

STRATEGIC HUMAN RESOURCE MANAGEMENT

SYLLABUS (Fall 2017)

Course #'s: 52:533:365:01:06610 and 52:533:365:02:14766

Adjunct Professor: Jerry Dropcho, MBA, SPHR, SHRM-SCP

Phone: 609-413-3479

Email: jdropcho@camden.rutgers.edu

Course Description and Objectives

Overview

Business cycles create opportunities for businesses to confront adversity and rise to competitive challenges in lean and plentiful times. In today's economy, corporate leaders are searching for strategies to preserve their core competencies and retain top talent while cutting costs to survive the economic challenges.

What role does Human Resources play in planning and developing strategies to expand, constrain, downsize, and develop the work force while managing diversity, organized labor, and global expansion? How do Federal and State employment laws affect and change how organizations function today?

To what extent do Human Resources policies, practices and procedures affect individual productivity and organizational goal achievement? How do organizations decide what to compensate their executives, managers and rank and file workforce to stay competitive?

How is HR involved in employee appraisals, training, career planning and safety?

In this course, you will:

- Learn about the HR function, its strategic organizational position, and the challenges faced in developing human resources to ensure retention and growth of core competencies.
- Learn from the text, current issues in the news and classroom discussion the practice and management of HR functions as related to job design, staffing, training, compensation, benefits, assessment, counseling, IT, labor relations, legal issues, and organizational culture and change.
- Have the opportunity to test the concepts, innovate and contribute from your personal experiences to enrich the class.
- Demonstrate your understanding of these concepts through individual and group exercises, papers and projects. These activities will serve as a platform for you to examine the issues, problem-solve and critically analyze the outcomes.

Required Materials

Text: Fundamentals of Human Resource Management, Noe, Hollenbeck, Gerhart, & Wright, Sixth E., 2016, McGraw-Hill, NY, NY 10020, student ISBN: 9781259304415

Course Requirements and Grading

This course will require your full participation as an individual and as a member of a team. Your learning in this course will come from assigned readings, including internet use, lecture, discussion, in-class exercises, presentation assignments and business-related news publications, e.g., WSJ, NYT, SHRM Magazine, etc. You are expected to complete all assignments and be prepared for each class session. You should be prepared to contribute to class discussions and in-class activities. Final grades are based on the total points earned through exams, projects, and class participation. Total points possible (200) are distributed as follows:

- **Class Participation** **20, Note 1**
- **Exams (Best 3 of 4)** **120, Note 2**
- **Individual paper** **30, Note 3**
- **Team Presentation** **40, Note 4**

Note 1: It is assumed that the student will come to class prepared and ready to participate in class discussions and other activities. Two (2) points will be deducted from the student's total score for each class missed where a guest speaker is present. This portion of the grade includes team reports due after each team meeting. Five points will be deducted from the group's grade for each missing report.

Note 2: There will be four exams during the semester. I will drop your lowest exam grade and each of the remaining exams will be worth 40 points maximum. Please note that anyone who scores below 60% on exams cannot pass the course regardless of other points accumulated. If you miss an exam for any reason, that exam will be the one exam that you will be allowed to drop. Unless there is a medical emergency there will be no makeup exams.

Note 3: The individual paper will be on a topic of your choice regarding HR issues, or a topic chosen from the paper ideas list. Papers will be graded using the attached rubric. Length is a maximum three pages, not including references cited, 1.5 line spacing, and due on the following dates with the maximum points to be earned as shown below.

| <i>Paper turned in:</i> | <i>Max points</i> |
|-------------------------|-------------------|
| <i>10/4/17</i> | <i>30</i> |
| <i>11/1/17</i> | <i>25</i> |
| <i>11/29/17</i> | <i>20</i> |

Note 4: You will be called upon to present your project and recommendations to the class. Each person on the team must participate in the class presentation. The presentation must be professional. Assume that you are presenting to an executive committee. Be creative in your presentation formats, but not silly. In previous courses, student groups have presented as consulting firms, led the class in a learning exercise, and asked the class to vote as the HR Department after presenting alternative solutions. You can use PowerPoint or equivalent, video, poster board, flip charts, or any combination of presentation aids. Handouts for class members are a plus. Each team project represents 40 points towards your course grade. It is the quality of your presentation, research & analysis that demonstrates your learning and will determine your grade. Presentations will be graded using the attached rubric.

Course Grades

Grades will be assigned as follows:

| | |
|------------------|---------|
| 184 – 200 points | ----A |
| 174 – 183 | -----B+ |
| 160 – 173 | -----B |
| 150 – 159 | -----C+ |
| 140 – 149 | -----C |
| 120 – 139 | -----D |
| < 120 | -----F |

Conflict, Individual & Team Evaluation

An important element of how effectively groups function is the contribution, or lack thereof, of the individual members. You will need to keep this in mind, as the grade received by the group will apply to each member. You are expected to resolve any conflicts or lack of participation among team members, however, any significant unresolved individual or team problems should be brought to my attention. (Peer Reviews may need to be completed for the team presentation if problems remain unresolved). Non-contributors will be zeroed out for the project.

Rutgers University Academic Integrity Policy

Consistent with Rutgers Academic Integrity Policy, your exams and individual papers must be solely your own work and your team project papers must be solely the work of your team. Any attempt to represent the work of others as your own (or as the work of your team) without giving proper credit to the original source, will be reviewed for compliance with current University policies for plagiarism. Penalties determined by this committee range from academic penalties/sanctions to probation to expulsion.

A requirement in this class during test taking is that all communication devices, e.g., I-phones, cell phones, PDAs, Bluetooth devices, etc. must be turned off during the taking of tests. Violators will automatically fail the test - NO EXCEPTIONS! Questions regarding the Rutgers Academic Integrity Policy should be directed to the Rutgers website: <http://academicintegrity.rutgers.edu/academic-integrity-at-rutgers> or to the RSBC Academic Services Office, 856.225.6216.

Disability Services

Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: <https://ods.rutgers.edu/students/documentation-guidelines>.

If the documentation supports your request for reasonable accommodations, your campus's disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form on the ODS web site at: <https://ods.rutgers.edu/students/registration-form>.

Rutgers-Camden Disability Services:Rutgers-Camden Learning Center
Armitage Hall, Room 240
311 North Fifth Street
Camden, NJ 08102-1405

Web page: <http://learn.camden.rutgers.edu/disability-services>

Mr. Tim Pure, phone: 856.225.6442, Fax: 856.225.6443, E-mail: tpure@camden.rutgers.edu

Important Administrative Dates

September 12th – Last day to drop a class without a “W”.

November 14th – Last day to withdraw from one or all classes with a “W”.

November 22rd - Thanksgiving break – No class on Wednesday.

December 14th – Reading Day

December 15th – 22nd – Final Exam Period