CONTEMPORARY ISSUES IN HUMAN RESOURCE MANAGEMENT – BUS 361
Doane College/Lincoln: Thursday Evenings 6pm-10:30pm
Autumn Term, 2013 (3 credit hours)

Instructor:
Bill Kostner MBA
Office: 402-441-6009
Home: 402-421-7522
Email: william.kostner@doane.edu or wkostner@neb.rr.com

Course Description:
This course provides opportunities for students to conduct in-depth analyses involving topics such as employee recruitment and selection, performance evaluation and discipline, workplace discrimination, and recent issues raised by the Americans With Disabilities Act. Students successfully completing this course will be able to 1) list and explain the requirements of the primary employment laws, 2) identify specific discriminatory management practices related to employee recruitment, 3) selection, promotion, transfer, layoffs, and benefits, 4) discuss the requirements of the Americans With Disabilities Act, 5) discuss performance appraisal and the role that feedback plays in that process and 6) explain how to ensure fairness in the discipline process and the ramifications of a poorly designed program.

Course Outline (by week):
1) 8/22/13 - Read chapter 1.
2) 8/29/13 - Read chapter 2 & 3.
3) 9/05/13 - Read chapter 4.
4) GROUP PRESENTATIONS MUST BE SET & RESERVED BY TODAY.
5) 9/12/13 - No Class Tonight As Instructor Has A Conflict.
6) 9/19/13 - Read chapter 5.
7) 9/26/13 - Read chapters 6 & 7.
8) MIDTERM EXAM GIVEN OUT TODAY
9) MIDTERM EXAM DUE BACK TODAY
10/03/13 - Read chapter 8.
10/10/13 - Read chapter 9.

FINAL EXAM GIVEN OUT TODAY
10/17/13 - Read chapter 10.

FINAL EXAM DUE BACK TODAY

Text:
Course Learning Objectives:
1) Develop a general understanding of current trends in human resource management
2) Develop a general understanding of federal regulations related to HR management
3) Develop a general understanding of key human resource management terms and concepts
4) Develop and refine group presentation skills

Course Learning Strategies To Achieve Objectives:
1) Class Lecture
2) Potential guest speakers
3) PowerPoint presentations to illustrate issues
4) Group discussion

Grading Scale:
A+ = 98-100%; A= greater than 92 & less than 98%; A-= 90-92%; B+= 88 & less than 90%; B= greater than 82 and less than 88%; B-= 80-82%; C+= 78 & less than 80%; C= greater than 72 and less than 78; C-= 70-72%; D+= 68 & less than 70%; D = greater than 62 & less than 68%; D-= 60-62%; F=<60

Grading:
Grades will be determined by the following, totaling 100% possible, per student:

1. Midterm Exam-----------------------------------------------30%
A take home exam will be given out during the 4th class session. This is due back at the beginning of the 5th class. This midterm exam will cover materials found in the first 1-4 sessions.

2. Final Exam-----------------------------------------------30%
A take home exam will be given out during the 7th class session. This is due back at the beginning of the 8th class. This final exam will cover materials found in the text.

3. Group Presentation-----------------------------------------------30%
During our first class, groups will be formed to work on one 12-15 minute presentation. This group presentation will focus on an HR management problem or practice, to be presented to the class during one of our last few class sessions. The particular topic chosen will be determined by the group, as long as no other group reserves that topic first and it is approved by the instructor. All presentations must be identified by our third week of class.

Presentations should have an opening, body and a closing, with a brief question and answer period following the timed presentation. Additional research, obtained from outside the text, will mark the better presentations. Groups should consider themselves HR Management Consultants and present accordingly in a professional manner. A written outline, or summary, must be turned in to your instructor on the day of the group presentation, and all sources must be cited.

4. Participation & Attendance-----------------------------------------------10%
Participation and attendance will be counted towards your final grade.

Total……………………………………………………………………………………………………………………………100%

Academic Integrity:
The Doane College Academic Integrity Policy will be adhered to in this class. All projects and tests will represent your own work. Any use of others ideas and words without proper citation of sources is plagiarism and will result in penalties to be determined by the instructor and/or the Dean of Undergraduate Studies.

Attendance:
Students are expected to attend all classes, due to the importance of class discussion and materials covered. The only officially valid absences are absences due to illness, scheduled travel or absences due to college or work sponsored trips or activities beyond the student’s control. Attendance will be taken at the start of each class session.