Description: Human Resource Issues Management

Subject Cat-Nbr Class Term Mode Units Campus
MGT 2000 10201 1, 2002 WEB 1.00 TW MBA

Academic Group: FOBUS
Academic Org: FOB003
HECS Band: 2
ASCED Code: 080303

STAFFING
Examiner: Peter Sheen
Moderator: Cec Pedersen

PRE-REQUISITES
Pre-requisite: MGT 1001

SYNOPSIS
This course develops an understanding of the importance in effectively addressing current organisational and external environment issues through appropriate human resource practices. A key to achieving this is the integration of the functions of human resource management in addressing the issues. The functions include: job analysis, job design, job descriptions, person specifications, job evaluation, recruitment and selection, compensation and performance appraisal. Particular issues addressed in relation to theory are connected with the following topics: organisational needs analysis, human capital, performance management, networks, strategic implications, and technology.

OBJECTIVES
On completion of this course students should be able to:

- understand and apply the principles of HRM functions to contemporary organisational issues in order to maximise the effectiveness of employees' work;
- understand and apply principles for the following functions: job analysis, job design, job descriptions, person specifications, job evaluation, recruitment and selection, compensation, performance appraisal, including Equal Employment Opportunity (EEO) as a special issue;
- understand the internal and external environment influences exerted by contemporary issues including assessing organisational needs, human capital theory, performance management, networks, corporate and business strategy, technology.
TOPICS

Description Weighting (%) 
1. PART ONE: HR FUNCTIONS 0.00 
2. Job Analysis, Job Design, Job Descriptions 20.00 
3. Person Specifications, Job Evaluation 10.00 
4. Recruitment, Selection 10.00 
5. Compensation, Performance Appraisal PART TWO: CONTEMPORARY ISSUES 10.00 
6. Assessing Organisational Needs 10.00 
7. Human Capital (Equal Employment Opportunity) 20.00 
8. Performance Management 5.00 
9. Networks 5.00 
10. Corporate and Business Strategy 5.00 
11. Technology 5.00 

TEXT and MATERIALS required to be PURCHASED or ACCESSED:

Books can be ordered by fax or telephone. For costs and further details use the 'Book Search' facility at http://bookshop.usq.edu.au by entering the author or title of the text.

No set texts. All readings are based on the Selected Readings.

REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

JOURNALS

Asia-Pacific Journal of Human Resources, 
Personnel Journal, 
Personnel Management, (Electronic Journal), 
HR Monthly, - AHRI monthly publication, 
Human Resource Planning, 
Planning Review, 


**STUDENT WORKLOAD REQUIREMENTS**

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS</th>
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<td>Residential Schools</td>
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**ASSESSMENT DETAILS**

<table>
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<tr>
<th>Description</th>
<th>Marks Out of</th>
<th>Wtg(%)</th>
<th>Required</th>
<th>Due Date</th>
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<tr>
<td>MINOR ASSIGNMENT</td>
<td>20.00</td>
<td>20.00</td>
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<td>MAJOR ASSIGNMENT</td>
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<td>3 HOUR EXAMINATION</td>
<td>45.00</td>
<td>45.00</td>
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**NOTES:**

1. Further details about the due dates are detailed in the assessment section of the Course Specifications.
2. Further details about the due dates are detailed in the assessment section of the Course Specifications.
3. Further details about the due dates are detailed in the assessment section of the Course Specifications.

**OTHER REQUIREMENTS**

1. To obtain a pass in this course, students must pass the overall assignment work and the examination.
2. The due date of an assignment is the date by which a student must despatch the assignment to the University, and is normally that defined in the relevant course specification. The onus is on the student to provide, if requested, proof of date of despatch.
3. Students should organise their affairs to ensure that they meet due dates for all assignments. Extensions will be granted only under exceptional extenuating circumstances, normally involving a significant medical condition.
4 Students may apply for an assignment extension preferably by negotiating directly with the course leader before the due date, or by application through DEC to the course leader before the due date or by including application with the submitted assignment after the due date. Such applications should be in writing and include supporting documentary evidence. The authority for granting extensions rests with the relevant Course Leader.

5 All assignments despatched after due dates without appropriate extension approvals or after approved extension dates will be penalised up to a maximum of 20% of the assigned mark per work day.

6 Students must retain a copy of all assignments which must be provided if/when required by the Course Leader.

7 Course weightings of topics should not be interpreted as applying to the number of marks allocated to questions testing those topics in an examination paper.

8 Mechanised erasers, mobile telephones and other electronic media are not permitted in exam venues.

9 The end-of-semester examination is a restricted examination. Students are permitted to bring an un-marked paper-based translation dictionary into the examination venue. Electronic dictionaries are not permitted.

10 A residential school is not offered in this unit.