
HUMAN RESOURCES MANAGEMENT in Spring 2021 (BA3030)

Course Code	BA3030	Professor(s)	René Ryman
Prerequisites	None	Office Number	G-2A03
Class Schedule	M: 13:45-15:05 in G-009 M: 13:45-15:05 in RMOTE-00 R: 09:00-10:20 in G-009 R: 09:00-10:20 in RMOTE-00	Office Hours	Walk in or by email appointment only
Credits	4	Email	rryman@aup.edu
Semester	Spring 2021	Office Tel. Ext.	833

Course Description

COURSE DESCRIPTION

This course offers a systematic analysis of human resource concepts and practices designed to enhance organizational objectives and goals. Furthermore, this course studies various aspects of the employment relationship such as job design, staffing, employee training and development, diversity management, performance evaluation, compensation and salary administration, employee and labor relations and collective bargaining.

Course Learning Outcomes

Explain differences in corporate culture and how these differences may affect management decision making
Develop HR policies to improve the workplace and company reputation & performance
Apply human resource management concepts and legal frameworks to develop solutions to workplace conflicts
Apply human resource management concepts to develop solutions to corporate image problems
Demonstrate an understanding of frameworks for analysis of multinational recruitment and placement
Develop solutions to complex management problems
Students will be able to engage in the writing practices and culture of their chosen major, adding to the skills acquired in the Research, Interpretation, and Writing classes to develop a personal,

authentic disciplinary voice (CCR)

General Education

[PLEASE REMOVE THIS SECTION IF THE COURSE DOES NOT FULFILL ANY GLACC REQUIREMENT]

GLACC

The Global Liberal Arts Core Curriculum (GLACC) degree requirements include the following categories of courses:

- Integrative Inquiry (coded CCI)
- Experiential learning (coded CCX)
- Research, Interpretation, and Writing (coded CCE)
- Digital Literacy and Communication (coded CCD)
- Disciplinary Research Methods and Writing (coded CCR)
- Quantitative Reasoning (coded CCM)
- Experimental Reasoning Course with Lab (coded CCS)
- Expression Française (coded FR)
- AUP Capstone (coded CCC)

This course can be used to fulfill the [INDICATE THE REQUIREMENT(S) FULFILLED BY THE COURSE] requirement and as such has the following learning outcomes:

[INDICATE THE GENERAL EDUCATION LEARNING OUTCOMES]

Course Outline

Topic Schedule

Week 1 - 1/18 & 1/21

Monday: Introductions, course overview, team engagement.

Thursday: Lecture and overview.

Week 2 – 1/25 & 1/28

Monday: Quiz & article presentation.

Thursday: Lecture & team presentations.

Reading: Textbook: Chapters 1 – 2

Bullies book: Chapters 1 & 2

Week 3 – 2/1 & 2/4

Monday: Quiz & SWOT ANALYSIS

Thursday: Lecture & Team Presentations

Reading: Textbook: Chapters 3

Bullies book: Chapter 3

Week 4 - 2/8 & 2/11

Monday: No class – break. (Make up quiz next Monday)

Thursday: Lecture & team presentations.

Reading: Textbook: Chapter 4

Bullies book: Chapter 4

Week 5 - 2/15 & 2/18

Monday: TWO quizzes combined into one covering readings from Week 4 & Week 5.

Thursday: Lecture & team presentations.

Reading: Textbook: Chapter 5

Bullies book: Chapter 5

Week 6 - 2/22 & 2/25

Monday: Quiz & article presentations.

Thursday: No class – break.

Reading: Textbook: Chapter 6

Bullies book: Chapter 6

Week 7 – 3/1 & 3/4

Monday: Quiz & article presentations.

Thursday: Lecture & team presentations.

Reading: Textbook: Chapters 7 - 8

Bullies book: Chapter 7

Week 8 – 3/8 & 3/11

Monday: Quiz & article presentations

Thursday: Lecture & team presentations.

Reading: Textbook: Chapters 9 - 10

Bullies book: Chapter 8

Week 9 – 3/15 & 3/18

Monday: MID TERM EXAM COVERING ALL CHAPTERS THROUGH WEEK 8

Thursday: Lecture & team presentations.

Reading: Textbook: Chapter 11 - 12

Bullies book: Chapter 9

Week 10 - 3/22 & 3/25

Monday: TWO quizzes covering Week 9 & Week 10.

Thursday: Lecture & team presentations.

