Spring 2010
Course Syllabus
HUMR 429--Personnel Problems

Professor: Dr. Dave Terpstra
Cheney Office (main): Kingston Hall 310 Office Hours: T,Th,F 2-4

Required Text

Course Description and Objectives
This course focuses on the study of selected issues and problems in the area of Human Resource Management (HRM; also known as Personnel Management). Topics covered include equal employment opportunity (EEO), affirmative action (AA), cultural diversity, test validation procedures, selection devices, the effects of HRM practices on important organizational outcomes, and the apparent gap between HRM research and HRM practice. The major objectives of this course are as follows:

1) to thoroughly examine and discuss the nature of the above-mentioned HRM issues and problems; and
2) to develop skills and devise strategies for dealing with these HRM issues and problems.

Teaching Methods
Knowledge and skills will be gained through the following methods: 1) reading the assigned material; 2) lecture content; 3) class discussions; and 4) group projects.

Grading System and Policies
The determinants of your final grade will be as follows: 1) Quiz #1 = 20%; 2) Quiz #2 = 25%; 3) Quiz #3 = 25%; 4) Group projects = 20%; and 5) Class participation/discussion = 10%. These point sources are described in greater detail below:

1-3) The 3 quizzes will be based on the assigned readings, the lectures, class discussions, and group projects.

4) There will be 4 small-group projects assigned during the quarter. Each project is worth 5 percentage points (4 x 5% = 20%). The projects involve case analyses and experiential exercises; and the results will be presented by way of both a brief written report and a formal class presentation.

5) Class participation/discussion grading is based partially on the quality of comments made in class. Evidence of familiarity with and knowledge of the assigned readings will be heavily weighted. Participation in group projects, attendance, tardiness, and general 'class citizenship' behavior will also be factored in.
Tentative Schedule and Topics

Mar.  29  -- Introduction/Icebreaker
      31  -- EEO/AA/Cultural Diversity (Kleiman, pp.25-48 & Assigned Rdgs.)

Apr.  5   -- Form Groups // Begin Group Project #1 (AA)
      7   -- Group Project Report #1 Due // Review for Quiz #1
      12  -- Quiz #1 (Kleiman, pp.25-48 & Assigned Readings)
      14  -- Open Date
      19  -- Validation Procedures (Kleiman, pp.137-152 & Assigned Rdgs.)
      21  -- Begin Group Project #2 (Validation)
      26  -- Group Project Report #2 Due
      28  -- Selection Devices (Kleiman, pp.152-170 & Assigned Readings)

May  3   -- Selection Devices (Kleiman, pp.152-170 & Assigned Readings)
      5   -- Begin Group Project #3 (Selection)
      10  -- Group Project Report #3 Due // Review for Quiz #2
      12  -- Quiz #2 (Kleiman, pp.137-170 & Assigned Readings)
      17  -- HRM and Org. Outcomes (Kleiman, pp.2-20 & Assigned Readings)
      19  -- HRM Gap (Kleiman, pp.448-461 & Assigned Readings)
      24  -- Begin Group Project #4 (Gap)
      26  -- Group Project Report #4 Due
      31  -- Holiday (No Class)

Jun.  2   -- Course Summary/Review
      7   -- Quiz #3 (Mon., 1 p.m.) (Kleiman, pp.2-20, 448-461, & A. Rdgs.)