

# School of Business , Management And Finance

# MSc Human Resource Management

# PROGRAMME DOCUMENT

VERSION 1.0 CODE v1.0 May 2012

# **MSc. Human Resource Management**

# A. Programme Information

The programme is meant for students from a variety of backgrounds, specially those already working in HR or management and who wish to advance their career with an academic qualification. Others are looking to make a career change, or simply want to understand organizations better. This course gives you the opportunity to gain professional recognition and progress your career in the direction you choose.

#### **B. Programme Aims**

The course uses current and classic theory and research to develop a critical understanding of both the theory and practice of Human Resource Management. The focus is on strategic and individual level improvements, through assessment of the role of HRM in modern organisations, the issues involved in developing strategic aims (including on an international basis), employment relations, and selecting, motivating, and developing staff.

## C. Programme Objectives

To develop a thorough understanding of all models, concepts and theories relevant to the effective management of human resources and to create able and skilled human resource managers who can be employed in organisations in both the public and private sectors.

## **PART I - Regulations**

#### D. General Entry Requirements

As per UTM'S Admissions Regulations, and 'Admission to Programmes of Study at Masters Degree Level'.

# **E. Programme Entry Requirements**

Admission decisions will be made by the School of Business, Management and Finance on a case to case basis.

Candidates must either be:

Graduates from a recognised university or other institutions of higher education with at least a second class honours degree or holders of an approved professional qualification deemed equivalent to an honours degree.

#### Or

Other honours graduates or holders of an equivalent qualification may be admitted if they produce evidence which satisfies the School Board, recommended by the School, of their competence to pursue the programme;

#### Or

Applicants who do not satisfy any of the requirements as per Regulations or the above but who submit satisfactory evidence of having passed examinations or have acquired managerial experience which are deemed by the Academic Council to be equivalent to any of those listed.

#### **Overseas Candidates**

Overseas candidates whose first language is not English and who do not hold a degree or equivalent professional qualification taught in English will be required to produce evidence of their competence in English.

# F. Programme Mode and Duration

Full Time: 1 ½ Years
Part Time: 2 Years

Each academic year includes two semesters of 15 weeks each (excluding exam period) and each semester is comprised of activities of teaching and learning strategies.

# G. Teaching and Learning Strategies

The programme will consist of a wide variety of teaching methods, including lectures, individual or group projects, presentations, workshops, seminars and case studies. Self-learning will be the key feature of the programme, enabling students to explore, investigate and research in various issues related to human resource management.

## H. Student Support and Guidance

In addition to traditional lectures, group tutorials or individual tutorials are arranged for students.

# I. Attendance Requirements

As per UTM's Regulations and Policy.

## J. Credit System

1 module = 3, 4, 5 or 6 credits Project / Dissertation = 12 credits All modules will carry 100 marks.

# K. Student Progress and Assessment

- Written examination inclusive of reading time shall be of duration of 2 3 hours for modules carrying less or
  equal to 3 credits and not less than 3 hours for modules carrying more than 3 credits.
- All modules are normally assessed over 100 marks, except for project/dissertation where it shall be as specified in the programme document.
- The overall pass mark for a module shall be 40%.
- Where a module is assessed by both, coursework and exams, a minimum of 40% should be attained in
  - Coursework, and
  - Examination

# **Grading**

Postgraduate					
Overall Marks	Grade	Remarks			
70≤X≤100	A	Excellent			
60≤X<70	В	Very Good			
50≤X<60	С	Good			
40≤X<50	D	Satisfactory			
X<40	F	Referred			

# L. Evaluation of Performance

# For MSc:

The percentage mark contributes a 100% weighting toward the degree classification.

# M. Award Classification

# Overall weighted mark x (%) Classification

# For MSc:

Master Degree with Distinction:CPA≥70Master Degree with Merit: $60 \le CPA < 70$ Master Degree: $40 \le CPA < 60$ No Award:CPA<40</td>

# N. Programme Organisation and Management

Programme Director and Coordinator:

Contact Details:

• Room:

• Telephone Number: 234 7624

Email:

# Part II - Programme Structure

# O. MSc Human Resource Management - Full Time

	YEAR 1							
Semester 1				Semester 2				
Code	Modules	Hrs/Wk	Credits	Code	Modules	Hrs/Wk	Credits	
		L/T				L/T		
MGMT Y 5316	Contemporary Strategic HRM I	2+1	3	MGMT 5905	Performance Management, Learning and Talent Development	3+1	4	
LLAW 5217	Employee Relations	3+1	4	MGMT Y 5316	Contemporary Strategic HRM II	2+1	3	
PSYC 5115	Organisational Psychology	3+1	4	ACCF 5125	Finance for HR Managers	3+1	4	
QUAN 5415	Research Methods for Hr Managers	3+1	4		Dissertation **		12	

<sup>\*</sup> Research Methods will be assessed 100% by coursework

YEAR 2					
Semester 3					
Code	Modules	Hrs/Wk	Credits		
		L/T			
MMIS 5310	e-HRM	3+1	4		
	Dissertation **				

<sup>\*\*</sup> Dissertation starts in Semester 2. Credits earned at the end of Semester 3.

