UNIVERSITY of NICOSIA

Course Syllabus

Course Code	Course Title	ECTS Credits
MBAN-609	Organizations & Human Resource Management	7.5
Prerequisites	**Department**	**Semester**
None	School of Business	Fall, Spring
Type of Course	**Field**	**Language of Instruction**
Required	Management & MIS	English
Level of Course	**Lecturer(s)**	**Year of Study**
2nd Cycle	Prof. Maria P. Michailidis	1st or 2nd
Mode of Delivery	**Work Placement**	**Corequisites**
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 an 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. Create strategic recruitment/selection policies and practices
2. Perform an effective job analysis
3. Construct a job description
4. Construct a job specification
5. Develop effective job design processes and procedures
6. Organize, implement and perform effective selection interviews

7. Execute a training needs analysis
8. Develop and implement effective training programmes
9. Evaluate jobs to determine salary/wage scales
10. Develop and implement effective performance criteria to perform appraisals
11. Develop and implement effective disciplinary processes and procedures
12. Utilize employee associations for better business results
13. Manage employer/employee negotiations to avoid conflict situations in the workplace
14. Analyse health and safety issues in the workplace for better employee performance
15. Evaluate the legal environment and its impact on the workplace.

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

Required Textbooks / Readings:

Title	Author(s)	Publisher	Year	ISBN
Human Resource Management	Dessler, G.	Prentice-Hall	2016, 15th ed.	978-0134235455

Recommended Textbooks / Readings:

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