COURSE SYLLABUS
Course: WCOB 2033 Acquiring and Managing Human Capital
Prerequisite: WCOB 1023, WCOB 1033, ECON 2023, and WCOB 1012 each with a grade of "C" or better

COURSE DESCRIPTION:
Study of the process of acquiring and managing Human Capital, focusing on the organizational behavior, legal, economic, and technical issues concerned with business decisions about acquiring, motivating, and retaining employees; emphasis given to the development, implementation, and assessment of policies and practices consistent with legal, social, human, and environmental dynamics.

COURSE OBJECTIVES:
Upon the successful completion of this course, students will be able to:
1. Recognize the importance of human capital in society and in business organizations
2. Understand the challenges inherent to managing human capital effectively
3. Critically assess their knowledge about human capital and the limitations of that knowledge
4. Be proactive in seeking broader knowledge regarding human capital
5. Develop frameworks for taking action when faced with ambiguous human capital challenges
6. Critically assess themselves as human capital and use this information for self development

TEXT:
A custom text is available from U of A bookstore. I will post additional readings to Blackboard throughout the semester.

BLACKBOARD:
Students are required check Blackboard (and the email account linked with Blackboard) every day (https://learn.uark.edu/) for announcements pertaining to the course. I use Blackboard to convey information regarding assignments, power point slides, assigned readings, grades, extra point opportunities, projects, changes to the schedule, etc.

STUDENTS WITH DISABILITIES:
It is the Walton College policy that reasonable accommodations will be made for students with disabilities. Students must request any accommodations from their instructor in addition to requesting accommodations from the Center for Educational Access. Please contact the Center for details on seeking accommodations for disabilities. And please contact me as soon as possible at the beginning of the semester to discuss any accommodations that you will need in this class.

INCLEMENT WEATHER:
Classes will be cancelled according to University policy. To determine if the University is closed due to weather, please check the University website or tune into local radio or television. If class will be cancelled even though the University is open, I will post an announcement on Blackboard.
**ACADEMIC HONESTY:**
Academic honesty and integrity is expected of all students and any form of academic dishonesty will not be tolerated.

“Academic dishonesty involves acts that may subvert or compromise the integrity of the educational or research process at the University of Arkansas, when such acts have been performed by a UA student. Academic dishonesty includes, but is not limited to, any act by which a student gains or attempts to gain an academic advantage for him/herself or another by misrepresenting his/her or another’s work or by interfering with the independent completion, submission, or evaluation of academic work.”

“As a core part of its mission, the University of Arkansas provides students with the opportunity to further their educational goals through programs of study and research in an environment that promotes freedom of inquiry and academic responsibility. Accomplishing this mission is only possible when intellectual honesty and individual integrity prevail.”

“Each University of Arkansas student is required to be familiar with & abide by the University’s ‘Academic Integrity Policy’ which may be found at http://provost.uark.edu/ Students with questions about how these policies apply to a course or assignment should immediately contact their instructor.”

**EVALUATION:**
Attendance: Attendance is important for success in this class. We take attendance randomly throughout the semester and strongly encourage students to attend class every day. Ten percent (10%) of your course grade is based on class attendance.

Class Participation & Homework Activities:
You will have the opportunity to complete many in-class and at-home activities throughout the semester. All of these activities are designed to assist you with learning the course material and studying for exams. Fifteen percent (15%) of your course grade is based on class participation/homework activities.

Exams:
We will administer four (4) exams during the semester (three during the regular term & one comprehensive final). Each regular term exam is worth fifteen percent (15%) of your course grade and the comprehensive final exam is worth thirty percent (30%) of your course grade. Exams are multiple-choice. Electronic devices (calculators, laptops, cell phones) are never allowed during exams. You will perform any necessary calculations by hand. If you miss an exam without an official University Excused absence you will receive a zero (0) on the exam. Makeup exams are strongly discouraged. All makeup exams in this course are essay format.

