

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS

NEW COURSE PROPOSAL

PROGRAM AREA BUSINESS & ECONOMICS

1. Catalog Description of the Course. *[Include the course prefix, number, full title, and units. Provide a course narrative including prerequisites and co requisites. If any of the following apply, include in the description: Repeatability (May be repeated to a maximum of ___ units); time distribution (Lecture ___ hours, laboratory ___ hours); non-traditional grading system (Graded CR/NC, ABC/NC). Follow accepted catalog format.]*

MGT 421. Human Resource Management (3 units)

Three hours per week.

Prerequisite: MGT 307

Examines principles, methods and procedures in the management of human resources. Topics include developing planning objectives for HR management, legal compliance, job analysis, recruiting, selection, training, compensation and employee relations.

2. Mode of Instruction.

	Units	Hours per Unit	Benchmark Enrollment
Lecture	3	1	15
Seminar	_____	_____	_____
Laboratory	_____	_____	_____
Activity	_____	_____	_____

3. Justification and Learning Objectives for the Course. (Indicate whether required or elective, and whether it meets University Writing, and/or Language requirements) *[Use as much space as necessary]*

This is an elective course in the BS in Business Program and a required course for the Certificate in Program Management for Public Organizations. An understanding of the role of the human resource management in the general business environment and within the government acquisition environment is essential for managers in private and public organizations. The course will use cases and in-class exercises to illustrate human resource management topics. The course will address managerial, legal, ethical and operational aspects of human resource management. This course strives to provide all employees, including civilian employees in public organizations with the knowledge, skills, and abilities to manage other workers effectively.

Learning Objectives:

Students who successfully complete this course will be able to:

- describe the fundamentals of human resource management within private and public organizations
- write analyses of complex cases related to human resource management principles
- formulate and execute human resource management policies, strategies, plans and procedures
- identify, conceptualize, and develop solutions for successful human resource management

4. Is this a General Education Course YES NO

If Yes, indicate GE category:

A (English Language, Communication, Critical Thinking)	
B (Life Sciences)	
C (Fine Arts, Literature, Languages & Cultures)	
D (Social Perspectives)	
E (Human Psychological and Physiological Perspectives)	

5. Course Content in Outline Form. *[Be as brief as possible, but use as much space as necessary]*

1. The Human Resource Process
2. Human Resource Planning
3. Assessment of Needs
4. Recruiting
5. Selection
6. Training
7. Skills Evaluation
8. Ethical, Legal Issues
9. Worker Orientation
10. Performance Reviews
11. Discipline/Termination
12. Compensation and Benefits
13. Career Development
14. Private vs. Public Human Resource Management
15. Emerging Issues: Diversity, Harassment, Life Balance

6. References. *[Provide 3 - 5 references on which this course is based and/or support it.]*

1. Gordon, J.R., 1986, *Human Resource Management: A Practical Approach*, Boston: Allyn & Bacon.
2. Dipboye, R.L., 1992, *Selection Interviews: Process Perspectives*, Cincinnati: South-Western Publishing.
3. Henderson, R.I., 1994, *Compensation Management*, Upper Saddle River, NJ: Prentice Hall.
4. Arthur, M.B. and D.M. Rousseau, 1996, *The Boundaryless Career: A New Employment Principle for a New Organizational Era*, New York: Oxford University Press.

7. List Faculty Qualified to Teach This Course.

William P. Cordeiro
Other Business & Economics faculty

8. Frequency.

a. Projected semesters to be offered: Fall 1 Spring 1 Summer

9. New Resources Required.

- a. Computer (data processing), audiovisual, broadcasting needs, other equipment
- b. Library needs
- c. Facility/space needs

10. Consultation.

Attach consultation sheet from all program areas, Library, and others (if necessary)

11. If this new course will alter any degree, credential, certificate, or minor in your program, attach a program modification.

Proposer of Course

Date

**California State University Channel Islands
New Course Proposal Consultation Sheet**

1. Course prefix, number, title, and units: MGT 421 Human Resource Management (3 units)

2. Program Area: Business & Economics

Recommend Approval

Program Area/Unit	Program/Unit Coordinator	YES	NO (attach objections)	Date
Art				
Business & Economics				
Education				
ESRM				
Humanities				
Liberal Studies				
Mathematics & CS				
Sciences				
Library				
Information Technology				