

## Master's Certificate in Human Resource Management

PROGRAM REQUIREMENTS			
	SEMESTER	CREDIT HRS	GRADE
<b>REQUIRED:</b>			
GBUS 843		3	
 <b>Choose 2: GBUS 817, 844, 861, 862, 863, 864</b>			
		3	
		3	

### COURSE DESCRIPTIONS:

#### **GBUS 817 Human Behaviour in Organizations (3)**

The individual's interaction within work groups and an organization. Relevant concepts from the behavioural sciences: intrapersonal, interpersonal, group and organizational processes. The focus of study will be the existence of these phenomena in the work place and increasing the student's ability to carry out administrative activities.

#### **GBUS 843 Strategic Human Resource Management (3)**

Human resources functions in public and private organizations from a strategic and institutional perspective. The topics include human resource planning, recruitment and selection, performance measurement and assessment, training and development, and the design of reward systems.

#### **GBUS 861 Organization Theory (3)**

The course is concerned with the analysis of organizations from a sociological perspective. It is concerned with such topics as organizational environment, goal formulation, organization structure and design, interorganizational linkages, power, innovation processes, and conflict. It is concerned with the management of the organization as a whole and its subunits.

#### **GBUS 862 Evaluation of Human Resources Practices and Systems (3)**

This course focuses on tools and methods that can be employed by HR practitioners to assess the effectiveness of individual HR practices and of the overall HRM systems. Students develop skills in identifying and employing valid, evidence-based decision criteria to assess HR practice, and also enhance their ability to evaluate information and conduct qualitative research. **Prerequisite:** GBUS 838 or EAHR 850

#### **GBUS 863 Staffing Organizations (3)**

The course introduces and develops concepts used in the staffing of organizations. The course will cover general staffing models, basic labour markets, laws and regulations affecting staffing, introduction to measurement theory, recruitment techniques, selection techniques and tools, decision making for selection, and formalizing the job offer.

#### **GBUS 864 Compensation (3)**

The course introduces and develops concepts used in compensating employees and managers in organizations. The course will cover designing pay structures for strategic purposes, internal consistency and external competitiveness, job evaluation models, variable group and individual pay systems, basic employee benefits, legal issues surrounding compensation (pay equity and discrimination), compensating special groups of employees, compensation and unions, and compensation administration topics.