

THE EDUCATION UNIVERSITY OF HONG KONG

Course Outline

Part I

Programme Title	: Bachelor of Social Sciences (Honours) in Policy Science and Management
Programme QF Level	: 5
Course Title	: Human Resource Management
Course Code	: PUA1003
Department	: Asian and Policy Studies
Credit Points	: 3
Contact Hours	: 39
Pre-requisite(s)	: Nil
Medium of Instruction	: EMI
Course Level	: 1

Part II

The University's Graduate Attributes and seven Generic Intended Learning Outcomes (GILOs) represent the attributes of ideal EdUHK graduates and their expected qualities respectively. Learning outcomes work coherently at the University (GILOs), programme (Programme Intended Learning Outcomes) and course (Course Intended Learning Outcomes) levels to achieve the goal of nurturing students with important graduate attributes.

In gist, the Graduate Attributes for Undergraduate, Taught Postgraduate and Research Postgraduate students consist of the following three domains (i.e. in short "PEER & I"):

- Professional Excellence;
- Ethical Responsibility; &
- Innovation.

The descriptors under these three domains are different for the three groups of students in order to reflect the respective level of Graduate Attributes.

The seven GILOs are:

1. Problem Solving Skills
2. Critical Thinking Skills
3. Creative Thinking Skills
- 4a. Oral Communication Skills
- 4b. Written Communication Skills
5. Social Interaction Skills
6. Ethical Decision Making
7. Global Perspectives

1. Course Synopsis

This course aims to critically engage students with contemporary issues and developments in human resource management (HRM). Adopting a diverse multi-disciplinary, cross-cultural and comparative approach the course will require students to (a) discover, analyze and contribute to providing creative solutions for specific HRM issues and enable applicants to examine the key concepts, core issues, principles and processes in HRM; (b) discover the principles and theories of HRM particularly in the public sector; and (c) apply concepts and theories to analyze HRM issues and the challenges facing the public sector today. The course expects to discuss the HRM practices in a number of Asian countries in order to demonstrate an understanding of how public sector reforms have impacted the principles and processes of HR issues.

2. Course Intended Learning Outcomes (CILOs)

Upon completion of this course, students will be able to:

- CILO₁ Explain the nature, principles, theory and characteristics of managing human resources;
- CILO₂ Examine the policies and theories of HRM to the public sector;
- CILO₃ Critically analyze the development of HRM in the public sector;
- CILO₄ Compare and contrast the public sector HRM in different geographical settings in Hong Kong, Greater China and Asia; and
- CILO₅ Communicate critically the findings and analysis of the group research project both orally and in writing.

3. Content, CILOs and Teaching & Learning Activities

Course Content	CILOs	Suggested Teaching & Learning Activities
Human Resource Management: principles, theories and practice.	CILO ₁₋₅	<ul style="list-style-type: none">• Readings: Students are expected to read the lecture notes and key references before or after each lecture.
Theories and issues related to learning and HRD.	CILO ₁₋₄	<ul style="list-style-type: none">• Lectures: Critical discussion of the frameworks, concepts, practices and synthesis of key references.
Functions of Human Resource Management.	CILO _{1,2,4,5}	<ul style="list-style-type: none">• Group Presentation: Analyse and debate on key issues and concerns in the field of human resource management and generate new ideas on selected topics in which they will conduct research and analysis.
Role of the leader, intellectual capital, and conflict resolution in Human Resource Management.	CILO ₁₋₅	<ul style="list-style-type: none">• Group Essay: Extend and develop the theme of the group's oral presentation.

4. Assessment

Assessment Tasks	Weighting (%)	CILO
<p>(a) Class Discussion/Participation: Students are required to attend at least 80% of the class as required by the University in order to get a pass in this course. Students are expected to read relevant readings before s/he attends the tutorials and must participate actively in the discussion. The case study presentation, role play and management games will also be assessed.</p>	30%	CILO ₁₋₅
<p>(b) Group Presentation and Group Essay: Students will work as a member of a small group/team to develop answers/perspectives on assigned projects imbued with sufficient flexibility to facilitate creative student adaptation; locate relevant information; evaluate, organize and synthesize materials; present ideas to the class in a clear, concise and stimulating way; engage with classmates in answering questions and discussing presentation topics. Students have to compose a group essay approximately 3,000-word based on their group presentation. This assignment aims to appraise the student's analytic and interpretive ability to apply relevant theories, concepts, and skills to the issue of human resource management.</p>	50%	CILO ₁₋₅
<p>(c) In-class Quiz: Students will take a short quiz at the end of the semester. This aims to appraise the student's understanding and actual transfer of learning. The quiz will contain multiple choices questions and open-ended questions.</p>	20%	CILO ₁₋₅

