



MGT702 HUMAN RESOURCE MANAGEMENT T318 - Brief

All information contained within this Subject Outline applies to all students enrolled in the trimester as indicated.

1. General Information

1.1 Administrative Details

| Associated HE Award(s) | Duration | Level | Subject Coordinator |
|--|-------------|--------------|--|
| Graduate Certificate in Business Graduate Diploma of Business Master of Accounting Master of Professional Accounting Graduate Diploma of TESOL Master of Arts (TESOL) | 1 trimester | Postgraduate | Dr Gazi Hossain gazi.hossain@koi.edu.au P: 92833583 (Ext.156) L: Level 1, 545 Kent St. Consultation: via Moodle or by appointment |

1.2 Core / Elective

This is an elective subject for all the above courses.

1.3 Subject Weighting:

Indicated below is the weighting of this subject and the total course points.

| Subject Credit Points | Total Course Credit Points |
|-----------------------|-------------------------------------|
| 4 | GCBus 16; GDBus 32; MAcc 48; MPA 64 |

1.4 Student Workload

Indicated below is the expected student workload per week for this subject:

| No. Timetabled Hours/Week* | No. Personal Study Hours/Week** | Total Workload Hours/Week*** |
|--|---------------------------------|------------------------------|
| 4 hours/week (2 hour Lecture + 2 hour Tutorial) | 6 hours/week | 10 hours/week |

* Total time spent per week at lectures and tutorials

** Total time students are expected to spend per week in studying, completing assignments, etc.

*** Combination of timetable hours and personal study.

1.4 Mode of Delivery On-campus

1.5 Pre-requisites Nil

1.7 General Study and Resource Requirements

- Students are expected to attend classes with the required textbook and to read specific chapters prior to the tutorials. Students should read this material before coming to class to improve their ability to participate in the weekly activities.
- Students will require access to the internet and their KOI email and should have basic skills in word processing software such as MS Word, spreadsheet software such as MS Excel and visual presentation software such as MS PowerPoint.
- Computers and WIFI facilities are extensively available for student use throughout KOI. Students are encouraged to make use of the campus Library for reference materials.

Resource requirements specific to this subject: There are no specific resources required for this subject.

2. Academic Details









2.1 Overview of the Subject

The subject explores the role of human resource management (HRM) in the management of organisations and its contributions to their success. Human resource (HR) processes and practices and real cases are studied in a variety of contexts and from the viewpoint of employees and managers in a range of roles.

2.2 Graduate Attributes for Postgraduate Courses

Graduates of Postgraduate courses from King's Own Institute will gain the graduate attributes expected from successful completion of a Master's degree under the Australian Qualifications Framework (2nd edition, January 2013). Graduates at this level will be able to apply an advanced body of knowledge in a range of contexts for professional practice or scholarship and as a pathway for further learning.

King's Own Institute's key generic graduate attributes for a master's level degree are summarised below:




| | KOI Master's Degree Graduate Attributes | Detailed Description |
|---|---|--|
|  | Knowledge | Current, comprehensive and coherent knowledge, including recent developments and applied research methods |
|  | Critical Thinking | Critical thinking skills to identify and analyse current theories and developments and emerging trends in professional practice |
|  | Communication | Communication and technical skills to analyse and theorise, contribute to professional practice or scholarship and present ideas to a variety of audiences. |
|  | Research and Information Literacy | Cognitive and technical skills to access and evaluate information resources, justify research approaches and interpret theoretical propositions |
|  | Creative Problem Solving Skills | Cognitive, technical and creative skills to investigate, analyse and synthesise complex information, concepts and theories, solve complex problems and apply established theories to situations faced in professional practice. |
|  | Ethical and Cultural Sensitivity | Appreciation and accountability for ethical principles, cultural sensitivity and social responsibility, both personally and professionally |
|  | Leadership and Strategy | Initiative, leadership skills and ability to work professionally and collaboratively to achieve team objectives across a range of team roles. Expertise in strategic thinking, developing and implementing business plans and decision making under uncertainty |
|  | Professional Skills | High level personal autonomy, judgement decision-making and accountability required to begin professional practice. |

Across the course, these skills are developed progressively at three levels:

- **Level 1 Foundation** – Students learn the skills, theories and techniques of the subject and apply them in stand-alone contexts.
- **Level 2 Intermediate** – Students further develop skills, theories and techniques of the subject and apply them in more complex contexts, beginning to integrate the application with other subjects.
- **Level 3 Advanced** – Students have a demonstrated ability to plan, research and apply the skills, theories and techniques of the subject in complex situations, integrating the subject content with a range of other subject disciplines within the context of the course

2.3 Subject Learning Outcomes

Listed below, are *key* knowledge and skills students are expected to attain by successfully completing this subject:

| Subject Learning Outcomes | Contribution to Course Graduate Attributes |
|--|--|
| a) Critically analyse the key functions and practices associated with human resource management and industrial relations in organisations |  |
| b) Describe the various ways that strategic human resource management is pursued in a range of organisations and analyse good and bad practice |  |
| c) Develop analytical and communication skills for participating in human resource management in organisations |  |

2.4 Subject Content and Structure

Below are details of the subject content and how it is structured, including specific topics covered in lectures and tutorials.

