

CHAMINADE UNIVERSITY

HUMAN RESOURCE MANAGEMENT MANAGEMENT 306

INSTRUCTOR: KATHERINE MICHELS
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CLASS LOCATION: SCHOFIELD

COURSE DESCRIPTION

Study of job analysis and specifications: recruitment and selection of personnel; induction and follow-up training and supervision; and job evaluation and administration of wages, salaries and incentives.

Pre-requisite: MGT 300

OVERALL OBJECTIVES

-An understanding of FIRM and it's impact and contributions to the entire organization

-Provide an understanding of the HRM functions (HR, Assessment, Recruitment, Selection, Orientation, Training and Development, Compensation and incentives, Labor Management Relations ect.)

-Understand the Global perspective of HRM and the challenges that international business presents to HRM

-Discuss the increasing Diversity of the Work force that HRM managers are being challenged with everyday

-Discuss current issues in FIRM

HUMAN RESOURCE MANAGEMENT- is the process of attracting, developing and retaining people with the knowledge and skills needed to help the organization reach it's goals.

CLASS SESSIONS will include: Lectures

Videos

Activities

Group Activities

Student Presentations

TESTS

*** Multiple choice, short answer and discussion**

PROJECT

Select a for-profit organization with a minimum of 25 employees. Pick an organization of interest to you. Research the organization for a brief history and organization structure. Collect information on the company concerning it's HRM department. Remember Human Resource Management includes how an organization hires new employees, how the organization offers advancement opportunities, how the organization trains employees, how an organization retains their employees, evaluates their employees, and makes compensation decisions. Information should include an explanation of how HRM impacts the organizations and the employees.

Sources of information should include, but are not limited to newspaper articles, magazine articles, journals, organization pamphlets or manuals, an interview with a HRM employee, ect..

***Write a 8-10 page paper discussing the Company and the information you find. Put a strong emphasis on how the Company's Human Resource Department operates and the services it provides for it's employees. Include references in your paper, an outline and reference page. Turn in a copy of any references material you use with your paper, ie copy of articles.**

***Prepare a presentation on the information for the class in an interesting and creative way. Visual aids are encouraged. Provide a one page handout for the class with the information you find.**

ABSTRACT

***Find two articles on a current issue in HRM. Bring the article to class to discuss with classmates. (Provide copy for instructor)**

CLASS PARTICIPATION, GROUP ACTIVITIES AND DISCUSSION

*** Class participation and activities are an important part of the learning process in this class. It is important to be in class each session to participate in discussions, participate in class activities and get assignments.**

Tests, paper/projects, class participation, activities will be given the following weight

Tests 100 pts each

Project (Paper) 100 pts

Presentation 60 pts

Abstract 10 pts each

Class participation, activities, discussions 100 pts

Other assignments **20pts**

GRADING POLICY

At the end of the class,

90% on class assignments = A

80% = B

70% = C

60% = D

below 60% = F

Mon Jan 11	Intro
Jan 25	Chapters 1, 2
Feb 1	
Feb 8	
Feb 22	
Mar 1	
Mar 8	
Mar 15	
Mar 22	
Weds Mar 24	