



**College of Business Administration**

**Course Descriptions**

**Bachelor of Business Administration**

**Concentration in Human Resource Management**

October 2023

## COURSE DESCRIPTIONS

<b>HRM 201 Human Resources Planning and Development</b>	
Core Course	
<b>Course Description</b>	<b>Course Objectives</b>
<p>The course Human Resource Planning and Development is designed to consider the theory and role of human resource planning and development in organizations, and link it to policies and practices required in organizations for effective people management. A strategic human resources planning model is introduced and includes the following elements: organizational strategy, HRM strategy, environmental influences on HRM, job analysis, HR management systems, forecasting supply and demand. Various corporate strategies in today's workplaces are examined in conjunction with their significant effect on human resources planning. The Course aims to develop knowledge and skill in a range of HRD activities in organizations and to relate these to professional standards. It covers the practical application of personnel theory.</p>	<p>This course will help students gain a detailed understanding of the Human Resources function and its relationship to the productivity of the workforce as well as its contributions to the competitiveness of the organization. Using a seminar-discussion format, the course will explore current readings and other sources of information about the changing nature of Human Resource Development and, more broadly, the world of work in general.</p>

<b>HRM 301 Managing Recruitment, Selection and Induction</b>	
Core Course	
<b>Course Description</b>	<b>Course Objectives</b>
<p>The course provides an in-depth study of the staffing function and is approached with the intent of providing pragmatic information necessary for meaningful decision-making and implementation of effective staffing systems, thus, this course is intended to provide an understanding of recruitment and selection methods and processes as well as give you an opportunity to develop a critical approach to R&amp;S and HRM. This critical approach is necessary because choosing whom to employ is an important way in which employers pursue their interests in the workplace.</p>	<p>The course aims at the theory, principles, practices, and legal requirements for effective recruitment, selection, and promotion in organizational settings. Examination of the scientific, legal, and administrative issues with the recruitment, selection, employment, and retention of individuals will be thoroughly analyzed.</p>

<b>HRM 303 Organizational Development and Change</b>	
Core Course	
<b>Course Description</b>	<b>Course Objectives</b>

<p>This course involves the study, research, and analysis of pro-active strategies for organizational change using the theories and techniques of applied behavioral science. This course covers the phases of consulting, strategies, intervention decisions and actions, multiple roles, skills, and phases of internal and external consultants, ethical dilemmas and guidelines, and the implementation of action research. In this course, students will be exposed to a number of organizational issues including, the need for change, why organizations change or fail to change, the legal and regulatory issues associated with change, and how change helps organizations become more competitive and profitable.</p>	<p>Provide an opportunity to become familiar with the basic theories of "change management," Develop an awareness and fundamental knowledge of the need for change, why organizations change or fail to change, and how to plan for, manage and measure change, Develop an awareness of the leadership issues and role of the leader in organizational change, and Help further develop and expand critical thinking and analytical skills.</p>
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<p><b>HRM 304 Compensation Management</b> Core Course</p>	
<p><b>Course Description</b></p>	<p><b>Course Objectives</b></p>
<p>This course introduces and analyzes the main components of compensation. The course will cover the main applications for assessing and implementing a model by considering internal and external factors, analyzing market data, and developing recommendations to implement changes to an organization's compensation and benefits administration policies and procedures. Principles underlying merit and variable performance-based pay plans will be introduced and analyzed in depth. Aligning compensation to an organization's guiding principles and Human Resources structure will be introduced and thoroughly discussed. This course balances theory and practice. The course will emphasize the strategic aspects of compensation and how the organization can achieve a sustainable competitive advantage through compensation policies/programs.</p>	<p>The main aim of the course is to provide an understanding of the major aspects of human resource compensation and benefits and the underlying theory and current practice in the field.. By the end of this course, you should have a very in-depth understanding of how to establish, organize, and administer an effective and equitable compensation system.</p>

<p><b>HRM 331 Human Resources Information Systems</b> Core Course</p>	
<p><b>Course Description</b></p>	<p><b>Course Objectives</b></p>

