

Course	HRMG 5920/64, Compensation Management
Term	Spring 2, 2008
Instructor	Shelley Fick, MBA, PHR, CCP, CCUE Phone: (321)637-3165 (Office); (321)720-1118 (Home) E-mail: ficks@cecu.org or SHELFIK@cfl.rr.com Office Hours: Thirty minutes before classes, or by personal appointment
Catalog Description	This course addresses tangible and intangible compensation in the use of compensation to motivate and reward employee performance. The course also covers job analysis, job description, and job evaluation on the basis of compensable factors, as well as designing an equitable pay structure. In addition, students analyze the influence of unions and government in determining the compensation of the labor force, including compensation of both hourly workers and managerial employees.
Prerequisites	HRMG 5000, Managing Human Resources
Course Level Learning Outcomes	Upon successful completion of this course, the students will be able to: <ol style="list-style-type: none"> 1. Define, discuss, and recognize important terminology, facts, concepts, principles, analytic techniques, and theories used in compensation. 2. Apply appropriate terminology, facts, concepts, principles, analytic techniques, and theories used in compensation when analyzing moderately complex factual situations involving compensation issues. 3. Develop appropriate solutions to multifaceted compensation problems involving moderately complex factual situations using appropriate facts, concepts, principles, analytic techniques, and theories from compensation. 4. Evaluate the quality of their proposed solutions to compensation problems against appropriate criteria, including fit with organizational strategies and human resources management strategies, as well as organizational constraints. 5. Conduct moderately complex job evaluations using ranking and point methods. 6. Create moderately complex base pay systems that reflect and integrate compensation concepts and analytic techniques, including job evaluation, pay policies, pay grades and ranges, and market rates. 7. Create moderately complex variable pay systems using individual, group, and organizational level variable pay concepts, including motivation theories. 8. Develop appropriate merit pay grids based on using concepts, principles, and theories from compensation, including motivation theories.

Materials	<p>Compensation (9th Ed.); Milkovich, G.T. & Newman, J.M., McGraw Hill-Irwin, ISBN 0072969515</p> <p>Suggested Supplemental Readings: Supplemental materials will be provided by the instructor. Students are encouraged to consult periodicals, such as Business Week and HR Magazines.</p>																														
Grading	<table border="1" data-bbox="451 506 1312 758"> <thead> <tr> <th>COURSE REQUIREMENTS:</th> <th>% OF GRADE</th> </tr> </thead> <tbody> <tr> <td>a. Chapter Report</td> <td>20%</td> </tr> <tr> <td>b. Final Examination</td> <td>40%</td> </tr> <tr> <td>c. Group Assignment</td> <td>20%</td> </tr> <tr> <td>d. Classroom Participation/Presence</td> <td>20%</td> </tr> </tbody> </table> <p>Your course grade will be based on your scores on the examinations, papers, assignments, and your contributions to class discussions. Your presence describes your interest and intent while participating in the class. These different components will be weighed as described above.</p> <table border="1" data-bbox="699 989 1068 1514"> <thead> <tr> <th>Letter Grade</th> <th>Numerical Score</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>96-100% (4.0)</td> </tr> <tr> <td>A-</td> <td>91-95% (3.67)</td> </tr> <tr> <td>B+</td> <td>87-90% (3.33)</td> </tr> <tr> <td>B</td> <td>82-86% (3.0)</td> </tr> <tr> <td>B-</td> <td>78-81% (2.67)</td> </tr> <tr> <td>C</td> <td>70-77% (2.0)</td> </tr> <tr> <td>F</td> <td>69 & below (0)</td> </tr> <tr> <td>I</td> <td>Incomplete (0)</td> </tr> <tr> <td>W</td> <td>Withdrew</td> </tr> </tbody> </table>	COURSE REQUIREMENTS:	% OF GRADE	a. Chapter Report	20%	b. Final Examination	40%	c. Group Assignment	20%	d. Classroom Participation/Presence	20%	Letter Grade	Numerical Score	A	96-100% (4.0)	A-	91-95% (3.67)	B+	87-90% (3.33)	B	82-86% (3.0)	B-	78-81% (2.67)	C	70-77% (2.0)	F	69 & below (0)	I	Incomplete (0)	W	Withdrew
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Activities	<p>Classes will include lectures, group exercises, and discussions of short cases. All group exercises will be completed during class, and obviously cannot be made up individually later; you will simply not get credit for these missed group exercises.</p> <p>Students will perform job evaluations and write job descriptions, in addition to designing and understanding base pay systems and variable pay for performance plans. Such activities will help students apply what they have learned in their own careers, especially those in management.</p> <p>There will be a Final Examination. The examination will consist primarily of</p>																														

