

**Class Overview**

<b>General Class Information</b>			
<i>All fields must be completed and posted in UVaCollab and World Viewable in SIS no later than two weeks prior to registration.</i>			
<b>Subject Area &amp; Catalog Number</b>	HR 4090W	<b>Class Title</b>	RECRUITING, PLACEMENT, PERFORMANCE APPRAISAL, AND OUTPLACEMENT
<b>Credit Type</b>	<input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate	<input checked="" type="checkbox"/> Credit <input type="checkbox"/> Noncredit	<b>Delivery Method</b> <input type="checkbox"/> P (In-Person) <input type="checkbox"/> CI (Classroom/Internet) <input checked="" type="checkbox"/> WB (Web-Based)
<b>Re-licensure Re-certification Points</b>		<b>Approval Date</b> <i>(For internal use only)</i>	

**1. Class Description (Use the SIS 400 characters from catalog description)**

ADDRESSES HR RECRUITMENT PLANNING, ACTUAL RECRUITING, JOB PLACEMENT, PERFORMANCE APPRAISAL, AND OUTPLACEMENT (WHETHER FROM LAYOFFS, DOWNSIZING, OR FIRING).

**2. Learning Outcomes**

ON SUCCESSFUL COMPLETION OF THIS COURSE, STUDENTS WILL BE ABLE TO DO THE FOLLOWING:

1. UNDERSTAND HOW STAFFING PLAYS A ROLE IN THE PROCESS OF ACQUIRING, DEPLOYING, AND RETAINING A WORKFORCE OF SUFFICIENT QUANTITY AND QUALITY TO CREATE A POSITIVE IMPACT ON AN ORGANIZATION'S EFFECTIVENESS.
2. LEARN HOW THE VARIOUS FEDERAL, STATE AND LOCAL LAWS AND REGULATIONS AFFECT AN ORGANIZATION'S HIRING PRACTICES AND HOW ORGANIZATIONS ARE PENALIZED FOR NON-COMPLIANCE OF THESE STATED LAWS.
3. UNDERSTAND THE ROLE OF ETHICS IN PLANNING AND ACQUIRING AND RETAINING A QUALITY WORKFORCE.
4. LEARN TO DEVELOP A PAY STRUCTURE THAT WOULD ENCOURAGE QUALITY APPLICANTS TO SEEK EMPLOYMENT IN AN ORGANIZATIONS AND A CONTINUING PAY STRUCTURE THAT WOULD ENCOURAGE EMPLOYEE SATISFACTION AND RETENTION.
5. DEVELOP A BETTER UNDERSTANDING OF AN ORGANIZATION'S SHORT-TERM AND LONG-TERM STRATEGY AND PLANNING, RECRUITING, AND CAREER PLANNING.
6. UNDERSTAND THE ROLE OF PERFORMANCE MANAGEMENT AS A TOOL FOR MOTIVATING EMPLOYEES AND FACILITATING ORGANIZATIONAL EFFECTIVENESS.

**3. Assessment Components**

THIS COURSE WILL BE CONDUCTED AS AN ONLINE COURSE OVER A PERIOD OF APPROXIMATELY 12 WEEKS. THE WEEKLY COURSE REQUIREMENTS WHICH WILL BE PROVIDED EACH WEEK ONLINE IN THE COURSE SYLLABUS WILL CONSIST OF READING ASSIGNMENTS FROM THE SELECTED COURSE TEXTBOOK, REVIEW OF CHAPTER NOTES, AND ONLINE POWER-POINT PRESENTATIONS. IN ADDITION, STUDENTS WILL PARTICIPATE IN LIVE ONLINE SESSIONS (FOUR IN OUR CLASS) AND DISCUSSION BOARD/DISCUSSION FORUM (THREE IN OUR CLASS) IN RESPONSE TO ARTICLES FROM CURRENT PERIODICALS. THERE WILL ALSO BE AMIDTERM EXAM AND A COURSE TERM PAPER. THE MIDTERM EXAM WILL CONSIST OF ESSAY QUESTIONS PREPARED IN ADVANCE. FINALLY, THE EVALUATION FOR OUR CLASS WILL ALSO BE ACCESSIBLE THROUGH UVACOLLAB.

**4. Required Text (include ISBN, specific edition)**

HERBERT G. HENEMAN III, TIMOTHY A. JUDGE, AND JOHN KAMMEYER-MUELLER, STAFFING ORGANIZATIONS, EIGHTH EDITION, 2015, MCGRAW-HILL, ISBN-13: 9780077862414

**5. Required Additional Resources and Technical Components**

THERE ARE NO ADDITIONAL RESOURCES OR TECHNICAL COMPONENTS REQUIRED FOR THIS COURSE. ALL OTHER RESOURCES WILL BE PROVIDED BY THE INSTRUCTOR.

**6. Other Class Expectations (for Classroom/Internet and Web-Based classes, specify any live (synchronous) meetings dates, times, delivery mode)**

LIVE (SYNCHRONOUS):

LIVE CHATROOM NO. 1: WEEK OF 6/08/ 2014

LIVE CHATROOM NO. 2: WEEK OF 6/22/2014

LIVE CHATROOM NO. 3: WEEK OF 7/20/2014

LIVE CHATROOM NO. 4: WEEK OF 8/03/2014

ONLINE (ASYNCHRONOUS):

DISCUSSION BOARD / DISCUSSION FORUM NO. 1: WEEK OF 6/15/2014

DISCUSSION BOARD / DISCUSSION FORUM NO. 2: WEEK OF 7/13/2014

DISCUSSION BOARD / DISCUSSION FORUM NO. 3: WEEK OF 7/27/2014

MIDTERM EXAM: MUST BE COMPLETED NO LATER THAN JULY 1, 2014

COURSE TERM PAPER MUST BE COMPLETED NO LATER THAN AUGUST 13, 2014

