# Wayland Logo

Online

School of Business

# 2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 5343-AN01r, Compensation, Benefits, and Performance

# **4. TERM**:

Fall II 2021

# **5. INSTRUCTOR**:

Jeffrey L. Hample, Ph.D.

# **6. CONTACT INFORMATION**:

Office: (907) 375-4517

Cell: (907) 854-4139

Email: hamplej@wbu.edu

# **7. OFFICE HOURS, BUILDING & LOCATION**:

Office Hours 3 – 6, M, T, Th; Parkside Center, Room 101

# **8. COURSE MEETING TIME & LOCATION**:

Online

# **9. CATALOG DESCRIPTION**:

Administration of compensation and benefit system in public and private organizations; concepts, models, and practices; job analysis and design; performance evaluation and measurement of results; integration of training, development and planning with compensation policies.

# 10. PREREQUISITE:

BUAD 5300

# **11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL**:

| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| --- | --- | --- | --- | --- | --- | --- |
| Compensation  | Newman/Gerhardt | 13th | 2020 | McGraw-Hill Rental | 9781-26004-3723 | 7/10/19 |

If your course is using an E-textbook, please note that Wayland Baptist University has partnered with VitalSource to bring “Automatic E-books”, which is a digital copy of the required textbook available on Blackboard.  You can access your textbook approximately one week before class begins.  The prices are very competitive with the market and in most cases below the standard cost.  If your course is using the VitalSource system, once you access the textbook on Blackboard you will be asked if you would like to opt-out.  If you choose NOT to use the VitalSource provided textbook version, you MUST opt-out by the second week of class/census date or you will be charged (and refunds are not available).  The price of the textbook will be billed automatically to your student account.  To check the price of the textbook, please locate your required course material in Blackboard or go to your student services financial area.

Please keep in mind that VitalSource has to work with publishers to get your copy so check your Wayland email daily.  A link may be provided in just a few hours, or it may take a few days.

For student access:

1. Every Course in Blackboard has a link to eTextbook [Vital Source] embedded in the course menu, with basic instructions.
2. Please encourage use of this textbook.  Printed copies will NOT be available through our bookstore.  Students can purchase via Amazon or similar vendor but the cost is usually substantially more expensive.
3. Student will “register,” just like you, to access their library, and opt out if desired.
4. They will be able to read and interact with their textbook from that location.
5. Some Cengage textbooks are just eTextbooks and will have direct Vital Source access in the classroom.  Ask us if you are not sure.
6. IF your course is a Cengage, or Pearson with “access” to special courseware materials [MyLab, Mindtap with special assignments, accounting, etc.] you will need to set up the links to that in your Blackboard Classroom by Day 1 of the term.  Students pay for the textbook and access via VitalSource, and be given a code in most cases, and will need that special link to the special materials you want them to access.  WBUonline can assist you with this if you need help.

# 12. OPTIONAL MATERIALS

Publication manual of the American Psychological Association (APA) (6th ed.) Washington, DC; American Psychological Association

# **13. COURSE OUTCOMES AND COMPETENCIES**:

* Explain the strategic importance of compensation to the achievement of organizational goals.
* Develop techniques for conducting wage and manage an organization’s compensation system through case analysis.
* Discuss how job evaluation and job design fit into the overall compensation and benefits program.

# Assess how employee benefits are developed and administered

# 14. ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University’s external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

# **15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY**:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

# **16. DISABILITY STATEMENT**:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

# **17. COURSE REQUIREMENTS and GRADING CRITERIA**:

|  |  |
| --- | --- |
| A | 450 – 500 |
| B | 400 – 499 |
| C | 350 – 300 |
| D | 300 – 349  |
| F | Below 299 |

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|  |  |
| --- | --- |
| Midterm Exam | 100 points possible |
| Final Exam | 100 points possible |
| Term Paper | 200 points possible |
| Weekly Discussion Questions |  50 points possible  |
| Assignments |  50 points possible |
| **Total Points** | **500 points possible** |

**Midterm Exam:** Midterm exam will consist of a fifty (50) question exam covering aspects of the course to that date. The midterm exam has a total of 100 possible points

**Final Exam:** Final exam will consist of a fifty (50) question exam covering all aspects of the course over the entire semester. The final exam has a total of 100 possible points

**Term Paper:** Student will write a concise 10-page research paper on a compensation topic of your choice. All papers will be double spaced, Times New Roman type, 12 font and strictly follow APA formatting. The term paper has a total of 200 possible points. **Grammar, style, and APA formatting count toward the grade on the writing assignment.**

**Discussion Questions:** Student will respond to the five discussion questions posted in BlackBoard. Each discussion question must contain at least two peer-reviewed references and be written in third person. The student will also respond to the posts of at least two fellow learners each week and must contain at least one peer-reviewed reference per post. The five weekly discussion question has a total of 50 possible points or 10 points per discussion question.

**Assignments:** The student will complete the five written assignments posted on BlackBoard. They are designed to gauge your understanding and learning of a particular learning outcome for the course. You should spend some time with the essays to ensure they are free from excessive grammatical and spelling errors. They require a minimum of 250 words and must be submitted in MS Word format. The five assignments are worth 50 possible points or 10 points per assignment.

**17.1 Include Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

# 18. TENTATIVE SCHEDULE

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| --- | --- | --- |
| **Module**  | **Activities** | **Activities and Assignments** |
| 1 | Review of course syllabusChapter One - Four | Discussion QuestionAssignment |
| 2 | Chapter Five - Eight | Discussion QuestionAssignment |
| 3 | Chapter Nine - Ten | Discussion QuestionAssignment |
| 4 | Chapter Eleven - Twelve | Midterm Exam |
| 5 | Chapter Thirteen - Fourteen | Discussion QuestionAssignment |
| 6 | Chapter Fifteen - Sixteen | Discussion Question |
| 7. | Chapter Seventeen | Assignment  |
| 8. | Chapter Eighteen | Final exam |

# 19. ADDITIONAL INFORMATION

**Student Responsibilities:** Students are responsible for reading, understanding, obeying, and respecting all academic policies, with added emphasis being placed upon academic progress policies, appearing in the Wayland Baptist University Academic Catalog applicable to their curriculum and/or program of study.