

HTM 666  
Human Resource Management  
Fall 2007: Monday: 14:30-17:00 in Flint Lab

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**OFFICE HOURS:** Tuesday 11:00-15:00  
**Others:** By Appointment Only

**Purpose & Objectives of the Course**

1. Introduce students to the fundamentals of human resource management;
2. Introduce students to research reading & writing utilizing the **Publication Manual of the American Psychological Association (APA)** for guidance;
3. Challenge students to utilize their cognitive abilities in order to understand, explain, analyze and apply human resource management skills to common human resource management problems; and
4. To prepare students with skills necessary to research and write a thesis or industry project and to make a professional presentation of your research paper.

**Textbooks:**

American Psychological Association. (2001). Publication manual of the American Psychological Association (5<sup>th</sup> ed.). Washington, DC: Author.  
Mathis, R.R. & Jackson, J.H.(2005). Human resource management: Essential perspectives (3/e), Thomson/South-Western

**Method of Instruction:** Lecture & Discussion

**Grading Criteria:** Written quizzes<sup>1</sup> associated with human resource management (20%)  
Presentations<sup>2</sup> (10%)  
Research Report<sup>3</sup> (70%) (80/20)<sup>4</sup>

<b>Grading Scheme:</b>	93.00>	= A
	90.00-92.99	= A-
	87.00-89.90	= B+
	83.00-86.99	= B
	80.00-82.99	= B-
	77.00-79.99	= C+
	73.00-76.99	= C
	70.00-72.99	= C-
	<60.00	= F

**Schedule of Classes**

September	10	Introductions, Strategies, & Writing/Thinking Test
	17	Strategic Implications of HRM Challenges (Lecture) 50 min Read Chapter 1: Basics Of Human Resource Management (Discussion) 35 min

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<sup>1</sup> Quizzes will be on lecture material from the previous week and/or material to be read for that day

<sup>2</sup> Each student will be assigned a topic in human resource management on which they will make a presentation to the class in order to hone their skills in public speaking and presentation and help prepare them for their final oral presentation. Assignments will be made on September 19 by e-mail.

<sup>3</sup> Each student will pick a human resource management for a research paper (proposal due September 24) that will result in a written document utilizing appropriate APA format as well as a formal presentation at the end of the semester. Completed paper is due on November 26

<sup>4</sup> This grade will be based on written work (80%) and oral presentation of written work (20%)

		Read Chapter 1 in APA manual (Discussion) 50 min
	24	The Media: Thinking Things Through (Lecture) 50 min Read Chapter 2: Individual Performance & Retention (Discussion) 35 min Student mini-presentations 6 minutes each Quiz: (20 minutes) <b>Research paper proposal due</b>
October 1		Employee Rights (Lecture) 30 min Read Chapter 3: Equal Employment Video: Unconstitutional: The War on Our Civil Liberties (60 min) Student mini-presentations 6 minutes each Quiz: (20 minutes)
	<b>8</b>	<b>Holiday: No Class</b>
	<b>9</b>	<b>(Monday Schedule)</b> Read Chapter 4: Jobs (Discussion) (35 min)
	15	Downsizing (Lecture) 50 min Read Chapter 5: Staffing (Discussion) 30 min Student mini-presentations 6 minutes each () Quiz: (20 minutes)
	22	Selection (Lecture) 50 min Read Chapter 6: Training, Careers, & HR Development (Discussion) 50 min Student mini-presentations 6 minutes each (2)
	29	Training & Development (Lecture) 50 min Read Chapter 7: Performance Management and Appraisal (Discussion) 30 min Student mini-presentations 6 minutes each (2)
November	5	Performance Management Systems (Lecture) 50 min Read Chapter 8: Compensation Strategies & Practices(Discussion) 30 min Student mini-presentations 10 minutes each (2)
	<b>12</b>	<b>No Class: (Wed is Monday Schedule)</b>
	<b>14</b>	Read Chapter 9: Variable Pay & Benefits (DISCUSSION) Video: Running Out of Time (80 minutes)
	19	Read Chapter 11: Labor Relations (Discussion)
	26	Presentations <sup>5</sup>
December	3	Presentations
December	10	Presentations

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<sup>5</sup> Each student will give a 25 minute presentation on their research paper. Schedule to be determined at a later date