WCOB Core Common Final Exam Policy: Students are required to take a common final exam in this class at the university scheduled common final exam time: Wednesday, Dec 12th, 6:00-8:00 pm. Please note that we will make exceptions only for students who have a University Excused absence or a specific conflict with another officially scheduled final exam. Final exam times are found on the university final exam schedule. Please note: exceptions will NOT be made for any non-University Excused absence. These include: early-travel departure dates, vacations, business trips, weddings, attending other graduations, oversleeping, etc.
**Course Evaluation Form**

<table>
<thead>
<tr>
<th>Attendance</th>
<th>Weight</th>
<th>Possible Points</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10%</td>
<td>100</td>
</tr>
<tr>
<td>In Class Participation &amp; Homework Activities</td>
<td>15%</td>
<td>150</td>
</tr>
<tr>
<td>Exam I</td>
<td>15%</td>
<td>150</td>
</tr>
<tr>
<td>Exam II</td>
<td>15%</td>
<td>150</td>
</tr>
<tr>
<td>Exam III</td>
<td>15%</td>
<td>150</td>
</tr>
<tr>
<td>Exam IV - Final Exam (Comprehensive)</td>
<td>30%</td>
<td>300</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
<td><strong>1000</strong></td>
</tr>
</tbody>
</table>

**Grading Scale:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>900 - 1000</td>
</tr>
<tr>
<td>B</td>
<td>800 - 899</td>
</tr>
<tr>
<td>C</td>
<td>700 - 799</td>
</tr>
<tr>
<td>D</td>
<td>600 - 699</td>
</tr>
<tr>
<td>F</td>
<td>0 - 600</td>
</tr>
</tbody>
</table>

**COURSE CALENDAR***

*subject to change by the instructor. Any changes will be announced in advance.

Week 1 Aug. 21 - 23  Chapter 1 The Challenge of Human Resources Management
Chapter 4 Equal Employment Opportunity and Human Resource Management

Week 2 Aug. 28 - 30  Chapter 4 continued
Chapter 2, The Markets for Labor, Capital, and Land

Week 3 Sep. 4-6  Chapter 3 Introduction to Macroeconomics
Chapter 5 Personality, Perception, and Attribution

Week 4 Sep. 11-13  Chapter 6, Organizational Culture
Socialization and Training (Slides and Handout Only)

Week 5 Sep. 18-20  Chapter 7 Creating High-Performance Work Systems
Strategy and HR Planning Slides

Week 6 Sep. 25-27  Review
Exam 1, Chapters 1 - 7 and additional slides

Week 7 Oct. 2-4  Chapter 8 Expanding the Talent Pool: Recruitment and Careers
Chapter 9 Employee Selection

Week 8 Oct. 9-11  Chapter 10 Motivation at Work
Chapter 11 Learning and Performance Management

Week 9 Oct. 16-18  Monday and Tuesday, Fall Break, NO CLASS
Chapter 12 Performance management and the Employee Appraisal Process

Week 10 Oct. 23-25  Chapter 13 Managing Compensation
Chapter 14 Pay-for-Performance: Incentive Rewards
Week 11 Oct. 30-Nov. 1  Review
Exam 2, Chapters 8 -- 14

Week 12 Nov. 6 - 8  Chapter 15 Jobs and the Design of Work
Chapter 16 Work Teams and Groups

Week 13 Nov. 13 - 15  Chapter 17 Leadership and Followership
Chapter 18 Attitudes, Emotions, and Ethics

Week 14 Nov. 20-22  Chapter 19, Stress and Well-Being at Work
Thursday, Thanksgiving Break, NO CLASS

Week 15 Nov. 27-29  Employee Turnover (Slides Only)
Review

Week 16 Dec. 4-6  Exam 3, Chapters 15 - 19 and Slides
Review for Final

Wednesday, Dec. 12  Comprehensive Final 6:00 - 8:00 p.m.  Place TBA