5. Required Text(s)

- Ban, Carolyn and Riccucci Norma M. (2006). (eds) *Public personnel management: Current concerns, culture challenges*. New York: Longman.
- Noe, R.A., Hollenbeck, J. R., Gerhart, B. & Wright, P. M. (2014). *Human resource management: Gaining a competitive advantage*. (9th ed.). Boston, MA: McGraw-Hill/Irwin.

6. Recommended Readings

- Burns, J. P. (2004). *Government capacity and the Hong Kong civil service*. China: Oxford University Press.
- Chan, A., Mak, W-M., & Bannister, B. (2002). *Managing human resources in Hong Kong*. Hong Kong: Thompson.
- Condrey, S. E., & Perry, J. L. (Eds.). *Handbook of human resource management in government*. San Francisco, CA: Jossey-Bass.
- Dessler, G. (2014). *Human resource management*. (14th ed.). NJ: Prentice Hall.
- Dessler, G., & Tan, C. H. (2009). *Human resource management: An Asian perspective* (2nd ed.). Australia: Pearson.

- Dresang, D. *Public personnel management and public policy*. (3rd ed.). N. Y.: Longman.
- Hays, S. W., & Kearney, R. C. (Eds.). *Public personnel administration: Problems and prospects* (New Jersey: Prentice Hall, 2003).
- Klingner, D., Nalbandian, J., & Llorens, J. J. (2010). *Public personnel management: Contexts and strategies*. (6th ed.). New Jersey: Prentice-Hall.
- Noe, R. A. (2009). *Employee training and development*. (5th ed.). Boston, MA: McGraw-Hill/Irwin.
- Starling, G. (2008). *Managing the public sector* (8th ed.). Belmont, CA: Thomson Wadsworth.
- Stone, R. J. (2008). *Managing human resources: An Asian perspective*. Wiley Publication.
- Tessema, M. T., Soeters, J. L., & Ngoma, A. (2009). Decentralization of HR functions: Lessons from the Singapore civil service. *Review of Public Personnel Administration*, 29(2), 168-188.
- William P. A., Kacmar, K. M., & Perrewé P. L. (2002). *Human resource management: A strategic approach*. Fort Worth: Harcourt College Publishers.

7. Related Web Resources

- Civil Service Bureau, HKSAR government: Civil Service Reform: <http://www.csb.gov.hk/english/csr/9.html>
- Civil Service College Singapore: <https://www.cscollege.gov.sg>
- CSB guide on motivation: <http://www.csb.gov.hk/hkgcsb/hrm/e-motivation/e-motivation-index.htm>
- CSB guide on staff relations: http://www.csb.gov.hk/english/publication/files/sr_guide_e.pdf
- Efficiency Unit, HKSAR Government: <http://www.eu.gov.hk/eindex.html>
- Institute of HRM: http://www.hkihrm.org/ihrm_eng/index.asp
- Society for Human Resource Management: <http://www.shrm.org>

8. Related Journals

- Asia Pacific Journal of Human Resources*
- Human Resource Development Quarterly*
- Human Resource Development Review*
- International Journal of Human Resource Management*
- International Journal of Training and Development*
- Journal of Management*
- Journal of Management Development*
- Management Development Review*
- Review of Public Personnel Administration*
- Training and Development*

9. Academic Honesty

The University adopts a zero tolerance policy to plagiarism. For the University's policy on plagiarism, please refer to the *Policy on Academic Honesty, Responsibility and Integrity with Specific Reference to the Avoidance of Plagiarism by Students* (<https://www.eduhk.hk/re/modules/downloads/visit.php?cid=9&lid=89>). Students should familiarize themselves with the Policy.

10. Others

Nil.