



Human Resource Management Course Syllabus III 2.11

**Specialty: 292 “International Economic Relations”
Educational program “International Business”**

Quarter/Year: Spring/2023

ECTS credits: 6

Instructors: Dr. Olga Verkhohlyad

US credits: 3

Contact information:

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Prerequisites: OB

Course Description

Human resource management is an important function in any organization which is responsible for professional management of employees so that they can create the highest value for the organization. Human Resource Management (HRM) course studies modern approaches and processes of employing people, training them, compensating them, developing policies relating to them, motivating them, and developing strategies to retain them. The course combines theoretical approach with practical application of the acquired knowledge.

Course Outcomes

PH1. Responsibly treat professional self-improvement, realizing the need for lifelong learning, show tolerance and readiness for innovative changes.

PH2. Communicate freely on professional issues in the state and foreign languages orally and in writing, to use economic terminology professionally.

PH4. Systematize and streamline the information received on the processes and phenomena in the world economy; evaluate and explain the influence of endogenous and exogenous factors on them; formulate conclusions and develop recommendations, considering the peculiarities of the national and international environment.

PH5. Possess the skills of introspection (self-control), be understandable for representatives of other business cultures and professional groups of different levels (with specialists from other fields of knowledge / activities) on the basis of appreciating diversity, multiculturalism, tolerance and respect for them.

PH6. Plan, organize, motivate, evaluate and increase the effectiveness of teamwork, conduct research in a group under the leadership of a leader, taking into account today's requirements and features in a limited time.

PH16. Demonstrate knowledge about the state of research in international economic relations and the world economy in an interdisciplinary combination with political, legal, natural sciences.

PH17. Determine the reasons, types and nature of international conflicts and disputes, justify and apply economic, legal and diplomatic methods and means of their solution at the international level, defending the national interests of Ukraine.

PH19. Understand and apply current legislation, international regulations and agreements, reference materials, current standards and specifications, etc. in the field of international economic relations.

PH20. Defend the national interests of Ukraine, taking into account the security component of international economic relations.

PH21. Understand and have the skills to maintain business protocol and business etiquette in the field of international economic relations, taking into account the peculiarities of intercultural communication at the professional and social levels, both state and foreign languages.

PH22. Apply appropriate methods, rules and principles of functioning of international economic relations for the development of foreign economic activity of Ukraine.

PH23. Recognize the need for lifelong learning in order to maintain a high level of professional competence.

PH25. Present the results of the research on the basis of which recommendations and measures for adaptation to changes in the international environment are developed.

Competencies

3K4. Ability to plan and manage time.

3K9. Ability to be critical and self-critical.

3K11. Ability to work in a team.

CK9. Ability to diagnose the state of research in international economic relations and the world economy in an interdisciplinary combination with political, legal, natural sciences.

CK10. Ability to justify the use of legal, economic and diplomatic methods (instruments) for resolving conflict situations at the international level.

CK14. Ability to communicate at the professional and social levels using professional terminology, including oral and written communication in state and foreign languages.

Internationality

The HRM course has strong international component due to importance of globalization in the labor market. As such, the course utilizes case studies with international context. The best global HRM practices and approaches are discussed. Home-work assignments deal with HRM practices in different countries. Students are also encouraged to learn more about each other's cultures and countries. Students are encouraged to form study teams and assignments teams with students who come from different countries. This will help everyone learn and appreciate different world cultures.

Communications

This course takes place on-line in a remote study mode. It means that all materials of the course are available for students to study any time convenient for them.

For individual issues, students should contact the professor by the given e-mail or by Moodle. In the Subject line they should put: **UACUFirstNameLastName**. E-mail messages will normally be answered within 24 hours.

Student Responsibilities

Technical Aspects

The student is obliged to provide himself/herself with all the necessary technical equipment for the educational process (laptop or computer, webcam, headsets or headphones and microphone), as well as access to the Internet.

Grading Policy

The course is based on mastery of course outcomes. The student's grade for this course will be calculated based on performance.

Note: the minimal grade to pass the course is **60%**.

Grading Guidelines

The assignment of a letter grade for a course is an indication of the student's overall success in achieving the learning outcomes for the course. The course letter grade may be viewed as a summary statement of the student's achievement in individual assessments (assignments & activities). These assessments are intended to identify for students their strengths as well as those areas in need of improvement. Student work is assessed according to the guidelines below.

