



Business Administration

Course Number:	BUAD 375
Course Title:	STRATEGIC HUMAN RESOURCE PLANNING
Credits:	3
Calendar Description:	This course focuses on the strategic nature of human resource planning. Topics include forecasting employee demand and supply; evaluating the need, design and applications of Human Resource Information Systems (HRIS); identifying changes to human resources functions; planned and unplanned change; and change management and innovation.
Semester and Year:	Winter 2022
Prerequisite(s):	BUAD 269, BUAD 340
Corequisite(s):	None
Prerequisite to:	None
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Elective – BBA, Human Resources Management option
Substitutable Courses:	None
Transfer Credit:	PMPC with BUAD 269
Special Notes:	Students who have credit for BUAD 270 cannot take BUAD 375 for further credit.
Development Date:	November 2012
Revision Date:	November 2013

Chair's Approval:

A handwritten signature in black ink, appearing to read "A. Sempel".

Professors

Name	Phone number	Office	Email
Cathy Fitzgerald <i>Course Captain</i>	250-762-5445 Ext. 4579	Kelowna: C123	cfitzgerald@okanagan.bc.ca

Learning Outcomes

Upon completion of this course students will be able to

- describe the competitive advantage of a strong alignment between human resources and business strategies.
- integrate human resource planning with the development of strategic business planning.
- evaluate the demand forecasting techniques and external and internal supply assessment methods.
- assess HRIS technologies for small, medium, and large organizations.
- evaluate the impact of major organizational strategies of mergers, outsourcing, and downsizing on human resource planning.
- develop human resource plans, policies, and programs in alignment with corporate strategy.

Course Objectives

This course will cover the following content:

- See the Course Schedule

Evaluation

Project: Actual Case Study**	26%
Case Incident/Case Study -Class Discussion Forums (4 Cases)**	20%
Weekly Chapter Quizzes**	14%
Final Exam*	40%
Total***	100%

* To pass the course students must pass the final exam

**Assignment guidelines, evaluation criteria and dues dates are available in your Moodle course shell

***Oral and written communication is a critical component of all assignments and exams and as such, is an important criteria in the evaluation of all course work (third-year standards).

Required Texts/Resources

Belcourt, M., & McBey, K.J., Podolovsky, M. (2019). *Strategic Human Resources Planning* (7th ed.). Toronto: Nelson Education.

Course Schedule

Week	Date	Topic	Text	Case Incidents/Studies: Discussion Forums
1	Jan. 10	Strategic Management	Ch 1	
2	Jan. 17	Aligning HR with Strategy	Ch 2	Case Study
3	Jan. 24	Environmental Influences on HRM	Ch 3	
4	Jan. 31	The HR Forecasting Process Change Management	Ch 4, 9	Case Study
5	Feb. 7	Project -Actual Case Study on a Chosen Organization- In Class Presentations (Recommended SHRP Change Initiative)		
6	Feb. 14	Determining HR Demand	Ch 5	
7	Feb. 21	Study Break		
8	Feb. 28	Ascertaining HR Supply	Ch 6	
9	Mar. 7	Succession Management	Ch 7	Case Study
10	Mar. 14	Information Technology for HR Planning HR Assessment and Analytics Project Actual Case Study on a Chosen Organization-In Class Presentations (Recommended SHRP IT/Software Initiative)	Ch 8, 14	
11	Mar. 21	Downsizing & Restructuring Outsourcing	Ch 10, 13	Case Study
12	Mar. 28	Strategic International HRM Mergers & Acquisitions Project Work/ Review	Ch 11, 12	
13	Apr. 4	Project Actual Case Study on a Chosen Organization –In Class Presentations		Project: Actual Case Study on a Chosen Organization-Report Due April 10 (Sunday midnight)

14	Apr. 11	Final Exam Period-April 12-26, 2022	Weekly chapter quizzes end April 11, 2022
----	---------	-------------------------------------	---

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

STUDENT CONDUCT AND ACADEMIC HONESTY

What is the Disruption of Instructional Activities?

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

What is Cheating?

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination.”

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

What is Plagiarism?

Plagiarism is defined as “the presentation of another person’s work or ideas without proper or complete acknowledgement.” It is the serious academic offence of reproducing someone else’s work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

“Intentional plagiarism is the deliberate presentation of another’s work or ideas as one’s own.” Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.

“Unintentional plagiarism is the inadvertent presentation of another’s work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit.”

What are the Students’ Responsibilities to Avoid Plagiarism?

Students have a responsibility to read the OC Plagiarism Policy and Procedures outlined in the OC calendar, which is available in online format www.okanagan.bc.ca. Students must acknowledge the sources of information used on all their assignments. This usually involves putting the authors’ name and the year of publication in parentheses after the sentence in which you used the material, then at the end of your paper, writing out the complete references in a Reference section.

“Students are responsible for learning and applying the proper scholarly practices for acknowledging the work and ideas of others. Students who are unsure of what constitutes plagiarism should refer to the UBC publication “*Plagiarism Avoided; Taking Responsibility for your Work*”. This guide is available in OC bookstores and libraries.

Students are expected to understand research and writing techniques and documentation styles. The Okanagan School of Business requires the use of the APA or MLA style, but suggests that students cite references using the APA guidelines (see Publication Manual of the American Psychological Association, 7th edition (2019)). A copy of the APA manual is available in the reference section and also available for circulation from OC libraries. The library website has access to these two major citing styles.

What are the Penalties for Plagiarism and Cheating?

The Okanagan School of Business does not tolerate plagiarism or cheating. All professors actively check for plagiarism and cheating and the Okanagan School of Business subscribes to an electronic plagiarism detection service. All incidents of plagiarism or cheating are reported and result in a formal letter of reprimand outlining the nature of the infraction, the evidence and the penalty. The Dean of the Okanagan School of Business and the Registrar record and monitor all instances of plagiarism and cheating. Penalties for plagiarism and cheating reflect the seriousness and circumstances of the offence and the range of penalties includes suspension from OC.