	<p>multiple-choice questions, short answers, and short essay questions or exercises. The examination will cover all of the assigned readings, even if the material was not discussed in class. In addition, you may be tested on information introduced in lectures, or cases, but which is not covered in the textbook.</p>
<p>Policy Statements:</p> <p>University Policies</p>	<p>University policies are provided in the current course catalog. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Academic Honesty</p> <p>The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals</p> <p>Please be aware that, 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. Please 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>Special Services</p> <p>If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p>Disturbances</p> <p>Since every student is entitled to full participation in class without interruption, thus disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained</p> <p>From time to time, student assignments or projects will be retained by the Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the Academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p>

	<p>Contact Hours for This course It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.</p>
Course Policies	<p>Attendance at all class sessions is expected.</p> <p>Late written assignments will be accepted if prior arrangements have been made with the instructor, but will be given reduced points based upon the number of class sessions it is late.</p> <ul style="list-style-type: none"> ▪ The schedule below presents an approximate expectation of course progress. The instructor reserves the right to change the overall course grade weighting. Any changes will be announced in class. <p>In line with the university’s policy on academic honesty, please be advised that instances of academic dishonesty will result in a zero for the assignment and will be reported to the Dean of the School of Business and Technology for further disciplinary action.</p>
Week 1 Schedule	<p>Preparation for Class: Read textbook, Chapters 1 & 2 Classroom Discussion Topics: Overview of Compensation and expectations – Projects The “Pay Model”</p> <p>Additional Exercise: Case Study: “The Reluctant Loan Officer”</p>
Week 2 Schedule	<p>Preparation for Class: Read textbook, Chapters 3 & 4 Classroom Discussion Topics: Strategic Objectives Defining Internal Alignment (Internal Consistency, Internal Equity)</p> <p>Additional Exercise: Case Study: “Creative Accounting”</p>
Week 3 Schedule	<p>Preparation for Class: Read textbook, Chapters 5 & 6 Classroom Discussion Topics: Job Analysis Job Evaluation</p> <p>Additional Exercise: Case Study: “You’ve Been Doing a Great Job, Though”</p>
Week 4 Schedule	<p>Preparation for Class: Read textbook, Chapters 7 & 8 Classroom Discussion Topics: Person-Based Structures Defining External Competitiveness</p> <p>Additional Exercise: “The Controversial Job”</p>

<p>Week 5 Schedule</p>	<p>Preparation for Class: Read textbook, Chapters 9 & 10 Classroom Discussion Topics: Designing Pay Levels and Structures Pay for Individual Performance</p> <p>Additional Exercise: Assignment Due: Research an article that shows a Company’s Pay Model and present to class.</p>
<p>Week 6 Schedule</p>	<p>Preparation for Class: Read textbook, Chapters 11 & 12 Classroom Discussion Topics: Performance Appraisals Compensation of Special Groups</p> <p>Additional Exercise: Case Study: “A Double-Edged Sword”</p>
<p>Week 7 Schedule</p>	<p>Preparation for Class: Read textbook, Chapters 13 & 14 Classroom Discussion Topics: Union Role in Wages International Pay Systems</p> <p>Additional Exercise: Case Study: “A Benefits Package Designed for Whom?”</p>
<p>Week 8 Schedule</p>	<p>Preparation for Class: Read textbook, Chapters 15 & 16 Classroom Discussion Topics: Person-Based Structures Legal Issues and Government’s Role</p> <p>Additional Exercise: Case Study: “Worker’s Compensation”</p>
<p>Week 9 Schedule</p>	<p>Preparation for Class: Read textbook, Chapters 17 & 18 Classroom Discussion Topics: Budgets and Administration</p> <p>Final Examination</p>

Purchasing Textbooks: Most textbooks can be purchased through **MBS Direct**. Check the syllabus for textbook information. Give MBS Direct the campus location (for the purpose of ordering books the campus is **Space Coast Campus**, course name, number and section number (i.e. Space Coast Campus, HRMG 5920/64) and most important, the **title, author, edition, and ISBN** of the book you are ordering. MBS Direct will buy back your book at the end of the term should you elect not to retain it as a reference book. Order by phone or online. Orders should be placed no earlier than 4 weeks prior to the start of the term.

MBS Direct (1-800-325-3252; MBS Direct Website is www.mbsdirect.net/webster)
Monday-Thursday 7am-10pm(Central Time)
Friday 7am-6pm (Central Time)
Saturday 8am-5pm (Central Time)
Sunday noon-4pm (Central Time)

In order to meet the course objectives this syllabus may be modified at the discretion of the instructor without approval of the students.

Original approved by:

Dr. Calvin D. Fowler, Academic Dean Space Coast Region, January 15, 2008

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