Reading: Textbook: Chapter 13 - 14

Bullies book: Chapter 10

Week 11 – 3/29 & 4/1

Monday: Quiz & article presentations.

Thursday: Lecture & team presentations.

Reading: Textbook: Chapters 15 - 16

Bullies book: Chapters 11 & 12

Easter & Faculty Retreat – 4/5 & 4/6 -- EXTRA CREDIT ASSIGNMENT ON BLACKBOARD

Week 12 – 4/12 & 4/15

Monday: Quiz & article presentations.

Thursday: Lecture & team presentations.

Reading: Textbook: Chapter 17 - 18

Bullies book: Chapter 15 – 16 & conclusion.

Week 13 – 4/19 & 4/22

Monday & Friday – final project team presentations.

WEEK 14 - Complete & turn in final team project on BB by NOON – 4/26. Late submission will receive an automatic 0.

Specifications for Team Project:

The team project for this semester will consist of teams of 3 – 4 students who shall research and select a publically known company that has endured challenges on one or more of the issues covered this term whereby the organization's short and/or long term sustainability was threatened due to a lack of cohesive HR policies. Students will analyze the issues and dynamics of the company noting its history, cultural of origin, stakeholders, geographical presence, consumers demographic, competitors and leadership and the potential involvement of those identified as the source of the problems identified. After presenting the issues of the organization, students shall also present their plan for the organization to operate an efficient and long-term sustainable plan for the HR department to follow. A rubric will be provided with detailed instructions.

Deliverable #1 – Selection of company by each team will be posted on Blackboard by Week 2 – Monday. First come first service on selected companies. Teams will provide an overview of their project to the class.

Deliverable #2 – SWOT analysis presented in Week 3 on Monday.

Deliverable #3 Week 13 - Presentation by the teams (everyone on the team participates for equal time) covering the assignment requirements. See rubric for final project requirements.

Rules of the class:

1. If you miss class – you must get any missed video, or course material information from a fellow student – the professor will not provide any such material as students are expected to come to class.
2. If you are more than ten minutes late for class you will not be allowed to take any scheduled assessments such as mid-terms or final exams or quizzes or participate in any group presentations. NO exceptions.

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3. It's up to the students to follow the directions for each and every assignment and project precisely.
 4. Notes, books and electronic devices are not allowed during assessments.
 5. Use of computers during class, unless otherwise authorized for content relating to the class directly, is not permitted and participation points will be deducted for the specific day in which such use of electronics takes place.
 6. Grade are NOT rounded up at the end of the term or any other time during the term.
 7. Students have up to seven days from the return of graded assessments to discuss their grade with the professor.
 8. Tech issues are handled by tech support --- not the professor. Blackboard issues are handled by ARC who can be contacted at ARC@aup.edu or for Teams support and all other AUP tech issues contact:
https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2Fchannel%2F19%3Aac117dba1eb44804a7862881de7f694d%40thread.tacv2%2F%25F0%259F%2596%25A5%25EF%25B8%258F%2520Information%2520Technology%2520Services%3FgroupId%3D254f2403-c283-41c5-9535-d7d6608ce2c8%26tenantId%3D787ea242-36aa-42a4-bfcf-b7cbaad1d83b&type=channel&deeplinkId=589cbcae-5e65-44e7-9b1b-5b30f69b71be&directDl=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true
- FINAL EXAM DATE: May 3, 2021 – 6: 30 p.m.

Textbooks

Title	Author	Publisher	ISBN	Required
Human Resource Management - 16th	Gary Dessler	Pearson - Not Available at the Bookstore	9780135172780	Yes
Surviving Bullies, Queen Bees, Psychopaths in the Workplace	Patricia J. Barnes J.D.	Patricia G. Barnes - Not Available at the Bookstore	9780615642413	Yes

Attendance Policy

Students studying at The American University of Paris are expected to attend ALL scheduled classes, and in case of absence, should contact their professors to explain the situation. It is the student's responsibility to be aware of any specific attendance policy that a faculty member might have set in the course syllabus. The French Department, for example, has its own attendance policy, and students are responsible for compliance. Academic Affairs will excuse an absence for students' participation in study trips related to their courses.

Attendance at all exams is mandatory.

Covid-19 temporary amendments:

Students studying at The American University of Paris are still expected to attend ALL scheduled classes. Due to the Covid-19 pandemic, students will have the option of attending classes remotely when special circumstances apply. For example, when students are placed under quarantine by the French authorities or by their doctor, or when students present symptoms of Covid-19 and are directed, by their doctor or the AUP Health Office, to remain home. It is still the student's responsibility to be aware of any specific attendance policy that their professor might have set in the course syllabus. In particular, Students attending remotely from distant Time Zones should check with their professors about the specific attendance policy for remote learners.