TOTAL NUMBER OF CREDITS: 42 (inclusive of Dissertation)

# P. MSc Human Resource Management – Part Time

YEAR 1								
Semester 1				Semester 2				
Code	Modules	Hrs/Wk	Credits	Code	Modules	Hrs/Wk	Credits	
		L/T				L/T		
MGMT Y 5316	Contemporary Strategic HRM I	2+1	3	QUAN 5415	Research Methods for Hr Managers	3+1	4	
LLAW 5217	Employee Relations	3+1	4	MGMT 5905	Performance Management, Learning and Talent Development	3+1	4	
PSYC 5115	Organisational Psychology	3+1	4					

<sup>\*</sup> Research Methods will be assessed 100% by coursework

YEAR 2								
Semester 1				Semester 2				
Code	Modules	Hrs/Wk	Credits	Code	Modules	Hrs/Wk	Credits	
		L/T				L/T		
MGMT Y 5316	Contemporary Strategic HRM II	2+1	3	MMIS 5310	e-HRM	3+1	4	
ACCF 5125	Finance for HR Managers	3+1	4		Dissertation **		12	
	Dissertation **							

<sup>\*\*</sup> Dissertation starts in Semester 1 of Year 2. Credits earned at the end of Semester 2 of Year 2

TOTAL NUMBER OF CREDITS: 42 (inclusive of Dissertation)

#### Q. MODULE OUTLINE

# MGMT Y 5316 Contemporary Strategic HRM I

The evolving role of strategic HRM, Corporate strategy and notions of 'best-fit' HRM, HRM 'best practice' and high performance work systems, The resource-based view: developing human and social capital, Challenges and approaches to strategic HRM in the MNC, Ethics, social responsibility, sustainability and strategic HRM, Human rights and HRM: Ethical codes, policies and practices, Approaches to HR planning and decision making

#### **LLAW 5217 Employee Relations**

Employment relationship: Key concepts, theories and Perspectives, The local and national context of employee relationships, Equal Opportunity Rights, The roles and functions of different groups in the employment relationship including HR Outsourcing, The impact of the law on employee relations, and global factors, The roles of trade unions, and their purpose, The process of negotiation and collective bargaining, conflict resolution and change management, Employee involvement and participation, employee engagement, communication and diversity management

## **PSYC 5115 Organisational Psychology**

Historical background and methodological basis; interaction between person and work: individual and task characteristics, ergonomics, motivation and satisfaction; personnel appraisal, selection, career development and career guidance; training, work and unemployment; interaction between person and group; group characteristics and individual behavior; leadership theories and models; conflict; stress; management development. Interaction between person/group and organization; characteristics of organizations, organization theories, structure and contingency theory; organizational change: theoretical approach; socio-technical systems approach to organizations; decision making; management of organizations; organizational design; women and work; automation: design process and implementation; interaction between organization and environment; inter-organisational relations and networks; work and organizational psychology in cross- cultural perspective.

# **QUAN 5415 Research Methods for HR Managers**

Introduces the areas of knowledge which are necessary to critically evaluate research reports and papers, and provides the knowledge needed to carry out a quantitative or qualitative research project in the relevant field. Areas covered will include: research design; sampling; both qualitative and quantitative approaches to data collection; the statistical analysis of quantitative data; the preparation of research reports and the use of different paradigms in research.

## MGMT 5905 Performance Management, Learning and Talent Development

What is learning and development (L & D)? Key themes and theories, Organizational and workplace learning: Implications for L&D, The strategic role, contribution and politics of L&D, International and National factors in L&D, A 6-stage cycle: Identifying organizational and individual learning needs, Trade L & D, coaching and performance/engagement, Negotiating, designing and delivering L & D, The practitioner perspective. Performance Management and Performance Appraisal.

# MGMT Y 5316 Contemporary Strategic HRM II

Strategy and Change: Introduction/Changing bases of competitive advantage, Methods of strategic development, Cross-border strategic alliances and mergers and acquisitions as change processes, Challenges relating to such arrangements, critical success factors and the role of the HR function, Approaches to change management, Change and innovation as a planned and emergent process, Identification of options that change agents have when considering change, Culture, structure and politics in organisational design, Orchestrating culture, structure, systems and resources for organisational change and innovation, The role of power relations and political activity, Leadership: The essence of leadership, Introduction, power, influence and ethics, The leader and leader-follower relationship, Trait, skill, and style approach, relationship based, inspirational and team leadership approach, The leadership situation, Contingency approaches, leadership substitutes, leadership across cultures, diversity, Leadership development, Leader selection and training, leadership capacity building

# **ACCF 5125 Finance for HR Managers**

For non-specialist accountants this module introduces the basic concepts and techniques of Accounting and Finance and demonstrates the tasks and methods of identifying and resolving management financial issues, The purposes of accounting; the uses of accounting information; the role of the financial accountant and the management accountant; the nature of financial information; company financial statements; the use of financial statements for management decisions; nature and techniques of financial controls; investment appraisal; raising finance; allocation of resources; use of working capital management, budgeting, job costing and payroll.

#### **MMIS 5310 e-HRM**

e HR applications like e recruitment, e selection, e performance appraisal, e reward, strategies for e HR, Introduction to Knowledge Management technologies to create, share and contextualise knowledge, personalisation, codification strategies, intranets, lotus notes, artificial intelligence, communication of practice, DSS, ISS ERP.

# **Dissertation**

The dissertation takes that form of an empirical study, quantitative or qualitative, conducted by the student on some aspect of Organizational Psychology and Human Resource Management. A 15,000-18,000 words dissertation will have to be submitted at the end of the semester. The work submitted should conform to the school's Postgraduate Dissertation Guidelines.