

BUAD 246, 247, 248, 279, 308, 374, 375, 376, 410, 412

Final Exam:

Yes

Hours per week:

3

**Professors**

Name	Phone number	Office	Email
Cathy Fitzgerald	762-5445 #4579	Kelowna: C123	<a href="mailto:cfitzgerald@okanagan.bc.ca">cfitzgerald@okanagan.bc.ca</a>

**Learning Outcomes**

Upon completion of this course students will be able to

- x describe how human resources philosophies, policies, and practices are integrated into all aspects of managing within an organization.
- x explain how to manage within the legal and ethical framework in Canada.
- x explain the strategic importance of human resources management and the connection to organizational strategy.
- x describe human resources practices that contribute to the ongoing growth and development of people in an organization.
- x explain how a safe and healthy work environment and corporate culture contributes to sustainability and productivity.
- x demonstrate knowledge of work design and performance evaluation theories.

**Course Objectives**

This course will cover the following content:

- x Aspects of the external environment that will impact human resource management
- x Trends in the labour force composition, technology and society are covered
- x Strategic human resources planning required to meet organizational goals and objectives with recognition of the integration between strategies and practices
- x The impact of legislation, ethics, and organization policies on human resource management practice
- x The process and practices of job analysis and design
- x Recruitment and selection activities and their relationship to strategic HR planning
- x The assessment, development, delivery and evaluation of employee training and career development programs
- x

**Evaluation Procedure**

Preparation and Participation (individual or group)	20%
Weekly Online Quiz (individual)	10%
Project and Presentation (individual or group)	15%
Term Exam 1*	15%
Term Exam 2*	15%
Final Exam*	25%
Total	100%

\* Students must earn half of all available exam marks to achieve a passing grade in the course.

**Notes**

Exams may be context dependent multiple choice, True-False-Why, short answer questions or case incidents.
Regular attendance at all classes is required.
Written and oral communications are an integral part of this course.
Attendance at exams is mandatory. Inability to attend must be supported by legitimate reasons with supportive documentation.

**Required Texts/Resources**

Stewart, E., Belcourt, M., Fitzgerald, C., Bohlander, G., and Snell, S. (2013). Essentials of Managing Human Resources. 5th Canadian Edition. Toronto: Nelson Education Ltd.
--

## Course Schedule

Date		Topic	Textbook
Week of:			
Sept	9	The Challenges of HRM International HRM Tues. Sept 8 College-wide Orientation Day, Wed. Sept 9 Classes begin	Ch 1 & 11
	14	Legal Framework and Diversity	Ch 2
	21	Defining and Designing Work	Ch 3
	28	Exam #1 Project Presentations	
Oct	5	HR Planning, Recruitment and Selection	Ch 4
	12	Training and Development Mon. Oct 12 Thanksgiving Day – no classes	

## **SKILLS ACROSS THE BUSINESS CURRICULUM**

---

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**

---

### **What is the Disruption of Instructional Activities?**

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study