<p>This course is an in-depth study of various performance appraisal methods, the benefits and challenges of various methodologies, and alternatives to performance appraisals. It will help students to explain the appraisal process and what type of appraisals to conduct, how to prepare for their own appraisal, and more.</p>	<p>The main objectives of the course are to provide the skills necessary to keep up with a changing HRIS environment and to apply HR skills in a computerized environment. The course aims to Demonstrate a thorough understanding of the strategic value of HRIS and how it contributes to organizational effectiveness and efficiency. It as well help in practice to Apply forecasting techniques and data analytics to HR and organizational data. The course helps students to Understand and apply the basic concepts and principles of HRIS to human resource situations and decisions.</p>
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<p><b>HRM 401 Training and Development</b> Core Course</p>	
Course Description	Course Objectives
<p>The course is a practical course on the training and development section of the human resources of the organization. The course emphasizes the theories of training and development in the broader perspective of the organization. This means covering some of the basic concepts of training/HRD, such as motivation and learning theory, needs assessment, and the evaluation of training. Different types of training programs will be examined, including orientation, skills training, team building, management development, organization development, and diversity training.</p>	<p>The main aim of the course is to underline the assumption of training and development, research to establish needs, natures of programs, and seminar in conducting a training and development session, and assessment of programs. The overarching objective of this course is for each student to learn how to assess, develop, carry out, and evaluate a training program. To get to this objective, we will review the field of training and development, as well as the broader area of human resource development (HRD).</p>

<p><b>HRM 410 Industrial Relations and Labor Laws</b> Core Course</p>	
Course Description	Course Objectives
<p>This course serves as an introduction to the field of industrial relations. Students will learn about the history of the field and of labor unions. The main aim of this course is to introduce students to the theories, institutions, and practices of Industrial Relations. The course examines the role and objectives of the main actors in employment relations – employers, employees, and trade unions, and the government, and their interactions in collective bargaining, employee involvement/participation, conflict resolution and expression, and the termination of the employment relationship.</p>	<p>To introduce students to the terminology, history, and models of the global as well as UAE industrial relations system and to provide tools and other resources for students who will be pursuing further instruction and research in industrial relations. By the end of the course, you should have an understanding of the key participants in any industrial relations system – workers, employers, trade unions, employer organizations, and the state – and how they interact, sometimes cooperatively and sometimes in conflict. Adopting a robust and critical approach, our discussions will always seek to assess how this wider context affects the perennial concerns of managers and employees in their day-to-day activities in the workplace.</p>

<p><b>HRM 415 Strategic Global Human Resource Management</b></p>
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Core Course	
Course Description	Course Objectives
<p>The Strategic Global Human Resources Management (SHRM) course posits that money, materials and machines are meaningless without the wise use of the single most critical component of productivity: people. This course introduces the strategic perspective to be taken in harnessing the human resources of an organization. More particularly, the course focuses on the strategic roles which the Human Resources function and professionals play in creating value and delivering results to their respective organizations.</p>	<p>It is designed to acquaint the learners with the tools &amp; techniques essential as a strategic contribution of HRM to organizational growth. Drivers for internationalization and the choices businesses have to organize their international operations. Various cultural, legal and labor relations contexts. The impact of business internationalization on strategic HRM and its various functions, including HR planning, recruitment &amp; selection, training &amp; development, compensation management, performance management, safety &amp; health and employee relations.</p>

<b>HRM 373 Special Topics in HRM</b> Elective	
Course Description	Course Objectives
<p>This course is to discuss important issues and roles of HRM in the current and future business world and economy. After completing the course, the students are expected to understand the topics, analyze the implications of business and economic changes to Human resource and vice versa; and give opinion and make decisions related to the issues. This is an upper level, advanced course, and will be conducted as a seminar. This means that each of you will be expected to contribute to class discussion on a regular basis</p>	<p>To select and focus on Human Resource topics of a timely nature or special interest. The special HR topics covered in this course are determined as deemed appropriate and are not necessarily the same from term to term.</p>

