
Human Resource Management & Industrial Relations BUS 250-397/398 (Online) - Fall 2017 COURSE OUTLINE

Class Time: Online
Instructor: Sandra Steen
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Course Description:

This course provides an introduction to the roles and functions of Human Resource Management (HRM). The course takes the perspective that HRM plays an important and growing role in the success of organizations and effective HRM is a shared responsibility of human resource professionals and the organization's managers.

Learning Outcomes & Objectives:

- Introduce the fundamental aspects of HRM critical to organizational effectiveness.
- Provide an introduction to the content knowledge of HRM as a basis for further learning.
- Provide an introduction to the process knowledge of HRM as a basis for developing abilities to participate in applying strategies and tools.

Course Textbook & Readings:

Required:

- (1) Steen, Sandra & Noe, Raymond, et al. (2016), *Human Resource Management* (Fourth Canadian Edition), Toronto: McGraw-Hill Ryerson.
- (2) McGraw-Hill CONNECT. See *Unit 1 in UR Courses for registration information*.
<http://connect.mheducation.com/class/s-steen-fall-2017-bus-250-397--398-web>
- (3) Links and/or references will be provided in the Units for all other readings/videos.

Office Hours:

You can reach me on the course site—in the “Ask the Instructor” forum or UR Courses email or uregina.ca email. I will (almost always) respond within 48 hours.

Special Needs:

Any student with a disability, injury, or illness who feels they may need academic accommodation should discuss this with the course instructor after contacting the Centre for Student Accessibility, located in Riddell Centre 251, call 306-585-4631, email accessibility@uregina.ca

Evaluation:

a)	Discussion Forum Participation	15%
b)	CONNECT Homework & Assignments (7)	21%
c)	CONNECT Quizzes (5)	25%
d)	Final Exam – Individual (Take-home)	39%
	TOTAL:	100%

Research Participation:

It may be possible to earn up to 2% bonus marks. See the faculty website for complete information on how to sign up for studies through the participant pool.

Academic Integrity:

Plagiarism, cheating, or any other form of academic misconduct will not be tolerated. The requirements provided in the University of Regina Calendar (see 5.14.2 Academic Misconduct) are in effect throughout the course and any suspected academic misconduct will be reported to the Dean/Designate. For example, consulting others on the graded assignments, quizzes, or take-home Final Exam is cheating. Quoting or paraphrasing ideas of others without acknowledging the source in a Discussion Forum post or Final Exam is plagiarism.

a) Discussion Participation: (15%)

Discussion Forums are an important part of this course—representing class participation and engagement in the assigned Units. You are **expected to actively participate** in discussion with your fellow students: this means making postings to show evidence that you have read and considered the course resources, and have read and thought about what other students are saying. I am looking for collegiality, (kind and supportive) disagreement, justification for a point of view, and critical thought (more than general personal opinions). Postings should be made within the following timeframes:

Due Dates:

- Unit 1: Discussion Forum Introductions: September 7, 2017 – ongoing
- Unit 2: Discussion Forum 1: September 14 – 20, 2017
- Unit 6: Discussion Forum 2: October 12 – 18, 2017
- Unit 10: Discussion Forum 3: November 9 – 15, 2017

b) CONNECT Homework Assignments (Individual): (7 x 3%)

The following Units have Homework Assignments that need to be completed before the end of the Unit. See UR Courses for additional information and access instructions.

Due Dates:

- Unit 4: October 4, 2017
- Unit 5: October 11, 2017
- Unit 7: October 25, 2017
- Unit 8: November 1, 2017
- Unit 9: November 8, 2017
- Unit 11: November 22, 2017
- Unit 12: November 29, 2017

NOTE: Be sure to submit your assignments before the deadline as any remaining submissions will be automatically submitted @ 11:59 p.m. CST on the due date.

c) CONNECT Quizzes (Individual): (5 x 5%)

There are 5 Quizzes (25 Multiple Choice Questions) intended to help you ensure you are acquiring the required content knowledge for the course.

Due Dates:

- Unit 3: September 27, 2017 – CH 1 + 2
- Unit 5: October 11, 2017 – CH 3 + 4
- Unit 8: November 1, 2017 – CH 5 + 6 + 7
- Unit 9: November 15, 2017 – CH 8 + 9
- Unit 12: November 29, 2017 – CH 10 + 11

NOTE: Be familiar with the course policies provided in the Units e.g. timed—40 minute time limit; only one attempt within the Unit is permitted. Choose a time for the quiz that is distraction-free, you are well-prepared, and have adequate available time to complete all questions—it is not possible to save or exit the quiz once started.

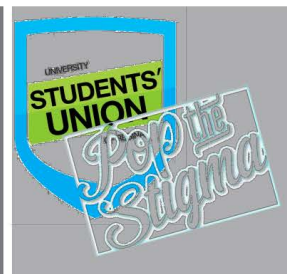
d) Final Exam – Take-Home (Individual): (39%)

Based on the readings in the textbook, assigned readings, videos, exercises, and/or discussions. The comprehensive final exam will cover Chapters 1-11. Format for the final exam will be provided later in the semester.

NOTE Examination Policy: Anyone who does not electronically submit their exam in UR Courses (Final Exam Assignment) by the due date/time will be given a grade of “NP” in the class.

FINAL EXAM DUE DATE: December 11, 2017 @ 12:00 noon CST

University of Regina Counselling Services



Feeling Stressed? Always worried?

Some stress is normal when you're going to university but **1 in 5 students** will suffer from enough distress that they **would benefit from counselling**.

What can I do?

The U of R offers several counselling services free of charge for students at the U of R. These sessions are confidential and easy to access for students – simply go to the second floor of Riddell, Room 251 to make an appointment.

When should you go?

Knowing when to schedule an appointment can be tough. Some common issues you might need help with include test anxiety, if you've experienced a trauma like losing a family member or a close friend, or if you've recently ended a relationship.

If the feelings you're experiencing are more intense and severe counselling services can also provide urgent service within 3 days and referrals as needed.

What options are available for me?

Personal Counselling – This is a great option if you'd like one on one attention for things like anxiety and panic, relationship conflict, depression, grief and loss, academic issues, body image and substance abuse. Up to 5 sessions are free per semester. Try it – talking about your problems can be more helpful than you might think!

Group Counselling – Simply put, you're not alone. Many students are experiencing the same things as you. The U of R offers a wide variety of group counselling opportunities that can help teach many skills for managing your mental health, including: Meditation and relaxation, Healthy relationships, Stress Management and Self-Care.

But I can't afford counselling...

Seeking counselling doesn't have to be cost prohibitive. Many students can benefit from the 5 free sessions offered by the University as a benefit of being a student.

If you need more sessions make sure you contact URSU and visit www.iHaveAPlan.ca. Many expenses that are related to mental health, including going to a psychologist, are partially covered by your Student Health and Dental Plan!

What else can I do?

Self-care - taking better care of yourself, can help you out. Eating better, working out, smoking and drinking less and balancing school with fun can all help with mental health!

Have a problem but don't know how to fix it?

URSU's Student Advocate can help you free of charge!

- Academic Appeals
- Disciplinary Appeals
- Student Loan Appeals
- E-mail advocate@ursu.ca to schedule an appointment today!
- Emergency Bursaries
- Notary Public
- Rentalsman Appeals

