

CENTRAL MICHIGAN UNIVERSITY
MSA 696a SYLLABUS
Spring II, 2019

IDENTIFYING INFORMATION

Course: MSA 696A Current Topics in Human Resource Management

Term: Spring II, 2019

CRN: 22368505

Location: Rowe 226

Course Dates and Times: Wednesdays -5:30-10:20 p.m.; 3/13/18 – 5/1/18

Instructor: Dr. Michael Dillon

E-Mail Address: dillo1md@cmich.edu

Phone Numbers: Cell: 989-941-6330

Office Hours: I would be happy to set a time to speak/meet with you. Please call or email for arrangements.

Academic Biography: Dr. Michael Dillon has been a fixed term faculty member, and now a Lecturer II, at Central Michigan University since January of 2016 for the Master of Science of Administration program. He has taught MSA 502, 503, 506, 510, 600, 601, 602, 603, 604, 613, 647, 677, 696a, 698, and 699. Prior to his current role, he has served as an adjunct faculty member at various universities. He has a work history in higher education and finance, has taken leadership roles in multiple non-profits, and has numerous academic publications and conference presentations. Research interests include collaborative action and power dynamics, adult learning theory, organizational learning, critical human resource and organizational development theory, leadership theory, action research methodology, hybrid and online learning, and qualitative research. Dr. Dillon holds an Ed.D. in Adult Education and Human Resource and Organizational Development from the University of Georgia, a Master of Arts in Organizational Leadership from Gonzaga University, a Dual Bachelors of Arts in Economics and Philosophy from the University of Pittsburgh, and recently completed a Project Management certificate at Central Michigan University. Dr. Dillon is originally from Pittsburgh, PA and currently resides in Midland, MI with his two teenage children and Foxy a rescue terrier.

Prerequisites: 86 semester hours completed or Admission into a graduate program

II. TEXTBOOKS AND INSTRUCTIONAL MATERIALS

Required Texts: Noe, R. (2019). *Human Resource Management. Gaining a Competitive Advantage*. ISBN: 9781260694406 (loose-leaf edition through CMU Bookstore)

III. COURSE DESCRIPTION

MSA 696 Current Topics in Human Resource Management Spring II, 2019

MGT 696A covers theory, current issues and problems of personnel administration as they relate to the various levels of Human Resource Management. The class will provide an understanding of a foundation of knowledge of HR methods and practices such as strategic HR management, performance, recruitment & selection, and employment law, and current critical issues from the perspective of managers and HR practitioners.

IV. COURSE GOALS AND OBJECTIVES

Upon completion of this course, a student should be able to:

1. Analyze HR practices, current trends, and the legal foundation of human resource strategy, employment planning, regulation, job analysis and design, performance assessment, recruitment and selection, training and development, employee relations and compensation;
2. State the critical pieces of legislation and litigation which shape today's human resource management processes and practices;
3. Research specific HRM topics in CMU library or CMU online databases to present studies and results from academic, peer reviewed, and or reputable sources;
4. Discuss key current challenges facing HR practitioners, and have the background to examine and evaluate those challenges;
5. Conduct a basic job analysis of an entry level job at the target organization and use that information to develop job-related HRM processes and practices within;
6. Analyze existing HRM practices within a local organization;
7. Evaluate related cost and the effectiveness of the current selection methods in the target organization;
8. Based on the collected information design a new selection process to meet the target organization goals.

V. METHODOLOGY: In this face-to-face course it is vital that students (and the instructor) fully participate and engage. This means “bringing” your work/life/academic experiences to the classroom. Rich classroom dialogue is foundational to your success in the course. In order to have rich dialogue: read the material, contemplate the concepts and how they relate to your experiences and career goals, and fully engage. See the “evaluation” section for further guidance regarding how you will be graded.

VI. COURSE OUTLINE/ASSIGNMENTS

<u>Week</u>	<u>Dates</u>	<u>Readings</u>	<u>Assignments*</u>	<u>Class Meeting</u>
1	3/13/19 to 3/17/19	Chs. 1 - 3	Submit Strategic HR Paper Idea	3/13

2	3/18/19 to 3/24/19	Chs. 4 - 5	Strategic HR Paper	3/20
3	3/25/19 to 3/31/19	Chs. 6 - 7		3/27
4	4/1/19 to 4/7/19	Chs. 8 - 9	Literature review topic w/ problem statement Start your literature search	4/3
5	4/8/19 to 4/14/19	Library search for Bibliography	Bibliography for Lit. Review Keep working on Lit. Review	4/10
6	4/15/19 to 4/21/19	Chs. 10 - 13	 Keep working on Lit. Review	4/17
7	4/22/19 to 4/28/19	Chs. 14 - 16	Current HR issue Lit review draft submission Keep working on Lit. Review	4/24
8	4/29/19 to 5/1/19		Current HR issue Lit review Presentation of Current HR issue Lit review	5/1
*All assignments due by Sunday 11:59pm EST of week noted unless otherwise indicated.				