Weekly Planner:

| Week (beginning) | Topic covered in each week's lecture | Reading(s) | Expected work |
|---------------------------------|---|------------|---|
| 1 05 Nov | Foundations of HRM for the 21st Century | Ch 1, | Tutorial exercises |
| 2 12 Nov | Employment Relations, HRM and the Law | Chs 3, | Tutorial exercises |
| 3 19 Nov | Strategic HRM and HR Planning | Chs 2, 7 | Tutorial exercises |
| 4 26 Nov | Health, Safety and Employee Well-Being | Ch 4 | Tutorial exercises |
| 5 03 Dec | Diversity and Employment Equity | Ch 5 | Tutorial exercises |
| 6 10 Dec | Mid-trimester test Job Analysis and Design | Ch 6 | Progress report on group project Mid-trimester exams |
| 7 17 Dec | Recruitment and Selection | Chs 8 | Tutorial exercises |
| 23 Dec 2018 – 06 Jan 2019 | Mid Trimester Break | | |
| 8 07 Jan | HR Development and Career Management | Chs 9 | Tutorial exercises |
| 9 19 Jan | Performance Management | Ch 10 | Tutorial exercises Group Report Due Deferred Mid Trimester Exams - see Section 2.6 below for more information |
| 10 21 Jan | Remuneration Management | Ch 11 | Group Presentations |
| 11 28 Jan | Human Resource Information Systems (HRIS) an HR Metrics | Ch 12 | Group Presentations |

| | | | |
|--------------------------------|---|--|---|
| 12 04 Feb | Ethics and Social Responsibility International HRM | Ch 13, 14 | Individual Reflection Report Due |
| 13 11 Feb | Study Review Week | | |
| 14 18 Feb | Final Exam Week | Please see Exam Timetable for exam date, time and location | |
| 15 25 Feb | Student Vacation begins Enrolments for T119 open | | |
| 16 04 Mar | Results Released 05 Mar 2019 Certification of Grades 08 Mar 2019 | | |
| T119 begins 11 Mar 2019 | | | |
| 1 11 Mar | Week 1 of classes for T119 Friday 08 Mar 2019 – Review of Grade Day for T318 – see Sections 2.6 and 3.6 below for more information. | | |

2.7 Teaching Methods/Strategies

Briefly described below are the teaching methods/strategies used in this subject:

- *On-campus lectures* (2 hours/week) are conducted in seminar style and address the subject content, provide motivation and context and draw on the students' experience and preparatory reading.
- *Tutorials* (2 hours/week) include class discussion of case studies and research papers, practice sets and problem-solving and syndicate work on group projects. Tutorial participation is an essential component of the subject and contributes to the development of graduate attributes (see section 2.2 above). It is intended that specific tutorial material such as case studies, recommended readings, review questions etc. will be made available each week in Moodle.
- *Online* teaching resources include class materials, readings, model answers to assignments and exercises and discussion boards. All online materials for this subject as provided by KOI will be found in the Moodle page for this subject. Students should access Moodle regularly as material may be updated at any time during the trimester
- *Other contact* - academic staff may also contact students either via Moodle messaging, or via email to the email address provided to KOI on enrolment.

2.8 Student Assessment

Provided below is a schedule of formal assessment tasks and major examinations for the subject.

| Assessment Type | When Assessed | Weighting | Learning Outcomes Assessed |
|--|---|--|----------------------------|
| Mid-trimester test (1 hour) | Week 6 | 20% | a |
| Group research project: Group report (2,500 words) and group presentation (15 minutes) Individual Reflection Report on project and conclusions (1,500 words) | Report Week 9 Presentation Weeks 10 & 11 Individual Reflection Report Week 12 | Group report 20% Group presentation 10% Individual report 10% Total 40% | a, b, c |
| Final examination (2 hours) | Final Exam Period | 40% | a, b |

Requirements to Pass the Subject:

To gain a pass or better in this subject, students must gain a *minimum of 50%* of the total available subject marks.

2.9 Prescribed and Recommended Readings

Prescribed Text:

Nel, P., Fazey, B., Millet, B., du Plessi, A., Wordsworth, R., Mackinnon, B.H., and Suseno, Y., 2017.
Human Resource Management in Australia. 2nd ed. Docklands: Oxford University Press.