total: 100 pts.</p> <p><b><u>Grades:</u></b>  A 95-100  A- 90-94  B+ 88-89  B 84-87  B- 80-83  C 70-79  F Less Than 70  I Incomplete Work</p>
<p><b>Activities</b></p>	<p>Students are expected to have read the chapter's for each night's on is to be used by the instructor to provide the students with an overview of the scope of work required of them in the course.</p>
<p><b>Policy Statements:  University Policies</b></p>	<p><b><u>CONDUCT</u></b>  Students enrolling in a graduate program at Webster University assume the obligation of conducting themselves in a manner compatible with the University's function as an educational institution. Misconduct for which students are subject to discipline include the following categories:</p> <ol style="list-style-type: none"> <li>1. All forms of dishonesty, cheating, plagiarism, or knowingly furnishing false information to the University.</li> <li>2. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other University activities or of authorized activities on University premises.</li> <li>3. Theft or damage to property at the University.</li> </ol> <p>Students who cheat or plagiarize may receive a failing grade for the course in which the cheating or plagiarism took place. Students who engage in any of the above misconducts may be subject to dismissal from the University. To the extent that penalties for misconduct (e.g. theft or destruction of property) are prescribed by law, the University will consider appropriate actions under such laws.</p> <p><b><u>ATTENDANCE POLICY</u></b>  Students are expected to attend all class sessions of every course. In the case of unavoidable absence, the student must contact the instructor. The student is subject to appropriate academic penalty for incomplete or unacceptable makeup work or for excessive or unexcused absences. Generally, a student who misses more than one four-hour course period (per course) without a documented military or medical excuse and</p>

	<p>advance permission of the instructor should withdraw from the class. The University reserves the right to involuntarily drop enrolled students from classes, which they do not attend. Students who do not attend the first class session, who have not made prior arrangement with the instructor for being absent, will be dropped from the course.</p> <p><b><u>MAKE-UP WORK REQUIREMENTS</u></b></p> <p>For each class missed, make-up work will be assigned and must be submitted at the next class. The instructor will assign the topic and amount of work. This makeup work will be incorporated into the class participation grade. If make-up work is not submitted on time, the student's final gradewill be subject to a reduction of one (1) letter grade.</p> <p>Students are responsible for any class material presented during their absence and any assignments due should be submitted prior to the absence, if possible.</p> <p><b>Drops and Withdrawals</b></p> <p>Should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p><b>Special Services</b></p> <p>If you need accommodations for a disability, please let the instructor know at the beginning of the course so that they can be provided.</p> <p><b><u>DISCLAIMER</u></b></p> <p>This syllabus is intended to provide a basic structure to this course. It MAY be modified for class size, student competencies, etc. Adherence to this syllabus is subject to change at the sole discretion of the instructor.</p>
<b>Course Policies</b>	<p>Students should be prepared to review an article in class during sessions 2,4,5,6, and 8. The instructor will discuss this requirement on the first night of class.</p> <p>Students will be required to complete homework assignments due during class sessions 2,3,4,5,6,7, and 8.</p>
<b>Weekly Schedule</b>	<p>CLASS 1 - Discuss Chapters 1 and 2 - Introduction and Background of Human Resources</p> <p>CLASS 2 - Discuss Chapters 3-6 - Acquiring Human Resources. Present and Discuss a relevant current Article on Human Resources Turn in Homework Assignment: Answer Review Questions in the back of Chapter 4 and submit in typewritten form</p> <p>CLASS 3 - Discuss Chapters 7-10 - Training and Developing Employees Turn in Homework Assignment: Answer Review Questions in the</p>

	<p>back of Chapter 8 and submit in typewritten form</p> <p>CLASS 4 - Discuss Chapters 11-13- Training and Developing Employees and Compensating HR</p> <p>MID-TERM EXAM</p> <p>Present and Discuss a relevant current Article on Human Resources</p> <p>Turn in Homework Assignment: Answer Review Questions in the back of Chapter 12 and submit in typewritten form</p> <p>CLASS 5 - Discuss Chapters 14-16 - Employee Well-Being</p> <p>Present and Discuss a relevant current Article on Human Resources</p> <p>Turn in Homework Assignment: Answer Review Questions in the back of Chapter 14 and submit in typewritten form</p> <p>CLASS 6 - Discuss Chapters 17-18 - Labor Relations</p> <p>Present and Discuss a relevant current Article on Human Resources</p> <p>Turn in Homework Assignment: Answer Review Questions in the back of Chapter 17 and submit in typewritten form</p> <p>CLASS 7 - Discuss Chapter 19 - Labor Relations</p> <p>Turn in Homework Assignment: Answer Review Questions in the back of Chapter 19 and submit in typewritten form</p> <p>CLASS 8 - FINAL EXAM</p> <p>Present and Discuss a relevant current article on Human Resources</p> <p>CLASS 9 - Student presentations of Term Papers</p>
<p><b>Additional Information</b></p>	<p>Term Paper topics will be decided during Class Session 1. A typewritten, 10 pg, APA formatted term paper will be presented and turned in for final grade during Class Session 9.</p>