

**BBA English Program**  
**Faculty of Management Sciences**  
**Prince of Songkla University**  
**Semester 1I/2020**

**472-321 Human Resource Management**

**Timetable:** Monday, Wednesday (09:00-10:30), and Friday (09:00-12:00)

**Lecturers:** Asst. Prof. Jongpid Sirirat  
 Dr. Yoshifumi Harada

**1. Course Description**

Human resource functions; departmentalization; human resource planning; recruitment; selection; training; compensation and welfare; employee motivation; performance appraisal; promotion; job rotation; disciplinary action; termination; collective bargaining and labor relations

**2. Main Reference**

Raymond A. Noe, John R. Hollenbeck, Barry Gerhart, Patrick M. Wright, *Human Resource Management*. Twelve Edition, Mc Graw Hill, 2021

**3. Course Objectives**

To provide students with a basic understanding of the nature of human resource management in general and case studies and assignments presented by small groups to be discussed in class.

**4. Course Requirements**

Students are required to read all the assigned material to be discussed during the lectures, to attend not less than 80% of the offered classes, to complete case studies and assignments and to participate fully in class discussions and presentations.

**5. Class Plan: 15 weeks**

Week	Chapter	Topic	Methods/Assignments
1 January 6 and 8	Chapter 1	Human Resource Management and Equal Employment Opportunity and Safety from Page.114	Lecture (4.5 hrs.) Asst. Prof. Jongpid Online
2 January 15	Chapter 4	The Analysis and Design of Work	Lecture (3 hrs) Asst. Prof. Jongpid Online
3 January 22	Chapter 5	Human Resource Planning and Recruitment	Lecture (3 hrs) Asst. Prof. .Jongpid Online
4 January 29	Chapter 14	Collective Bargaining and Labor Relations	Lecture (3 hrs.) Dr. Harada G. 317
5 February 5	Chapter 6	Selection and Placement	Lecture (3 hrs) Asst. Prof. Jongpid G. 317

6 February 8 and 12	Chapter 7	Training	Lecture (4.5 hrs) Asst. Prof. Jongpid G. 317
7 February 17 and 19	Chapter 7 and 9	Training and Employee Development	Lecture (4 hrs) Asst. Prof. Jongpid G. 317
8 February 22 and 24	Chapter 8	Performance Management	Lecture (3 hrs) Dr. Harada G. 317
9 February 27 – March 7		Mid-Term	
10 March 8 and 10	Chapter 10	Employee Separation and Retention	Lecture (3 hrs) Dr. Harada G. 317
11 March 15 and 17	Chapter 11	Pay Structure Decisions	Lecture (3 hrs) Dr..Harada G. 317
12 March 22 and 24	Chapter 12	Recognizing Employee Contributions with Pay	Lecture (3 hrs) Dr. Harada G. 317
13 April 29 and 31	Chapter 13	Employee Benefits	Lecture (3 hrs) Dr. Harada G. 317
14 April 5 and 7		Presentation for case study	Lecture (3 hrs) Dr. Harada G. 317
15 April 12 and 14		Presentation for assignment and Review for Final	Lecture (3 hrs) Dr. Harada G. 317

### 6. Assignment and Case Study

Assignment and case study will be announced at the beginning of the class. Students are divided into small groups to make a presentation during the lectures.

### 7. Class Assessment

Class participation	10
Case Studies	20
Assignments	20
Mid-term	25
Final exam	<u>25</u>
Total	<u>100</u>

### 8. Grade

Grade	A	B+	B	C+	C	D+	D	E
Score	≥80	75-79	70-74	65-69	60-64	55-59	50-54	<50