



DEPARTMENT OF MANAGEMENT, ENTREPRENEURSHIP, AND TECHNOLOGY
MGT 475, Section 1001, Seminar in Human Resource Management
Fall 2016

Prerequisites: MGT 367 (Human Resource Management); admission to a business major and junior standing or higher.

Class meetings: Monday & Wednesday, 11:30 am – 12:45 pm (BEH 108)

Instructor: Kirk Silvernail, Ph.D.
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Office hours: Monday & Wednesday 9:00 am – 11:00 am or by appointment

Teaching Assistant: David Lin
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***Please put the class number (MGT 475) in the subject line when sending either of us an email!

A note about contacting me: Most days I check my email several times between 9:00am and 5:00pm and therefore can usually respond to any questions within 24 hours. While I am occasionally on later/earlier, please do not rely on this! Plan ahead if you need to contact me.

Course Description: *This is a seminar course in human resource management (HRM) with an emphasis on current topics and issues in HRM. Upon completion of this course students will have a deep understanding of how employee policies and human resources (HR) impact the employment relationship from both the employee and employer perspective. This course will also demonstrate the overlap between HRM and many other business functions.*

Learning Outcomes: Specific objectives include an understanding of issues facing the HR field in today's business landscape. Students will also learn how to analyze problems that organizations face and use those analyses to propose viable solutions. Finally, to the extent possible, this class will be student run meaning further learning outcomes will emerge throughout the semester.

Required Materials: Taking Sides: Clashing Views in Human Resource Management (2nd Edition) by Rao, P. Published by McGraw Hill. ISBN# 978-0073527369

Cases purchased through Harvard Business School Publishing. Instructions will be provided at a later date.

This syllabus is subject to change.

Other materials as assigned by the instructor.

Optional Materials: Human Resource Management, v. 2.0 by Lisa Portolese. It is from Flat World Knowledge. eISBN# 978-1-4533-7038-4. This text is available in a variety of formats and can be accessed by going to flatworldknowledge.com or through the following link:

<http://students.flatworldknowledge.com/course/2529547>

Course Website: We are using WebCampus for this class. If you have questions about the class schedule, etc. please check here first. I will also post lecture slides, assignment instructions and additional readings when necessary.

Attendance: To get the full value of this course it is highly recommended that students arrive on time and attend all classes. This class relies **heavily** on student and group participation. Make-ups on any discussion or assignment that is missed will only be offered under **very rare** circumstances. Such decisions will be made on a case-by-case basis and will be at the instructor's discretion. Finally, I ask that you refrain from using your cell phone during class time.

Assignments: Team Case Presentation (200 Points)
At the beginning of the semester, I will assign you teams consisting of six members. Each team will be required to conduct one case analysis that includes a presentation and written report. Additionally, each team will be required to be the Q&A leader for one other team's presentation. I will provide more specific instructions on this next week.

Team Debate (200 Points)

Beginning sometime around the middle of the semester, we will begin to have debates using the issues highlighted in the *Taking Sides* text. For this, you will be on a team consisting of six people and will present one side of a debate. I will provide more specific instructions on this as we move through the semester.

Reflection Papers (200 Points)

You will be required to write two short papers each of which will be worth 100 points. One of these will be a reflection on the case analysis of another team the other will be on a debate. I will provide more specific instructions on this next week.

Final Paper (200 Points)

There will be a final paper in which you reflect on an HR topic of your choice. I will provide more specific instructions on this as we move through the semester.

Participation/Attendance (200 Points)

As stated above, class attendance is expected. However, simply attending all classes will not result in full participation points. In order to earn full participation points students must both attend class and provide **meaningful** contributions to

class discussions. There will be additional assignments other than those discussed above that will count towards your participation grade.

Assessment: Below is the scoring guideline, the weighting of the components of the course grade, and the equivalencies of course total points to letter grades.

Case Presentation	200 points
Debate	200 points
Reflection Papers	200 points (2 @ 100 pts each)
Final Paper	200 points
Participation/Attendance	200 points
TOTAL	1000 Points Possible

Your grade for this class will be based on 1000 total possible points. The grade breakdown is as follows: A \geq 930, A- = 900 – 929, B+ = 870 – 899, B = 830 – 869, B- = 800 – 829, C+ = 770 – 799, C = 700 – 769, D = 600 – 699, F \leq 599.

Course Performance: If you are having any problems with this class, PLEASE come and talk to either the TA or myself early on. If you let problems spiral out of control, it will be much more difficult for you to rectify the situation later.

University Policies:

Academic Misconduct—Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV's function as an educational institution. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the *Student Academic Misconduct Policy* (approved December 9, 2005) located at: <https://www.unlv.edu/studentconduct/student-conduct>.

Copyright—The University requires all members of the University Community to familiarize themselves with and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: <http://www.unlv.edu/provost/copyright>.

Disability Resource Center (DRC)—The UNLV Disability Resource Center (SSC-A 143, <http://drc.unlv.edu/>, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Religious Holidays Policy—Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor within the first 14 calendar days of the course for fall and spring courses (excepting modular courses), or within the first 7 calendar days of the course for summer and modular courses, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: <http://catalog.unlv.edu/content.php?catoid=6&navoid=531>.

Transparency in Learning and Teaching—The University encourages application of the transparency method of constructing assignments for student success. Please see these two links for further information:
<https://www.unlv.edu/provost/teachingandlearning>
<https://www.unlv.edu/provost/transparency>

Incomplete Grades—The grade of I—Incomplete—can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student's control, and acceptable to the instructor, cannot complete the last part of the

course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

Tutoring and Coaching—The Academic Success Center (ASC) provides tutoring, academic success coaching and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, visit <http://www.unlv.edu/asc> or call 702-895-3177. The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of the SSC (ASC Coaching Spot). Drop-in tutoring is located on the second floor of the Lied Library and College of Engineering TEB second floor.

UNLV Writing Center—One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student’s Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: <http://writingcenter.unlv.edu/>.

Rebelmail—By policy, faculty and staff should e-mail students’ Rebelmail accounts only. Rebelmail is UNLV’s official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students’ e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. Emailing within WebCampus is acceptable.

Final Examinations—The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule. See the schedule at: <http://www.unlv.edu/registrar/calendars>.