IN ALL CASES OF MISSED COURSE MEETINGS, THE RESPONSIBILITY FOR COMMUNICATION WITH THE PROFESSOR, AND FOR ARRANGING TO MAKE UP MISSED WORK, RESTS SOLELY WITH THE STUDENT.

Whether an absence is excused or not is ALWAYS up to the discretion of the professor or the department. Unexcused absences can result in a low or failing participation grade. In the case of excessive absences, it is up to the professor or the department to decide if the student will receive an "F" for the course. An instructor may recommend that a student withdraw, if absences have made it impossible to continue in the course at a satisfactory level.

Students must be mindful of this policy when making their travel arrangements, and especially during the Drop/Add and Exam Periods.

ENGLISH LANGUAGE PROFICIENCY STATEMENT

As an Anglophone university, The American University of Paris is strongly committed to effective English language mastery at the undergraduate level. Most courses require scholarly research and formal written and oral presentations in English, and AUP students are expected to strive to achieve excellence in these domains as part of their course work. To that end, professors include English proficiency among the criteria in student evaluation, often referring students to the university Writing Lab where they may obtain help on specific academic assignments. Proficiency in English is monitored at various points throughout the student's academic career, most notably during the admissions and advising processes, while the student is completing general education requirements, and during the accomplishment of degree program courses and senior theses.

Grading Policy

GRADING: **Weekly Assignment**– A weekly online discussion forum covering the Bullies book will include a min. of 250- word initial post by WED of each week, followed by 2 follow up posts of a min. of 150 words to two classmates by Sunday. (Week 2 through Week 12) 20 points per week x 11 weeks = 220 points for term. Late submission of assignments will not be accepted. No partial points are awarded. I do not accept emailed work. **(220 points)**

Weekly Quiz There will be LIVE quizzes on Monday as noted in the schedule below (Week 2 through Week 12) 20 points per week x 11 weeks = 220 points for term. 22% of grade. Make up quizzes will not available under any circumstances. There are no make ups for any quizzes. I do not accept emailed work. **(220 points)**

Note: All students located in and around Paris and remotely will take the quiz in class on Monday.

Class Participation, Attendance & Extra Credit. Students are expected to attend each class and 5 points per class will be awarded to those who come to class during Week 2 – Week 12. Students are also expected to make appropriate topic related contributions to the discussion as well to achieve these points. There are no excused absences. Attendance is complete after the first ten minutes of class and any students who show up after ten minutes will not receive any points. If you must miss a class or want extra credit – there will be two extra credit forums during the term which you can attend. Each forum is worth 5 points and you must stay for the entire presentation and discussion.

Dates to be announced. **(110 points)**

Note: ALL students located in and around Paris, are expected to be physically present at each class.

'Employment Challenge' presentations. In teams of 2 people you will be assigned a workplace challenge and you and your partner will act out and record, and present to the class. A summary of at least 500 words of the presentation will be required to be turned in on blackboard the day of your presentation. There will be three presentations by each team

for 25 points per project. Each presentation has to be timed to 5 minutes each. It has to be pre-recorded via video and shown in class. (75 points)

Final Project: Team Presentation & paper due Week 13. Students must present their final projects during Week 13 as scheduled. All presentations are pre-recorded. **(100 points)**

Individual Article Review & paper submission. Presented to class twice in the term relating the current discussion. In this assignment students shall independently select an article that ties into the current readings for their assignment week. 2 presentations per student @ 25 points each. Students will be assigned alphabetically. A summary of at least 500 words must be turned in the same day as the presentation in blackboard. LATE SUBMISSIONS ARE NOT ACCEPTED. **(50 points)**

Team Peer Review Evaluations due Week 14. **(50 points).**

Mid Term In- Class Exam. All chapters through Week 8. **(100 points)**

Final Exam: Essay exam. **(75 points)**

- **Note:** Any problems with any quiz submission will result in the online quiz being cancelled and a class be taken in its place. This applies to the entire class – not just the student who may have submitted the quiz.

Grading Scale

A	95.0 – 100
A-	90.0 – 94.9
B+	86.7 – 89.9
B	83.3 – 86.6
B-	80.0 – 83.2

C+	75.0 – 79.9
C	70.0 – 74.9
D	60.0 – 69.9

Other