<b>HRM 390 Essential Leadership Skills for Managers</b> Elective	
Course Description	Course Objectives
<p>The course introduces various theoretical concepts associated with the leadership phenomenon and explores the practical implications of these for work placed practitioners. Leading change and influencing through communication will be covered, with an emphasis being placed on the multicultural and ethical issues that can impact on leadership practices.</p>	<p>The course introduces various theoretical concepts associated with leadership and to explore the wider practical implications within a changing and a diverse work environment. At the end of the course students will be able to define leadership and contrast leadership with management; and understand the contemporary organizational leadership needs for managers in the 21 st century.</p>

<b>HRM 420 Human Resource Management in the Public Sector</b> Elective	
Course Description	Course Objectives
<p>The course will provide you with a foundation of knowledge of human resource methods and practices from the perspective of managers and HR practitioners. You will gain unique perspective that is public sector specific through current, real-life examples from an experienced public sector HR manager. Additionally, this course will help you develop critical analysis skills by encouraging you to deconstruct policies and positions, understand opposing viewpoints, and communicate a position with reference to the Labour Laws in UAE and Gulf region. This course also helps you to develop an understanding of the public sector employment conditions in UAE.</p>	<p>The purpose of this course is to provide you with an understanding of fundamental critical issues, concepts, and functions of human resources for the public sector, though directly and wholly relevant to not-for-profit and private sectors as well. The intent, in part, is to improve your chances of success in the workplace through understanding of the business practice and regulatory factors that influence and direct the personnel actions of employers Upon course completion, students are able to explain a broad spectrum of core Human Resource Management (HRM) principles with public sector emphasis, implement and apply many of those principles, evaluate the practical and legal implications of HRM practices, and differentiate the career relevance for employees, managers, and HR practitioners with special reference to UAE and Gulf Regions.</p>

**PLO-CLO MAP BY COURSE**

<b>HRM 201 Human Resources Planning and Development</b>									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1	1								
K2		2							
S1				3		5			
S2								6	
C1									
C2							4		
C3									

<b>HRM 301 Managing Recruitment, Selection, and Induction</b>									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1			2						
K2									
S1				3			5		
S2								4	
C1									
C2							5		
C3					4				6

<b>HRM 303 Organizational Development and Change</b>									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1			2						
K2		3							
S1				5				5	
S2		4					4		
C1									6
C2									
C3									

<b>HRM 304 Compensation Management</b>									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1		2							
S1	1								
S2				4			3		
C1									
C2						5			5
C3								6	

HRM 310 Performance Appraisal									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1			2						
K2									
S1				4				4	
S2		1				1			
C1							5		5
C2						6			6
C3									

HRM 331 Human Resources Information Systems									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1				1					
K2			2		2				
S1				5				5	
S2						2			
C1							5		5
C2									
C3									

HRM 401 Training and Development									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1			2						
K2	1				2			5	
S1									4
S2									
C1									
C2									
C3								5	

HRM 410 Industrial Relations and Labor Law									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1			1						
K2				4				4	
S1						2	2		
S2						2			
C1								6	6
C2									
C3									

HRM 415 Strategic Global Human Resource Management									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1	2								



K2					3				
S1							4		
S2				5					
C1						6			
C2								5	
C3									6

HRM 373 Special Topics in HRM									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1	1					1			
K2		2			3				
S1			2	4	3				
S2				4	3				
C1		2				5			
C2						5			
C3				3	4		6		

HRM 390 Essential Leadership Skills for Managers									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1	1		2						
K2		2							
S1				3					
S2				3	4				
C1							5		
C2						5		5	
C3							6	6	6

HRM 420 Human Resource Management in the Public Section									
	A1	A2	A3	B1	B2	C1	C21	C22	C3
K1	1	2	2						
K2			2						
S1				3	4				
S2					4				
C1						5			
C2								5	
C3									6