



## Course Syllabus

<b>Course Code</b>	<b>Course Title</b>	<b>ECTS Credits</b>
MBAN-610	Organizations & Human Resource Management	6
<b>Prerequisites</b>	<b>Department</b>	<b>Semester</b>
None	School of Business	Fall, Spring
<b>Type of Course</b>	<b>Field</b>	<b>Language of Instruction</b>
Compulsory	HR Management	English
<b>Level of Course</b>	<b>Lecturer(s)</b>	<b>Year of Study</b>
2 <sup>nd</sup> Cycle	Prof. Maria P. Michailidis	1 <sup>st</sup> or 2 <sup>nd</sup>
<b>Mode of Delivery</b>	<b>Work Placement</b>	<b>Corequisites</b>
Face to Face	N/A	None

### Course Objectives:

The main objectives of the course are to:

- Demonstrate an overview of concepts on managing issues related to HUMAN RESOURCES within an organization
- Discuss the importance of ways of improving the organization's market place position from a HUMAN RESOURCES perspective
- Analyze the importance of measuring of the effectiveness of HUMAN RESOURCES
- Discuss the importance of critical thinking and problem solving in HUMAN RESOURCES issues
- Analyze the importance of creativity and Innovation in HUMAN RESOURCES
- Discuss the importance of best change tactics in HUMAN RESOURCES to prepare for the future

### Learning Outcomes:

After completion of the course students are expected to be able to:

1. Perform an effective job analysis, construct a job description, a job specification and develop effective job design procedures.
2. Create strategic recruitment and effective selection policies and practices.

3. Execute a training needs analysis, develop and implement effective training programs.
4. Evaluate jobs to determine salary/wage scales, develop and implement effective performance criteria to perform appraisals.
5. Evaluate the legal environment, its impact on the workplace, implement effective disciplinary procedures and manage employer/employee negotiations.
6. Analyze workplace health and safety risks and develop effective practices for better employee performance.

**“Details on the contribution of the course’s learning outcomes towards the learning goals / competencies and learning objectives of the programme are included in the curriculum map of each programme”.**

### **Course Content:**

1. HUMAN RESOURCES Challenges: themes, concepts and issues, and the human resource challenges facing organizations today.
2. The Legal Environment: the legislative ‘minefield’ impacting the effective management of people in the workplace.
3. Planning: how to ensure that the right people are in the right place at the right time.
4. Recruitment and Selection: effective strategies and policies for finding; placing and retaining people.
5. Design of Work: designing jobs to ensure that people are provided with a safe and performance-enhancing environment.
6. Training and Development: performing a needs analysis and designing effective training and development policies and practices.
7. Managing and Improving Performance: effective feedback and performance evaluation processes and procedures which will improve individual and organizational performance.
8. Compensation and Incentives: designing and implementing reward structures which motivate people for optimum performance.
9. Employee Relations: designing and implementing systems and structures to facilitate the relationships that contribute to effective organizational performance.
10. Health and Safety: ensuring that the workplace provides a safe environment for its workforce.
11. International HUMAN RESOURCES: Analyse the International/ Global HUMAN RESOURCES practices

### **Learning Activities and Teaching Methods:**

1. Faculty Lectures
2. Guest-Lectures Seminars
3. Directed and Background Reading
4. Case Study Analysis
5. Academic Paper Discussion
6. Simulations
7. Student-led Presentations

**Assessment Methods:**

Project, Presentations Final Exam
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**Required Textbooks / Readings:**

Title	Author(s)	Publisher	Year	ISBN
Human Resource Management	Dessler, G.	Pearson Prentice-Hall	2019, 16 <sup>th</sup> ed.	13:978-1292309125

**Recommended Textbooks / Readings:**

From:

- The Journal of Human Resource Management
- Global Journal of Human Resource Management
- Society for Human Resource Management