Course-level Grading Guidelines:

Grade	ECTS Grade	International Grade
90% - 100%	A	5 (Excellent)
83% - 89%	B	4 (Very Good)
75% - 82%	C	4 (Good)
70% - 74%	D	3 (Good)
60% - 69%	E	3 (Acceptable)
35% - 59%	FX	Not acceptable, possible repetition of course

Criteria for grading:

ECTS grade	Requirements for the student
A	The student demonstrated a comprehensive systemic and in-depth knowledge of program material; processed basic and additional literature; obtained a solid grasp of the conceptual apparatus, methods, techniques and tools provided by the program; found creative abilities in the presentation of the educational program material both on this issue and on related modules of the course and related courses, or the student had a current control of 90-100 points
B	The student demonstrated good knowledge of program material; processed the basic literature, mastered the conceptual apparatus, methods, techniques and tools provided by the program, but with some inaccuracies
C	
D	

E	The student showed mediocre knowledge of the core program material; learned information mainly from a lecture course or just one textbook; mastered only certain methods, techniques and tools provided by the program
FX	The student has significant gaps in knowledge of the main program material; fragmentary mastered the basic concepts, techniques and tools; significant mistakes are made when using them

Maximum total possible points - **100** points incl. (midterm and final exam are **60%** of overall evaluation, where Midterm – **20%** and Final – **40%**)

- Individual project – **20** points
- Quizzes (2) – **20** points
- **Midterm exam** - **20** points
- Final exam - **40** points

IMPORTANT: Each Moodle Course Session has 1-2 “For You to Think about” Assignments. These assignments **DO NOT** need to be submitted for a grade. However, it is important for students to complete them because these assignments will help them with better understanding of the subject and becoming a better professional. As a rule, these assignments need to be completed together with another student of the course if possible.

Student Workload

It is assumed that for each out of 17 class sessions a student spends about 10,5 academic hours of work. This includes work with the materials loaded in Moodle (video lectures, required reading, home-works, etc) as well as team-work, reading additional literature on the topic, additional discussions with classmates on the topic, etc.

Please pay attention that 1 academic hour equals 45 minutes.

- Midterm covers topics from previous lectures (weeks 1-7/8). It includes multiple choice questions and cases (essays) and takes about 60 minutes.
- The final exam covers all course material and includes multiple choice questions and cases (essays). It lasts for about 60 minutes. Admission to the final exam is possible only if all the tasks of the curriculum are submitted.
- Quizzes are based on the material studied between the assignments.
- Personal project

Assignment Format

Imagine that you are an owner/CEO of a medium-size company. Think – what business market would you like your company to operate? What do you want your company to produce? What is the name of your company? Now – describe the Human Resource Management in your company.

- a. What is the recruitment/selection process in your company? What is it based on? What type of people do you hire? Do you cooperate with recruitment agencies?
- b. What is the training/development process in your company? What is it based on? What are the main goals of training and development in your company? How is the process organized? Whom do you train and develop? Does your company conduct trainings by itself or you hire a training agency?

- c. What is compensation-and-benefits approach in your company? What is it based on? What salary level is applied in your company? What benefits do employees get in your company?
- d. What is performance assessment method/s in your company? Are they motivational for employees? What types of performance assessment methods does your company use?
- e. You may add other areas of HRM studied in class, but your presentation must include the four areas mentioned above.

The Personal Project can be presented in two ways. It can be either recorded as a video and loaded to the designated location in the course page in Moodle. Alternatively, it can be written as a paper and loaded in the same location in Moodle. Choose what option is better for you and use this option.

Academic dishonesty

· Academic integrity is submitting one's own work and properly acknowledging the contributions of others. Forms of academic dishonesty include:

1. Plagiarism – submitting all or part of another's work as one's own in an academic exercise such as an examination, a computer program, or written assignment.
2. Cheating – using or attempting to use unauthorized materials on an examination or assignment, such as using unauthorized texts or notes or improperly obtaining (or attempting to obtain) copies of an examination or answers to an examination.
3. Facilitating Academic Dishonesty – helping another commit an act of dishonesty, such as substituting for an examination or completing an assignment for someone else.
4. Fabrication – altering or transmitting, without authorization, academic information or records.

Any violation of these rules constitutes academic dishonesty and is liable to result in a failing grade and disciplinary action. In case of any academic dishonesty a student is not allowed to continue or retake the assessment activity and for the Final Exam the unsatisfactory grade ("0") is assigned for the course total. Cases of the academic dishonesty are not considered by the Academic Council.

In case of missed Midterm or Final exam (for a valid reason like sickness or an emergency) a request to repeat the exam is possible. Permit to repeat a midterm or final exam is done through a letter to the dean's office with request and approval of subject lecturer.

Submission or retaking of any assessment activities after deadlines are forbidden.

Submission & Return Policy

Assignments must be submitted to the professor on or before the due date indicated in the Course Schedule. The assignments submitted after the due dates receive zero points.

