

Module 17: Human Resource Management

Stage				2			
Semester				2			
Module Title				Human Resource Management			
Module Number				17			
Module Status				Mandatory			
Module NFQ level				7			
Pre-requisite Module Titles				Legal Aspects of Business			
Co-requisite Module Titles				N/A			
Is this a capstone module?				No			
List of Module Teaching Personnel							
Contact Hours 58				Non-contact Hours 142			Total Effort (Hours) 200
Lecture	Practical	Tutorial	Seminar	Assignment	Placement	Independent work	
48		10		42		100	200
Allocation of Marks (Within the Module)							
	Continuous Assessment	Project	Practical	Final Examination	Total		
Percentage contribution	50			50	100		

Intended Module Learning Outcomes

On successful completion of this module, the learner will be able to:

1. Discuss how human resource management has changed and evolved.
2. Evaluate and apply the policies, practices and procedures that an employer/manager needs to be familiar with.
3. Discuss the key skills of HRM including recruitment and selection of staff, training and development of staff, performance management and reward management.
4. Analyse current best practice in the HR function

Module Objectives

This module aims to introduce learners to the main areas that an employer should or in most cases, are legally obliged to attend to with regard to the employment and management of people. It examines processes, practices, and procedures associated with HRM management and administration. This module draws upon the foundations of the employment legislation material covered in Legal Aspects of Business in Year 1 of the programme.

Module Curriculum

Introduction

- Introduction to managing people
- Personnel v's HRM
- The hard and soft approaches to managing people
- The changing working environment

Recruitment and selection of staff

- Job analysis and design
- Person specification
- Marketing
- Review of applications
- Interview
- Selection
- Induction

Employee/employer communication and engagement

- Contracts of employment
- The psychological contract
- Employee participation

Performance management and reward

- Methods of performance management
- The link with reward
- Negotiation Skills
- Issues with performance management
- The international environment

Policies and procedures

- The benefit of policies and procedures
- Types of policies and procedures, eg, absence management policies,
- Disciplinary procedures
- Grievance procedures
- Health and Safety

Employment law

- The impact of EU legislation
- The changing legal framework of the workplace
- Increased regulation and the impact of HR policies and practices

International HRM

- Recruitment and selection
- Diversity management
- Mergers and acquisitions

Training and development of staff

- Methods
- Benefits
- Weaknesses

Strategic HRM

- Developing a HR plan
- Planning for the future in an international business environment
- work life balance

Reading lists and other learning materials

Faulkner, M. (2013), *Essentials of Irish Labour Law*, 2nd Ed. Ed.: Gill & MacMillan Dublin
Gunnigle P., Heraty N., Morley M.J., (2012), *Human Resource Management in Ireland*, 4th Edition: Gill & MacMillan
Harney, B., Monks, K. (eds) (2014) *Strategic HRM: Research and Practice in Ireland*: Orpen Press.
Reidy, L. (2011), *Make that grade: Human Resource Management*, 3rd Ed., Gillmacmillan Dublin
Roach, B., Teague, P., Coughlin, A., Fahey, M. (2013) *Recession at Work: HRM in the Irish Crisis*: Routledge Sheridan, P. (2007)
Human Resource Management A Guide for Employers. Oak Tree Press: Cork Torrington D., Hall L., Taylor S., (2008), *Human Resource Management 7th edition*

Learners are also directed to relevant journals, publications, case studies, websites and other sources of information as required.

On line resources include

www.cipd.co.uk

www.enterprise.gov.ie

www.citizensinformation.ie/

Secondary Reading

Armstrong, M. (2009) *Handbook of Human Resource Management Practice*, 11th edition: Kogan Page.
Boxall P., Purcell J. (2011), *Strategy and Human Resource Management*, Third Edition: Palgrave & Macmillan
Eardly J., (2008) *Bullying and stress in the workplace*, First Law, Dublin Kinsella J., (2008) *Health, Safety and Welfare Law in Ireland*, Gill & McMillan, Dublin

Module Learning Environment

A traditional classroom is used for teaching purposes for the delivery of Human Resource Management. The learning environment is designed to foster a shared sense of ownership and responsibility for the learning and development. At the beginning of the semester the participants are issued with a detailed module curriculum which includes the module learning outcomes, a class schedule, bound lecture notes and supporting case studies and articles, the necessary reading material and the assignment briefing document and marking criteria.

Participants also have access to Moodle, the College's Virtual Learning Environment (VLE). In addition the learners participate in practical sessions using case studies and will develop blogs. Relevant case studies are used to bring the material to life.

Module Teaching and Learning Strategy

The module is mainly delivered through lectures and supporting tutorials. Lectures impart the central concepts relating to Human Resource Management, while the tutorials facilitate smaller groups and allow for discussion of certain topics and more in-depth coverage of the material. In many cases learners are given prescribed reading and are required to present case studies in group format to support and demonstrate learning from specific areas on a participative level.

Industry-based examples are explored relevant to each weekly topic to demonstrate the influence Human Resource Management has when integrated into the overall business strategy to deliver specific objectives. Learners critique and discuss related topics on a weekly basis for example;

- recruitment and selection of staff
- diversity management
- health and safety
- discrimination
- performance management and motivation
- planning for the future in a changing business environment

Module Assessment Strategy

Assessment of the module is broken into two parts with 50% of the marks allocated to coursework and the remainder allocated to an end of semester exam. Some of this module's learning outcomes are assessed through coursework using practical scenarios that should engage learners in real life situations, for example case studies or developing relevant HR policies and procedures. An end of term exam takes place upon completion of the module.