



THE FLORIDA STATE UNIVERSITY
COLLEGE OF COMMUNICATION & INFORMATION
School of Library & Information Studies

LIS5403 – HUMAN RESOURCE MANAGEMENT FOR INFORMATION PROFESSIONALS
SECTION(S)
TERM 20XX, COURSE MEETING DAY/TIME, COURSE MEETING LOCATION
MODE OF INSTRUCTION: Online

Instructor:

Email:

Office:

Phone:

Course Location/Website:

Office Hours (in office, online or via phone):

Teaching Assistant:

Email:

COURSE DESCRIPTION:

This course provides education and information relevant to real life and dynamic organizational events confronting human resource (HR) managers working in a 21st century information provision environment (IPE). The overall intent of the course is to facilitate optimal human resource management in the IPE. The course content is designed to encourage student engagement in HR issues and topics.

COURSE OBJECTIVES:

At the end of the course, the student will be able to:

1. Demonstrate an understanding of current human resource management (HRM) issues relevant to the information provision environment (IPE).
2. Analyze HRM areas within the context of the IPE from the following perspectives: HRM function and environment; HRM requirements (job analysis and planning, staffing, recruiting and selecting new employees); HRM effectiveness (training, development, and performance appraisal); HRM rewards and security (compensation, benefits, safety and health); HRM enhancements (employee relations, motivation, rights and discipline, labor relations, and collective bargaining).
3. Identify strategies for effectively managing and implementing HRM policies and programs within the IPE.

COURSE MATERIALS:

Required textbook:

Denisi, A. S. & Griffin, R. W. (2014). *HR 2.0.*, 2nd edition. Mason, Ohio: South-Western Cengage Learning. ISBN-10: 1-133-60451-X ISBN-13: 978-1-133-60451-8

Required Readings:

Readings and multimedia content as assigned and posted to the course website.

COURSE ASSIGNMENTS AND EVALUATION:

- Personal Bio
- Case Study Discussions
- Paper: Lily Ledbetter Fair Pay Act
- Final Project: HRM System Evaluation
- Presentation: HRM System Evaluation
- Peer Feedback: HRM System Presentation

GRADE CALCULATION:

Personal Bio	50 points
Case Study Discussions	600 points
Paper: Lily Ledbetter Fair Pay Act	50 points
Final Project: HRM System Evaluation	150 points
Presentation: HRM System Evaluation	100 points
Peer Feedback: HRM System Presentation	50 points
Total Points	1000 points

SLIS POINT BASED GRADING SCALE:

A	930 - 1000	C	690 – 720
A-	890 – 920	C-	650 – 680
B+	850 – 880	D+	610 – 640
B	810 – 840	D	570 – 600
B-	770 – 800	D-	530 – 560
C+	730 – 760	F	0 – 520

COURSE SCHEDULE:

WEEK	TOPICS TO BE COVERED
1	Course Introduction and Logistics
2	Nature of HR Management
3	The Legal Environment
4	The Global Environment
5	The Competitive Environment
6	HR Decision Making in Organizations

7	Recruiting, Selecting, Training, and Developing Employees
8	Managing a New and Diverse Workforce
9	Compensation & Benefits
10	Performance Appraisal & Career Management
11	Managing Labor Relations
12	Safety, Health, Well-Being, and Security
13	Motivation at Work
14	Managing and Enhancing Performance: The Big Picture
15	HRM Evaluation Presentations

COPYRIGHT STATEMENT:

Some of the materials in this course are possibly copyrighted. They are intended for use only by students registered and enrolled in this course and only for instructional activities associated with, and for the duration of, the course. They may not be retained in another medium or disseminated further. They are provided in compliance with the provisions of the *Technology, Education, And Copyright Harmonization* (TEACH) Act (refer to the 3/7/2001 TEACH Act at www.copyright.gov/legislation/archive/).

SEXUAL HARRASSMENT POLICY:

It is the policy of the University that its employees and students neither commit nor condone sexual harassment in any form. http://registrar.fsu.edu/bulletin/grad/info/university_notices.htm

SCHOOL OF INFORMATION HARDWARE AND SOFTWARE REQUIREMENTS:

A list of all hardware and software requirements for students participating in the School of Information courses can be found at the following location:
<http://ischool.cci.fsu.edu/academics/online/requirements/>

STUDENT ELIGIBILITY FOR AN INCOMPLETE GRADE:

Incomplete ("I") grades will not be assigned, except in the case of exceptional unforeseen circumstances that occur within the last three weeks of the semester and your work has otherwise been satisfactory (C average).

University Attendance Policy:

Excused absences include documented illness, deaths in the family and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will also be given to students whose dependent children experience serious illness.

Academic Honor Policy:

The Florida State University Academic Honor Policy outlines the University's expectations for the integrity of students' academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their

pledge to “. . . be honest and truthful and . . . [to] strive for personal and institutional integrity at Florida State University.” (Florida State University Academic Honor Policy, found at <http://fda.fsu.edu/Academics/Academic-Honor-Policy>.)

Americans With Disabilities Act:

Students with disabilities needing academic accommodation should:

- (1) register with and provide documentation to the Student Disability Resource Center; and
- (2) bring a letter to the instructor indicating the need for accommodation and what type. This should be done during the first week of class.

This syllabus and other class materials are available in alternative format upon request.

For more information about services available to FSU students with disabilities, contact the:

Student Disability Resource Center
874 Traditions Way
108 Student Services Building
Florida State University
Tallahassee, FL 32306-4167
(850) 644-9566 (voice)
(850) 644-8504 (TDD)
sdrc@admin.fsu.edu
<http://www.disabilitycenter.fsu.edu/>

Free Tutoring from FSU

On-campus tutoring and writing assistance is available for many courses at Florida State University. For more information, visit the Academic Center for Excellence (ACE) Tutoring Services' comprehensive list of on-campus tutoring options - see <http://ace.fsu.edu/tutoring> or contact tutor@fsu.edu. High-quality tutoring is available by appointment and on a walk-in basis. These services are offered by tutors trained to encourage the highest level of individual academic success while upholding personal academic integrity.

Syllabus Change Policy

"Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice."