

**LIS5403 – Human Resource Management for Information Professionals – 3 credits**

Section(s)

TERM 20XX, COURSE MEETING DAY/TIME, COURSE MEETING LOCATION

Mode of Instruction: Online

*Students all meet with instructor for class weekly, synchronously, using a multi-media conferencing system such as Collaborate, at a specific class time indicated in the University’s course schedule for each semester. Additional asynchronous interactions (e.g., discussion forums) among students and with instructor may also be required to complete the course.*

Instructor:
Email:
Office:
Phone:
Course Location/Website:
Office Hours:
Teaching Assistant:
TA Email:

**Prerequisite:** LIS5408 - Management of Information Organizations

**COURSE DESCRIPTION:**

This course explores human resource (HR) concepts, and issues and challenges confronting HR managers working in 21st century information provision environments (IPE). Students will learn strategies for effectively managing and implementing HRM policies and programs to facilitate optimal human resource management in the IPE.

As this course builds upon management outcomes presented in LIS 5408 Management of Information Organizations, LIS 5408 is a prerequisite. This course expects the student to both analyze and synthesize information and demonstrate application of the learning concepts.

# COURSE OBJECTIVES:

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

* Discuss current human resource management (HRM) issues relevant to the information provision environment (IPE).
* 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).
* Identify strategies for effectively managing and implementing HRM policies and programs within the IPE.

# COURSE MATERIALS:

**Required textbook:**

A current textbook similar in content and price to this textbook will be required and will be assigned no later than the university deadline for textbook assignments:

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 Eval 150 points

Presentation: HRM system presentation 100 points

Feedback: HRM system Presentation 50 points
**TOTAL 1000 Points**

# GRADING SCALE:

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| --- | --- | --- | --- |
| A | 930 - 1000 | C | 730 – 769 |
| A- | 900 – 929 | C- | 700 – 729 |
| B+ | 870 – 899 | D+ | 670 – 699 |
| B | 830 – 869 | D | 630 – 669 |
| B- | 800 – 829 | D- | 600 – 629 |
| C+ | 770 – 799 | F | 0 – 599 |

**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 |

**SCHOOL OR DISCIPLINARY POLICIES:**

**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/](http://www.copyright.gov/legislation/archive/) ).

**Sexual Harassment 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/graduate/information/university_notices/>

**iSchool Hardware and Software Requirements**

A list of all hardware and software requirements for students participating in the School of Information (iSchool) 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/academic-resources/academic-integrity-and-grievances/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.

Please note that instructors are not allowed to provide classroom accommodation to a student until appropriate verification from the Student Disability Resource Center has been provided.

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/>

**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."