Regular Weekly Meetings

During the course, regular weekly office hours meetings are scheduled for Friday, 5-6 pm (Kyiv time). Those students who have questions about the course material, assignments, etc are welcome to join the meetings. Information on joining the meetings is the following:

Join Zoom Meeting (every Friday, 5 pm-6 pm Kyiv time during the HRM course)

<https://uacu-edu-ua.zoom.us/j/81547589486?pwd=RmpQUGFpWDdyYVo2dmw0bExreUFXZz09>
 Meeting ID: 815 4758 9486
 Passcode: 096988

Schedule

<i>Classes</i>	<i>Research Projects</i>	<i>Assignments Due</i>	<i>Points (for each assessment activity)</i>
Topic 1	Topic Introduction to the Class	Review Lecture. Textbook Reading: Ch 1. Complete other assigned tasks as explained in Moodle.	—
Topic 2	Topic Introduction to HRM field. International HRM	Review Lecture. Textbook reading: Ch 3, Ch 14. Complete other assigned tasks as explained in Moodle.	
Topic 3	Topic Talent Acquisition/Recruitment. Talent Acquisition in the Global World.	Review Lecture. Textbook Reading: Ch 4. Complete other assigned tasks as explained in Moodle.	—
Topic 4	Topic Candidate Selection	Review Lecture. Textbook Reading: Ch 5. Complete other assigned tasks as explained in Moodle.	—
Topic 5	Topic Compensation and Benefits	Review Lecture. Textbook Reading: Ch 6. Complete other assigned tasks as explained in Moodle.	
Topic 6	Topic Training and Development. Talent Development. Talent Development in International and Global Companies.	Review Lecture. Textbook Reading: Ch 8. Complete other assigned tasks as explained in Moodle.	Quiz 1 (10 points) The Quiz covers Classes 2-5
Topic 7	Topic Strategy and Planning	Review Lecture. Textbook Reading: Ch 2. Complete other assigned tasks as explained in Moodle.	
Topic 8	Midterm Exam (20% of the total grade) Feb 27 (10 am) – Feb 28 (8 pm)		20 points
Topic 9	Topic Employee Surveys.	Review Lecture. Complete other assigned tasks as explained in Moodle.	—
Topic 10	Topic Employee Retention.	Review Lecture Textbook Reading: Ch 7.	

	Employee Retention in Global Companies.	Complete other assigned tasks as explained in Moodle.	
Topic 11	Topic Change Management	Review Lecture. Complete other assigned tasks as explained in Moodle.	
Topic 12	Topic Performance Management	Review Lecture. Textbook Reading Ch 10. Complete other assigned tasks as explained in Moodle.	Quiz 2 (10points) The Quiz covers material of the Topics 9-11
Topic 13	Topic Performance Assessment	Review Lecture. Textbook Reading Ch 11. Complete other assigned tasks as explained in Moodle.	
Topic 14	Topic Employee Motivation	Review Lecture. Complete other assigned tasks as explained in Moodle.	
Topic 15	Topic HR Organization. Different Generations at Work	Review Lecture. Complete other assigned tasks as explained in Moodle.	
Topic 16	Topic Review for the Final Exam.	Solve assigned case-studies.	Individual Project is due (20 points)
Topic 17	Final Exam (40%) March 30 (10 am) – March 31 (8 pm)		40 points

Recommended Materials

- Human Resource Management (2016). University of Minnesota Publishing. Open Textbook Library.
<http://open.lib.umn.edu/humanresourcemanagement/>
- Robeyns, I. (2017). Wellbeing, Freedom and Social Justice: The Capability Approach Re-Examined. Open textbook Library:
<https://open.umn.edu/opentextbooks/textbooks/wellbeing-freedom-and-social-justice-the-capability-approach-re-examined>
- Thomas, D., Lazarova, M. (2014). Essentials of International Human Resource Management. Managing People Globally. SAGE Publication, Thousand Oaks, CA.
- Cooper, C., Lu, L. (2019). Excessive availability for work: Good or Bad? Human Resource Management Review, 29 (4).
- O'Neill, T., Salas, E. (2018). Creating High Performance Teams in Organizations, Human resource Management Review, 28 (4), 325-331.
- Choudhury, R. (2020). Why Work-From-Anywhere is Here to Stay. HBR, October, 2020
- Aragon, J., Miller, M. (2012). Global Women's Issues: Women in the World Today (2012). Open Textbook Library.
<https://open.umn.edu/opentextbooks/textbooks/global-women-s-issues-women-in-the-world-today-extended-version>

8. Case-studies *Re-Work*: <https://rework.withgoogle.com/case-studies/>

** The above schedule and procedures are subject to change in the event of extenuating circumstances.*

Протокол засідання кафедр № 1 від 24.01.2023 року

Проректор з навчально-методичної
роботи



Л.І.Кондратенко

Завідувач кафедри



Г.А.Бевзо

Викладач



О.О.Верхогляд

