

**FACULTY OF SOCIETY AND SCIENCE
STUDY COURSE DESCRIPTION**

Course Title:	Human Resource Development				
Course code (LAIS):	VadZ5034				
Study programme:	Business Environment Administration				
Level of Study programme:	<input type="checkbox"/>	1st level professional higher education			
	<input type="checkbox"/>	Professional Bachelor			
	<input checked="" type="checkbox"/>	Professional Master			
	<input type="checkbox"/>	Academic Master			
	<input type="checkbox"/>	PhD level			
Type of Study programme:	<input checked="" type="checkbox"/>	Compulsory course (Part A)			
	<input type="checkbox"/>	Professional specialization courses (Part B, compulsory)			
	<input type="checkbox"/>	Professional specialization optional courses (Part B, optional)			
	<input type="checkbox"/>	Elective courses (Part C)			
Course Workload:	Credits	ECTS	Academic hours	Contact hours	Independent work hours
	4	6	160	48	112
Course Author/ Tutor:	Inese Ebele , lecturer, Mg.oec., Mg.sc.soc.				
	Vanda Brūvele , guest lecturer, Mg.sc.phil.				
	Irēna Liepiņa , assistant professor, Dr.iur.				
	Ieva Salmane-Kuļikovska , guest lecturer, Dr.sc.soc.				
	e-mail: inese.ebele@va.lv , vanda.bruvele@gmail.com , irena@lsab.lv , ieva.salmanekulikovska@gmail.com				
	Consultation: according to the schedule for each semester				
Study Form:	Full time studies				
Study year, semester:	1 / 1				
Language:	English				
Prerequisites for the Course:	In order to take this course student must first complete the following courses: Humans Resources Management (Bachelor level)				
Course Summary:	<p>Course consists of three major thematic sections:</p> <ul style="list-style-type: none"> - Human Resources Process Management (by Vanda Brūvele) - Labor Law (by Irēna Liepiņa) - Human Resource Development – tools and techniques (by Inese Ebele, Ieva Salmane-Kuļikovska) <p>Integral knowledge and skills in the human resource development and management.</p>				
Assessment:	<p>Independent work; research and presentation – 50% = 25% by Vanda Brūvele + 25% by Inese Ebele (Inese: 5% Enneagram poster, 15% final work, 5% individual ILP plan)</p> <p>Final (home examination) work – 30% (10%+10%+30% Law part)</p> <p>Positive assessment for the final work (examination) is a prerequisite for positive final course assessment (minimum grade 4)</p>				
Requirements for Credits:	<ul style="list-style-type: none"> - All the independent assignments should be submitted in a timely fashion. They should be fulfilled corresponding to the methodological instructions. - All the independent assignments should have a positive assessment. - Active participation in seminars and workshops by taking part in discussions and case studies. - Compulsory attendance of seminars and practical workshops. - Adherence to the ViA Statement of Academic Ethics. 				
Abiding by the Academic Ethics	<p>Students must abide by the academic and research ethics, Vidzeme University of Applied Sciences Ethics Regulations, incl.:</p> <ul style="list-style-type: none"> - study papers must be independently developed; - the study work should reference all statements, ideas and data used that have been authored by someone else; 				

	<ul style="list-style-type: none"> – appropriate data acquisition methods should be used in the acquisition of data, the research ethics must be respected, empirical data must be collected independently and cannot be distorted or falsified; – the examination must be carried out by the student independently, without the use of supporting materials and/or consultations with other students, unless the lecturer states otherwise. <p>In the event of non-compliance with the academic and research ethics, punishment is imposed in accordance with the ViA Ethics Regulations and the study course must be re-taken, unless the punishment is extramarital.</p>																																
Learning Outcomes; the evaluation methods and criteria	<table border="1"> <thead> <tr> <th>Learning Outcomes</th> <th>The evaluation methods and criteria</th> </tr> </thead> <tbody> <tr> <td colspan="2">Knowledge</td> </tr> <tr> <td>Key HR Processes, how to recognize and analyse them at workplace</td> <td>Homework quality, exam</td> </tr> <tr> <td>Key HR competencies</td> <td>Roll play, exam</td> </tr> <tr> <td>Demonstrate an overall understanding of an appropriate scholarly discourse</td> <td>Discussions</td> </tr> <tr> <td>Demonstrate their knowledge related to the course topics and show systematic and critical understanding of theories acquired during the course and their practical applications</td> <td>Coursework, exam</td> </tr> <tr> <td colspan="2">Skills</td> </tr> <tr> <td>Understands key HR development tasks and challenges and how to address them</td> <td>Homework, exam</td> </tr> <tr> <td>Is able to diagnose and analyse typical HR development problems (recruiting, establishing and maintaining productive working relationships, applying different leadership styles, managing change and transition)</td> <td>Homework, exam</td> </tr> <tr> <td>Analyse and evaluate information on the topic of their study, analyse cases and key problems related to the main themes of the course</td> <td>Case studies</td> </tr> <tr> <td>Demonstrate their ability to elaborate their own work-schedule, plan and complete a piece of independent work, and to respond to the feedback from their tutor</td> <td>Coursework, homework, exam</td> </tr> <tr> <td colspan="2">Competency</td> </tr> <tr> <td>Collaboration and conflict management</td> <td>Homework, exam</td> </tr> <tr> <td>Critical evaluation of HR development problems at workplace, understand and explain topics and conceptions related to the course contents</td> <td>Homework, exam</td> </tr> <tr> <td>Prioritizing when encountering complex HR development challenges</td> <td>Exam</td> </tr> <tr> <td>Leadership- able to apply different leadership styles</td> <td>Homework, exam</td> </tr> </tbody> </table>	Learning Outcomes	The evaluation methods and criteria	Knowledge		Key HR Processes, how to recognize and analyse them at workplace	Homework quality, exam	Key HR competencies	Roll play, exam	Demonstrate an overall understanding of an appropriate scholarly discourse	Discussions	Demonstrate their knowledge related to the course topics and show systematic and critical understanding of theories acquired during the course and their practical applications	Coursework, exam	Skills		Understands key HR development tasks and challenges and how to address them	Homework, exam	Is able to diagnose and analyse typical HR development problems (recruiting, establishing and maintaining productive working relationships, applying different leadership styles, managing change and transition)	Homework, exam	Analyse and evaluate information on the topic of their study, analyse cases and key problems related to the main themes of the course	Case studies	Demonstrate their ability to elaborate their own work-schedule, plan and complete a piece of independent work, and to respond to the feedback from their tutor	Coursework, homework, exam	Competency		Collaboration and conflict management	Homework, exam	Critical evaluation of HR development problems at workplace, understand and explain topics and conceptions related to the course contents	Homework, exam	Prioritizing when encountering complex HR development challenges	Exam	Leadership- able to apply different leadership styles	Homework, exam
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Course Compulsory literature:	<p>Bercusson B. European Labour Law, Cambridge University Press, 2009 Bock L. Work Rules! Insights from Inside Google That Will Transform How You Live and Lead”, 2015 Bradberry T., Greaves J. “Emotional Intelligence”, 2009 Labour Market of 21st Century: Looking for Flexibility and Security, The material of the International Scientific Conference 12-14 May, 2011</p>																																

