

Course Outline 2016

MGMT 712: ADVANCED HUMAN RESOURCE MANAGEMENT PRACTICE (15 POINTS)

Semester 1 (1163)

Course Prescription

Advanced analysis and skill development in selected human resource management processes. Topics will be drawn from recruitment and selection, work design, training and development, performance management and reward.

Prerequisite: MGMT 304 or PSYCH 322

Programme and Course Advice

This course focuses on the theory, research and analytical skills relevant to the central practices of human resource management. It is particularly relevant to students with an interest in pursuing a career in human resource management. The content of this course has a strong practice orientation. Students are encouraged to take a “learning by doing” approach and should be prepared to apply their knowledge to practical/simulated situations in class.

Goals of the Course

To help students develop the knowledge and skills needed in the core areas of human resource management practices while also tackling application to specific business contexts.

Learning Outcomes

By the end of this course, it is expected that the students will be able to demonstrate:

1. an advanced understanding of the techniques, principles and theories underpinning the functions of HRM in organizations,
2. a comprehensive knowing of analytical techniques in the key HRM practices, such as methods of recruitment and selection, use of assessment instruments, methods for performance management, and reward/compensation models, and
3. a set of core skills in HRM practice, including application of specific instruments and techniques of psychological testing, analysing jobs and designing job-descriptions, designing performance appraisal systems, and measuring HRM outcomes.

Content Outline

Week 1 (3 March)	Defining and understanding HRM (practices and system)
Week 2 (10 March)	Job analysis and work design; 1 st short essay assignment
Week 3 (17 March)	Planning, forecasting, and recruitment
Week 4 (24 March)	Testing and measurement
Week 5 (31 March)	Employment interview
Week 6 (7 April)	Management assessment centre
Week 7 (14 April)	Competency modelling; 1 st short essay due date & 2 nd short essay announcement
	Mid-SEMESTER BREAK
Week 8 (28 April)	Performance management
Week 9 (5 May)	Reward and compensation
Week 10 (12 May)	Diversity and cross-cultural issues in HRM
Week 11 (19 May)	Management and leadership development
Week 12 (26 May)	Workplace health and safety
Week 13 (2 June)	2 nd short essay presentation; 2 nd short essay due date

Learning and Teaching

The course meets on Thursday, 3:00pm - 6:00pm, in 260-319 (Owen G Glenn Building, Room 319).

The classes will involve a range of lectures, practical exercises, role plays, guest speakers, and students' presentations. Students will be expected to read the assigned material before class so that they can come prepared to discuss and engage in exercises.

Students are expected to play an active part in the class, showing interactive behaviour and engaging in lectures and discussions.

Teaching Staff

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Professor, MIB
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Office hour: Monday 2:00pm – 4:00pm; Thursday 1:00pm-2:30pm or by appointment

Learning Resources

The prescribed text for this course is not determined yet because of late delivery from the publishers, but will be announced before March 1st. In the meantime, these texts provide relevant background:

1. Peter Boxall, John Purcell, and Patrick M. Wright (Eds.) (2007). ***Oxford Handbook of Human Resource Management***. Oxford: Oxford University Press.
2. Byars, et al (2016). ***Human Resource Management***. McGraw-Hill.
3. Nkomo, Fottler, McAfee (2011) ***Human Resource Management Applications: Cases, Exercises, Incidents, and Skill Builders***, 7th Edition. London: Cengage Learning.

In addition, a selection of readings will be posted on Canvas or distributed in class. Students will be required to complete each week's readings before class.

Assessment

Learning Outcome	Weighting	Length	Due date
1. Class Participation	10%	Entire semester	Ongoing
2. class discussion and case analysis	15%	Entire semester	ongoing
2. 1 st short essay	30%	5 weeks	April 14
3. 2 nd short essay	30%	6 weeks	June 2 nd
4. 2 nd short essay presentation	15%	20 minutes for each student+ questions and answers	June 2 nd

Each student must finish two individual short essays based on the lectures and reading assignments. The topics, requirements, and evaluation criteria for the short essays and presentations will be announced in class. The individual short essays should be no more than 2,500 words in a written form (both printed and electronic version are required). Besides handing in the short essays, students should be prepared to present their 2nd short essay in the class for about 20 minutes. The instructor will ask questions after the presentation of each student and assess the quality of answers.

The broad relationship between these assessments and the course learning outcomes is as follows:

Learning Outcome	Short essay #1 & #2	Case study & games	presentation
1	X	X	X
2	X		
3	X	X	X

INCLUSIVE LEARNING

Students are urged to discuss privately any impairment-related requirements face- to-face and/or in written form with the course convenor/lecturer.

STUDENT FEEDBACK

Learning outcomes have been based on the last iteration of this course, including student feedback and links to HR professional competencies.

ACADEMIC INTEGRITY

The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting his or her learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the World Wide Web. A student's assessed work may be reviewed against electronic source material using computerized detection mechanisms. Upon reasonable request, students may be required to provide an electronic version of their work for computerized review.