

Office of Academic Affairs
Tarleton State University
Date Prepared: 12/1/08
Dates Revised: 6/25/09

Master Course Syllabus Outline

Department: COBA MMAS

Course Prefix/Number: HRM 595

Course Title: Professional Issues in Human Resources

Master Syllabus Approved by Department on: ____/____/____
month date year

- I. Catalog Description: Examines contemporary professional issues in human resource management. Emphasis is placed on current issues, ethical decision-making processes, work place investigations, and continued professional development. Successful completion of a comprehensive competency examination covering the principal areas studied within the human resource management function (human resource management practices, selection and placement, training and development, compensation management, labor relations and occupational safety, health and security) is required.
- II. Prerequisites: A minimum of 15 hours in human resource management or concurrent enrollment.
- III. Expanded Course Description: This is considered to be the “capstone” course for graduate students in the TSU Master of Science in Human Resource Management program. Studies focus on developing skills, knowledge and abilities necessary for survival as a human resource professional. In particular, students learn to apply tools for decision-making in complex environments, application of time management processes, and communications skills (written and interactive dialog). Students use the computer to exchange and retrieve information through the Internet, and to develop presentations using a presentation manager. They also develop skills in the analyzing data, synthesizing information, and in the presenting your findings. Finally, they network with human resource professionals and complete a secondary research project related to current, professional issues in human resource management.
- IV. Intended Student Outcomes: (Must include outcomes of knowledge and skills, and may also include behavioral).

At the conclusion of the course the student will be able to:

- Synthesize critical elements of the dynamic interface between the organization’s environment and the human resource management function, including elements that influence decision-making processes.

- Apply appropriate decision strategies to analyze and resolve situations that have significant HRM legal and/or ethical considerations.
- Synthesize critical HRM information and recommend appropriate strategies for forecasting, recruiting and selecting human resources.
- Synthesize essential HRM information and recommend appropriate strategies for improving individual, job and organizational outcomes by developing the organization's human capital capacity.
- Apply appropriate decision strategies to analyze and resolve situations that have significant compensation management considerations.
- Discuss appropriate organizational strategies to reduce costs, ensure compliance with applicable laws and improve an organization's overall health, safety and security climate.
- Discuss the dynamic interface between employees' rights and employers' responsibilities, including processes to create and maintain productive working environments, in both union and non-union settings.
- Conduct literature reviews related to specific HRM topics.
- Write documents related to one or more topics in human resources that are focused, effective, and demonstrate knowledge of the topic. Spelling, grammar, syntax, word usage, punctuation, and proper citation of texts will be according to the documentation style in the discipline (APA format).

V. Unless otherwise stipulated in this master syllabus by the department, the following items are subject to faculty discretion as described in each faculty member's individual course outline/syllabus:

- a) Course Requirements
- b) Required Text(s)
- c) Bibliography

VI. Academic Honesty: Cheating, plagiarism (submitting another person's materials or ideas as one's own), or doing work for another person who will receive academic credit are all-impermissible. This includes the use of unauthorized books, notebooks, or other sources in order to secure or give help during an examination, the unauthorized copying of examinations, assignments, reports, or term papers, or the presentation of unacknowledged material as if it were the student's own work. Disciplinary action may be taken beyond the academic discipline administered by the faculty member who teaches the course in which the cheating took place.

VII. Students With Disabilities Policy: It is the policy of Tarleton State University to comply with the Americans with Disabilities Act (ADA) and other federal, state, and local laws relative to the provision of disability services. Students with disabilities attending Tarleton State University may contact the Office of

Disability Services at (254) 968-9478 to request appropriate accommodation. Furthermore, formal accommodation requests cannot be made until the student has been officially admitted to Tarleton State University.

Department Head Signature/Date:

Signature

____/____/_____
Date