	<p>Laloux F. Reinventing Organizations: A Guide To Creating Organizations Inspired By The Next Stage In Human Consciousness, 2014</p> <p>Lapid-Bogda G. What Type of Leader Are You?, McGraw-Hill Companies, 2007</p> <p>Lapid-Bogda G. Bringing Out the Best in Everyone You Coach: Use the enneagram System for Exceptional Results McGraw Hill Professional, 2009</p> <p>Meyer, E. "The Culture Map: Deciding how People Think, Lead and Get Things Done Across Cultures", New York, 2014</p> <p>Scharmer O., Kaufer K. Leading From Emerging Future: From Ego-System to Eco-System Economies, Berrett-Koehler Publishers; 1 edition, 2013</p> <p>Scharmer O., Senge P. Theory U: Leading From The Future As It Emerges, 2016</p> <p>Wilber K., Patten T., Leonard A., Morelli M. Integral Life Practice: A 21st-Century Blueprint for Physical Health, Emotional Balance, Mental Clarity and Spiritual Awakening, 2008</p>
Course additional literature:	<p>Armstrong M., Taylor S. Armstrong's handbook of human resource management practice, 2017</p> <p>Blanchard K., Johnson S. "The One Minute Manager", 1981</p> <p>Cain S. "Quiet. The Power of Introverts in a World That Can't Stop Talking", 2012</p> <p>Canfield J., Switzer J. The Success Principles: How to Get from Where You Are to Where You Want to Be, William Morrow Paperbacks, 2006</p> <p>Catmull E. "Creativity, Inc.: overcoming the unseen forces that stand in the way of true inspiration", 2014</p> <p>Spencer L., Spencer S. "Competence at Work: Models for Superior Performance", 1993</p>
Course confirmation date:	05.09.2018.
Date of course description update:	31.08.2018.

Study Course Plan:

Date	Theme	Academic hours		Study Form/ Organization of independent work of students and task description
		Contact hours	Independent work hours	
<i>The date is specified before the implementation of the course</i>	<p>Introduction (lecturers, course description and objectives, getting to know each other)</p> <p>I Talent Supply and Management (Doing the Right Thing from the Very Beginning)</p> <p>1. Human Resources role in the organization- development and current challenges</p> <p>2. Competency approach in HR; Talent</p> <p>3. Supply highlights, Providing Correct Compensation to your staff</p>	6	14	Lecture, Case studies
	<p>Individual and collective labour law, system, sources and issues;</p> <p>Employment Contract and similar contracts;</p> <p>Employer's and Employee's responsibilities;</p> <p>Performance;</p> <p>Wage models and Remuneration.</p>	6	14	Lecture, Case studies
	<p>II Developing Organizational Culture and Leadership</p> <p>1. Workplace culture development; Providing and</p>	6	14	Lecture, Case studies, Exercises

	<p>accepting feedback; Generations at work; Different cultures at work.</p> <p>2. Developing relationships at work; Effective 1:1; Performance Evaluation</p> <p>3. Situational Leadership Theory; Solving problem situations and case studies.</p>			
	<p>Employees' financial participation; Working time and Rest time; Health protection; Termination of Labour Relations; Labour Disputes and their resolution. Students will have mini-test in theory and have to solve hypothetical case</p>	6	14	Lecture, Case studies
	<p>III Moving Organization from A to B – How Human Resources can Contribute</p> <p>1. Human Resources role and tasks during Strategy Deployment</p> <p>2. Helping to solve problems – Organization Performance Model</p> <p>3. Human Resources role in Change Management (possible guest lecture by Mecislavs Maculevics on Human Resources role in organization transformation and development)</p>	6	14	Lecture, Case studies
	Talent Development by Enneagram	10	10	Seminar
	Human and Organization Development – Tools and Techniques, U theory, Multiple intelligence, Integral Theory	8	20	Seminar
	Exam	-	12	Case study
	Hours total:	48	112	