

Subject Description Form

Subject Code	MM3111
Subject Title	Human Resource Management
Credit Value	3
Level	3
Normal Duration	1-semester
Pre-requisite/ Co-requisite/ Exclusion	Pre-requisite: Management and Organisation (MM2021) or equivalent
Role and Purposes	This subject contributes to the achievement of the BBA (Hons) Programme Outcomes by enabling students with an understanding of human resource management within organizations and to apply such concepts to analyze and solve problems in business situations (BBA Outcome 9). The role and purpose focus on the key theories and practices of HRM and provides the students with skills in managing human resources effectively (BBA Outcome 3). At the end of the course, students should understand how HRM functions, for examples, recruitment and selection, training and development, performance management, compensation and industry relations, are organized and managed with the relevant embedded ethical issues (BBA Outcome 4).
Subject Learning Outcomes	Upon completion of the subject, students will be able to: <ul style="list-style-type: none"> a. explain the basic knowledge of HRM functions in organizations (BBA Outcome 9); b. demonstrate an understanding of the skills involved in the management of human resources and appreciate typical everyday problems confronting human resource managers (BBA Outcome 3); c. understand the operational aspects of HRM including recruitment and selection, training and development, payment systems and performance management and industrial relations (BBA Outcome 9); d. to analyse, apply and reflect on HRM functions and relevant activities in relation to ethics in the work place (BBA Outcome 4); e. enhance their critical thinking, theorising and synthesising abilities and apply them to problem-solving in the field of managing people and organizations (BBA Outcome 3).
Subject Synopsis/ Indicative Syllabus	<p>Human Resources Planning</p> <p>The processes of HR planning and how they link to corporate goals and strategies. The contribution of human resource information systems.</p> <p>Recruitment and Selection</p> <p>Compare and contrast alternative approaches and techniques of recruitment, selection and assessment. The importance of ethics and equal opportunities in recruitment and selection.</p> <p>Employee Development and Performance Appraisal</p> <p>The key decisions and choices influencing organizations' investment in training, development and career management. The purposes of alternative approaches to and the problems of performance management.</p>