VII CRITERIA FOR EVALUATION

Evaluation:

<u>Assignment</u>	<u>Points</u>
Strategic HR Paper	14
LR pt.1 - Literature review topic / problem statement	10
LR pt.2 - Bibliography for Lit. Review	18
LR pt.3 - Draft submission of "Current HR issue Lit. Review"	8
LR pt.4 – Final Version - Current HR issue Lit. Review	28
LR pt.5 - Presentation of Current HR issue Lit review	14
Class Engagement	8
Total	100

Assignment detail

Strategic HR Paper: Using either your workplace or another organization as a guide, detail: a) a current strategic initiative for that organization, and most importantly, b) how HR can support that strategy through one or more of the six HRM practices (see p. 88). Your paper needs to be APA style, using APA section headings, 4-5 pages double spaced (plus cover and reference page), with at least three scholarly references.

LR pt.1 - Literature review topic / problem statement: You will submit a topic that will be the basis for your literature review assignment. Include: a) organizational background, b) a SWOT analysis, and c) potential theoretical underpinning(s) for your literature review. Your paper needs to be APA style, using APA section headings, 1-2 pages double spaced (plus cover and reference page), with at least two scholarly references.

LR pt.2 - Bibliography for Lit. Review: Submit a bibliography which includes at least 7 recent (no older than 5 years) scholarly references. Provide 2-3 sentences for each reference explaining the relevance of the article to your research problem.

LR pt.3 - Draft submission of “Current HR issue Lit. Review”: It is in your best interest to submit your best version of the “Current HR issue Lit. Review” by the due date. However, you may still earn full points for this draft submission with at least 4 quality pages. Your paper needs to be APA style, using APA section headings, 4-8 pages double spaced (plus cover and reference page), with at least seven scholarly references.

LR pt.4 – Final Version- Current HR issue Lit review: This literature review is a result of the research of the scholarly literature you conducted to address the problem statement previously submitted. Your paper needs to be APA style, using APA section headings, 7-8 pages double spaced (plus cover and reference page), with at least seven scholarly references.

LR pt.5 - Presentation of Current HR issue Lit review: You will present to your classmates on the last class meeting for approx. 10-15 minutes. Cover: a) your problem statement, b) key findings from the literature, and c) how your discoveries might help solve the problem.

Class Engagement: Class Engagement grade will be based on student attendance and engagement as described below.

Class Engagement		
Engagement	Preparation (outside of class)	Participation (in class)
I am Fully Engaged	Exemplary Preparation I read carefully and research background information on the author/topic ahead of time.	Animated Participation I attend class and I speak daily. I try to advance the conversation by presenting evidence to support my ideas.

	I research social, cultural, historic, economic, political connections to the text/topic. I consider the course's Essential Questions as I prepare.	I present related research, implications, or complexities in the text/situation/topic.
I am Occasionally Engaged	Novice Preparation I read assignments ahead of time. I do basic research to understand the material, but I do not go beyond the obvious. Sometimes I consider the course's Essential Questions as I prepare.	Occasional Participation I attend class daily. I speak occasionally—mainly when called upon by the professor. Sometimes I present general evidence to support my position.
I'm not sure how to be engaged; I need some direction	Inadequate preparation Sometimes I do the reading. I don't research to understand the material, nor do I go beyond the obvious.	Inadequate participation My attendance is inconsistent. I participate only when prompted.
I am Disengaged	No Preparation I neither read nor research before class.	No Participation My attendance is inconsistent. I do not speak in class.
Source: Stephanie Almagno, PhD, http://www.facultyfocus.com/articles/effective-teaching-strategies/participation-points-making-student-engagement-visible/?utm_campaign=Faculty%20Focus&utm_content=50702409&utm_medium=social&utm_source=linkedin		

Late Assignments: 20% penalty for each day late. No work accepted after 5/1/19.

Make-ups and Rewrites: Not accepted

Attendance Policy: Students need to be present and engaged for each class meeting, and to keep abreast of any announcements in Blackboard.

Grading Scale:

94-100 A 90-93 A- 87-89 B+ 84-86 B 80-83 B- 77-79 C+ 74-76 C <73 E

General:

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1. Academic Dishonesty: Written or other work which a student submits must be the product of his/her own efforts. Plagiarism, cheating, and other forms of academic dishonesty, including dishonesty involving computer technology are prohibited. Further information on Academic Dishonesty can be found in the current Bulletin.
2. ADA: CMU provides individuals with disabilities reasonable accommodations to participate in educational programs, activities and services. Students with disabilities requiring accommodations to participate in class activities or meet course requirements should contact Student Disabilities Services at 989-774-3016 or by e-mail at sds@cmich.edu at least 4-6 weeks prior to the start of class. SDS is located in the Park Library, room 120. Students may find additional information and forms at http://www.cmich.edu/Student_Disability_Services.htm.

Student's Rights and Responsibilities:

<http://www.cmich.edu/policies-procedures/code-student-rights>

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