Course Outline

AP/HRM3430B (Asynchronous)   Fall 2023

Human Resources Planning

York University - School of Human Resource Management

Course Director/Professor: Ron Alexandrowich M.Ed. DHRP

E-mail: ronalex@yorku.ca – Please indicate the course number in your heading along with the topic.

Dates: Sept 6 – Dec 5

Time and Location: This course is asynchronous. There is no set time or date. However, this course does progress on a weekly basis.

Office Hours: I do not have office hours. You may set up a time to meet with me one-on-one using Zoom.

Course Slides and Lectures: I will upload our slides and my weekly video recordings on our class site.

COURSE DESCRIPTION
This course provides students with an understanding of the human resources planning process, the qualitative and quantitative techniques used in forecasting people requirements and feasible solutions to shortages or surpluses. Some of the topics will include strategic management, mergers, and acquisitions, downsizing and restructuring, and international human resources management.

PREREQUISITES:
AK/ADMS 3480.30 or AK/ADMS 2600 3.0.
Students are personally responsible to ensure that they have the required prerequisites as stated in the course outline or in the course calendar. Students who do not have the prerequisites are at risk of being dropped from the course at any time during the course. The department will not be responsible for refunds resulting from students being dropped from a course due to a lack of the appropriate prerequisites.

REQUIRED TEXT:
Belcourt, Monica and Mark Podolsky *Strategic Human Resources Planning*, **Seventh Edition**, *Nelson Series in HRM, Nelson Thomson, Toronto, 2019.   ISBN-13-978-0-17-679808-6*

Course Learning Objectives

General Learning Objectives

The purpose of this course is provide an overview of the main theoretical and conceptual approaches to Human Resources Planning and to develop an understanding of HR Planning processes within the context of organizational and Human Resource strategies.

Specific Course Learning Objectives

Students will be able to:

- ➢ Explain the types of strategic orientations that firms may choose
- ➢ Explain the environmental factors that influence strategic choice
- ➢ Develop the skills necessary to assess the firm's human assets (supply).
- ➢ Develop the skills necessary to assess the human resource requirements (demand).
- ➢ Illustrate both the qualitative and quantitative methods in demand and supply forecasting.
- ➢ Describe the HR implications with respect to downsizing, restructuring, mergers and acquisitions
- ➢ Discuss the emerging issues in strategic HR Planning

COURSE CONTENT:

Week of:	Topic	Chapter(s)
Sept 6	Strategic Management	1
10	Aligning Human Resources with Strategy/	2
17	Environmental Influences on HRM	3
24	The HR Forecasting Process	4
Oct 1	Determining Human Resources Demand and Supply	5/6
8	Reading Week	Reading Week
15	**Midterm exam Oct 18 2023 7:00 – 9:30PM**	**Midterm exam**
22	Succession Management	7
29	Information Technology for HR Planning	8
Nov 5	Change Management	9
12	Downsizing and Restructuring/Strategic HRM	10/11
19	Mergers and Acquisitions/Outsourcing	12/13
26	Evaluation of HR programs and Policies	14

Grading Components:

Weekly Discussion Posts	30%	Weekly
Midterm Exam	30%	Oct 18,2023 online 7-9:30pm
Final Exam	40%	TBD - online during formal exam period.

All final grades will be reviewed by the School of Human Resource Management and the School reserves the right to modify them in order to maintain high standards.

Weekly Online Discussions: 10 x 3.0% each

This course takes place entirely online. Throughout the semester, **TEN** online discussion topics will be introduced starting the week of Sept 10. You are expected to take part in each online discussion during the week when they are scheduled. To be clear, you are required to participate in each discussion topic within **5** days of it being posted by the instructor.

All posts will end after the 5th day of the posting. ALL LATE POSTS AFTER THIS TIME WILL NOT BE AWARDED ANY MARKS.

A grade of 3% will be assigned to each online discussion topic based on quality of contribution. To gain the full marks for each online discussion topic, you must write each post with a total of **300 - 400 words**. You are not required to make comments on your classmate's posts. You can if you would like to, however, there are no extra marks. Marks can be taken away for inappropriate comments that do not show respect and civility. Individuals who do not participate in online discussions should not expect to be rewarded for this dimension of performance.

Take-Home Midterm Exam: 30% (Oct 18, 2023 7:00 – 9:30PM

This will cover chapters 1-6 only. The format is still to be determined and will be posted on our class site. There is no alternative date/time to write the midterm exam.

Take-Home Final Exam: 40%

The final exam will be held during the formal examination period for the semester. It is imperative that students attend the final exam since ***there will be no other alternative date to write the final exam***. The final exam is cumulative, covering **chapters 1-14.** The format is still to be determined. More details will be provided closer to the exam date.

***Note**: Not all the material covered in the textbook will be discussed in class. Conversely, some of the materials presented in the recorded lectures will not be in the textbook. You will be responsible for all of the materials in both the assigned textbook chapters and in the recorded lectures.*

In this course, all work should be completed by you alone. As such, you are not allowed to use generative artificial intelligence (AI), such as ChatGPT, to help you complete any of your work in this course (e.g., tests, papers, assignments, presentations, essay outlines, presentation scripts, etc.). If you do not know whether an online resource or tool can be used in this course, please contact me for guidance. Any use of generative AI in this course will be considered a breach of the Senate Policy on Academic Honesty. For more information, please review AI Technology & Academic Integrity: Information for Students.