	<p>Pay and Benefits</p> <p>The significance of reward strategy, its purpose and the range of systems by which it can be implemented. The impact of social, economic, political and cultural context on HRM compensation and benefits. The importance of ethics in HRM practices.</p> <p>Employee Relations</p> <p>The nature and implications of the rising importance to employee relations, e.g. the role of trade union, how to improve the communication, health and safety.</p>																																																														
<p>Teaching/Learning Methodology</p>	<p>The three-hour weekly lecture aims to impart HRM functions and practices. The key to understanding HRM lies within its social, economic, political and cultural context and the lectures will aim to make links between context, activities and theory. Through the lectures, students will learn how to apply, critically review and synthesis the relevant theories and concepts via case studies, group discussions, group presentations, exercises and simulation games. Students will be assessed by means of project presentation, essay writing and examination.</p>																																																														
<p>Assessment Methods in Alignment with Intended Learning Outcomes</p>	<table border="1" data-bbox="424 786 1458 1234"> <thead> <tr> <th rowspan="2">Specific assessment methods/tasks</th> <th rowspan="2">% weighting</th> <th colspan="6">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th>a</th> <th>b</th> <th>c</th> <th>d</th> <th>e</th> <th></th> </tr> </thead> <tbody> <tr> <td>Continuous Assessment</td> <td>50%</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>1. Individual Assignment</td> <td>20%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> </tr> <tr> <td>2. Group Presentation</td> <td>20%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> </tr> <tr> <td>3. Class Participation</td> <td>10%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> </tr> <tr> <td>Examination</td> <td>50%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> </tr> <tr> <td>Total</td> <td>100%</td> <td colspan="6"></td> </tr> </tbody> </table> <p><i>*Weighting of assessment methods/tasks in continuous assessment may be different, subject to each subject lecturer.</i></p> <p>To pass this subject, students are required to obtain Grade D or above in BOTH the Continuous Assessment and Examination components.</p> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes: the various methods are designed to ensure that all students taking this subject –</p> <ol style="list-style-type: none"> 1. To engage in a case-study group project to apply theories to practice. 2. To write an individual assignment that explores a certain topic/area of HRM in greater depth. 3. To take a closed-book exam to demonstrate conceptual and analytical skills by presenting arguments for and/or against certain topics based on theories, and if and when appropriate, taking circumstantial practicalities into consideration. <p>Feedback is given to students immediately following the presentations and all students are invited to join this discussion.</p>	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)						a	b	c	d	e		Continuous Assessment	50%							1. Individual Assignment	20%	✓	✓	✓	✓	✓		2. Group Presentation	20%	✓	✓	✓	✓	✓		3. Class Participation	10%	✓	✓	✓	✓	✓		Examination	50%	✓	✓	✓	✓	✓		Total	100%						
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Student Study Effort Expected	Class contact:	
	▪ Lecture	26 Hrs.
	▪ Seminars	13 Hrs.
	Other student study effort:	
	▪ Preparation for discussion	39Hrs.
	▪ Preparation for project/ assignments	39Hrs.
	Total student study effort	117Hrs.
Reading List and References	<p>Recommended Textbooks Dessler, G. (2015), <i>Human Resource Management</i>, 14th ed, Prentice Hall.</p> <p>Useful References Bannister, Chan and Mak (2002), <i>Managing Human Resources in Hong Kong</i>, 3rd ed., Sweet & Maxwell Asia. Gomez-Mejia, Balkin & Cardy (2007), <i>Managing Human Resources</i>, 5th ed., Prentice Hall. Ivancevich, (2010), <i>Human Resource Management</i>, 11th ed., McGraw-Hill Irwin. Noe, Hollenbeck, Gerhart, Wright, (2007), <i>Human Resource Management: Gaining a competitive Advantage</i>, 5th ed., Irwin McGraw-Hill. Redman, T. & Wilkinson, A. (2009), <i>Contemporary Human Resource Management: Text and Cases</i>, 3rd ed, Prentice Hall. Mondy (2010), <i>Human Resources Management</i>, 11th ed., Prentice Hall. Snell, S., & Bohlander, G. (2009). <i>Principles of Human Resource management</i>. 15th ed., Thomson South-Western. Francesco, A. M. & Gold, B. A. (2005), <i>International Organizational Behavior</i> (7th ed.), Upper Saddle River, NJ: Pearson Education. Hong Kong Labor Department: http://www.info.gov.hk/labour/content.htm Hong Kong Labor Legislation: http://www.info.gov.hk/labour/legislat/index.htm Equal Opportunity Commission: www.eoc.org.hk Occupation Safety and Health Council www.oshc.org.hk Hong Kong Institute of Human Resources Management (IHRM) www.hkihrm.org</p> <p>Indicative Readings Academic associations Academy of Management (<i>website</i>: http://aom.org/) Society of Industrial/Organizational Psychology (<i>website</i>: http://www.siop.org/) Society for Human Resource Management (<i>website</i>: https://www.shrm.org/)</p> <p>Academia Journals Academy of Management Journal Journal of Management Academy of Management Review Journal of Organizational Behavior Administrative Science Quarterly Organizational dynamics</p>	

Journal of Applied Psychology	Human Resource Management
Personnel Psychology	Journal of Vocational Behavior
Organizational Behavior & Human Decision Process	Human Relations
Human Resource Management Review	Journal of Business Research
Practitioner Journals	
Harvard Business Review	Academy of Management Executive
California Management Review	MIT Sloan Management Review
HR Magazine	Training
Organization Dynamics	Training and Development
Workforce Management	Training and Development Journal
Human Resource Executive	Public Personnel Management
Workforce	Business Horizons
Personnel Journal	Compensation and Benefits Review
Wall Street Journal	Forbes
Business Week	Fortune