



**TYNDALE**  
University College

**BUSI 3013**

## **Human Resource Management**

Winter 2010, Room 2084, Wednesday, 6:30 – 9:30

**Instructor:** Byron Y Lee

**Office:**

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**Office Hours:**

**Website Address:** (if you are posting info for your class)

**Commuter Hotline:** 416-226-6620 ext. 2187

Class cancellations due to inclement weather or illness will be announced/posted on the commuter hotline.

**Mailboxes:** Every student is responsible for information communicated through the student mailboxes. A mailbox directory is posted beside the mailboxes.

### **I. COURSE DESCRIPTION:**

The course focuses on the relationship between employees and the organizations they work for.

More specifically it examines an organization's use of its human resources (employees) to achieve its objectives, in either the private or public sector. Ideologies, strategies and trends are discussed.

### **II. COURSE OBJECTIVES:**

The fundamental premise of this course is that workers are a valuable and sometimes irreplaceable resource. Therefore, the management of people is critical to the success of organizations. Students will gain knowledge on the concepts, theories and ideas guiding the different human resource strategies and practices that are prevalent at work. Students will learn about strategy, employee development, employee separations, employee rights and compensation. They will combine theory with real-world examples. At the end of the course the student will be equipped with the skills, knowledge, values, and tools that will allow them to become a more effective manager of human resources.

### **III. REQUIRED TEXTS:**

Gomez-Mejia, L.R., Balkin, D.B., Cardy, R.L., *Managing Human Resources*, Canadian 6th Edition, Prentice Hall Canada: Toronto, 2010.

#### IV. COURSE EVALUATION:

Component	Due Date	Weight (%)
Midterm Exam	Wed. Feb. 17	40
Participation	Ongoing	10
Final Exam	TBA (in April exam period)	50

**The final exam will be held during exam week, Thursday April 15 – Thursday April 22 (including Saturday), as scheduled by the Registrar.**

**Exams:** There will be two closed book exams in this course, a midterm and a final exam. The final exam will be held during the examination period in December and the date will be announced later on in the semester. The format of the exams will be a combination of short-answer, essay and multiple choice questions. The final exam will be cumulative.

**Missed Exam Policy:** There are no make-up exams in this course. Students who miss the midterm exam for medical reasons must provide supporting documentation (i.e. a doctor's note) and will be allowed to transfer the weight of the midterm exam to the final exam (i.e. the final exam would be worth 40 per cent in this case).

**Participation:** Students are required to keep a weekly log of their own participation throughout the course of the semester. The purpose of the journal is two-fold: to encourage active participation and attendance at lectures and to allow students the opportunity to reflect and relate lessons learned throughout the course to situations they may have experienced at their own workplaces or in any other facets of daily life. The journals can be submitted at the end of the course and are worth 10% of the course grade.

#### V. COURSE OUTLINE:

Date	Topic	Readings
January 13	Introduction to HRM	Ch. 1
January 20	Strategy, Fit and Planning	Ch. 2
January 27	Staffing and Performance	Ch. 5,7
February 3	Employee Development	Ch. 8,9
February 10	Employee Separations	Ch. 6
February 17	<b>MIDTERM EXAM</b>	<b>Covers Ch.'s 1, 2, 5 – 9</b>
February 24	Reading Week	No Class
March 3	Legal Environment	Ch. 3
March 10	Employee Rights	Ch. 13, 15
March 17	Workplace Diversity	Ch. 4
March 24	Compensation	Ch. 10
March 31	Compensation	Ch. 11
April 7	Compensation and Exam Review	Ch. 12



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<b>Final Exam</b>	<b>Final Exam</b> Date, time & location TBA	Whole Course
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## **VI. BIBLIOGRAPHY:**

Gomez-Mejia, L.R., Balkin, D.B., Cardy, R.L., *Managing Human Resources*, Canadian 6th Edition, Prentice Hall Canada, 2010.