

**Course Specification (TQF 3)**

**Subject Code: CIM1122 Title: Innovation Management of Human Resources**

**Innovation Management, College of Innovation and Management**

# Suan Sunandha Rajabhat University Semester 01 Year 2021

**Section 1 General Information**

|  |  |
| --- | --- |
| **1. Subject Code and Title**  |  |
|  Subject code  | CIM1122 |
|  Subject title in Thai  | -  |
|  Subject title in English  | Innovation Management of Human Resources |
| **2.  Number of Credits**  | 3(3-0-6) |
| **3.  Subject Course**  |  |
|  3.1 Curriculum Type  |  Bachelor of Business Administration  |
|   | (Innovation Management in Tourism and Service) (Bilingual Program)  |
|  3.2 Subject Type  |  Major Requirement Courses: Core Courses  |
| **4. Responsible Lecturer**  |  |
|  4.1 Subject Representative Lecturer  | CIM Lecturer |
|  4.2 Teacher  | CIM Lecturer |
|  **5. Contact Point**  | 3rd floor, 37 Building, Suan Sunandha Rajabhat University  |
| **6. Semester / Academic Year**  |  |
|  6.1 Semester  | 1/2021 |
|  6.2 Available for | 40 persons approximately  |
| **7. Pre-requisite subject (If any)**  | No |
| **8. Co-requisite subject (If any)**  | No  |
| **9.   Study Location**  | Suan Sunandha Rajabhat University |
| **10.  Date of preparation or revision**   |  August 1, 2021  |

**Section 2: Goals and Objectives**

# 1. Subject’s Goals

This course describes basic and principles knowledge of innovation on human resource management, provides the understanding of human resource management process and behavior, impact and importance of human resource in organization in the digital era.

**2. The objectives in developing / updating the course**

2.1 Understand managerial roles in human resource affairs.

2.2 Understand human resource management approaches to staffing, performance, compensation, and strategic issues.

2.3 Develop a clear understanding of the specific functions and activities of human resource management by analyzing real life business problems/issues.

2.4 Provide knowledge of contemporary issues and practical techniques associated with effective practice of human resource management.

**Section 3: Description and Work Implementation**

# Course Description

Principles and theories of innovation; the impact of innovation on human resource management; human resource management process; behavior, and importance of human resource in organization; appropriate application of innovation management in the digital era

# 2. Teaching Hours (per semester)

|  |  |  |  |
| --- | --- | --- | --- |
|  **Lecture (hours)**  | **Additional tuition (hours)**  |  **Fieldwork / Training (hours)**  | **Self-Study (hours)** |
| 51 (3 hours x 17 weeks)  | -  |  - | -  |

# 3. Advising Hours and Personnel Academic Advising Hours

3.1 Consult personally at the teacher’s room, 3rd floor, 37 Building, Suan Sunandha Rajabhat University

3.2 Consult through the phone at work / mobile number

 3.3 Consult via electronic mail

**Section 4: Learning Outcomes Development of the Students**

# 1. Morality, Ethics

## 1.1 The development of morality and ethics

(1) Self-discipline, punctuality, and high responsibility for oneself, career and society.

(2) Honesty Demonstration.

(3) Performance of one’s duty with morals and ethics.

(4) Respectfulness towards laws and regulations of the organizations and society.

* 1. **Teaching Methods**

(1) Inquiry-Based Learning: This is a learning process that is based on inquiry or asking questions. Through asking challenging questions learners get intrinsically motivated to start delving deeper to find answers for these questions and in doing so they are exploring new avenues of knowledge and insight.

(2) Assigning the students to learn more outside the classroom about the issues of interest and relating to morality and ethics needed to strengthen so that the study results are used to discuss and share experiences between each other.

##  1.3 Evaluation Methods

(1)Assessing from student’s punctuality of attending classes, submitting assignment on time and attending various activities.

(2) Assessing from student’s demonstration of his/her discipline and readiness in attending extracurricular activities.

(3) The numbers of reports of exam cheating.

(4) Assessing from student’s demonstration of his/her responsibility on the assigned tasks.

# 2. Knowledge

## 2.1 Developing Knowledge

(1) Understand and analyze the principles and basic theories of Innovation management.

(2) Understand and analyze the principles of other sciences related to Innovation management and apply the knowledge or use it as the foundation of Innovation management.

(3) Apply the knowledge to activities relevant to Innovation management.

**2.2 Teaching Methods**

1. Education with focus on providing the students with abilities to learn in the classroom and acquire more knowledge outside the classroom.
2. Education with emphasis on the students’ interest in tandem by getting the students to study more the issues of interest through preparation of reports, determination of issues for group discussions and case studies.
3. Observing activities at prominent agencies, organizations and emphasis on public relations and corporate communications.

## Evaluation Methods

1. Assessment based on behavior, interest and involvement in education, questioning and answering questions.
2. Evaluation based on the results of study, research, group reports, group discussions, analysis of case studies and organizing co-curricular activities.
3. Evaluation based on the results of practicing organizing special events such as press conference, listening to lectures and workshops.
4. Assessment based on the final exams, including the results of assessing the teacher at the end of the semester.

# 3. Cognitive Skills

**3.1 Developing Intellectual skills**

(1) Ability to remember, understand, apply, analyze and synthesize, evaluate and create knowledge from the academic principles that have been studied.

(2) Ability of solving problems in Innovation management by using all principles that have been studied as references appropriately.

 (3) Having curiosity of searching new knowledge at all time.

## 3.2 Teaching Methods

1. Education that focuses on providing the students with abilities to learn in the classroom and acquire more knowledge outside the classroom.
2. Education with focus on the students’ interest in tandem by getting the students to study additionally the issues of interest through preparation of reports, determination of issues, group discussions and case studies.
3. Education with emphasis on the exchange of knowledge and experiences between the teacher and students and between the students and students.
4. Focus on practicing and participation in co-curricular activities to integrate the knowledge into practice concretely.

## Evaluation Methods

1. Assessment based on behavior, interest and participation in education, questioning and answering questions.
2. Evaluation based on the results of study, research, group reports, group discussions, analyzing case studies and reporting.
3. Evaluation of practicing and participation in co-curricular activities to integrate the knowledge.
4. Evaluation based on answering review questions of the chapter and at the end of the semester, including the results of assessing the teacher at the end of the semester.

# 4. Interpersonal Skills and Responsibility

## 4.1 Developing Interpersonal Skills and Responsibility

 (1) Working well with others.

(2) Being responsible for the assigned tasks.

(3) Adjusting one’s self well to the context and organizational culture in which the students take professional practice.

(4) Possessing good human relationship with co-workers in the organization and public and possessing leadership ability.

## Teaching Methods

1. Incorporating experiences, including related and actual events in the society to explain in support of education.
2. Study by analyzing case studies related to interpersonal relationships and responsibility.
3. Practicing group work such as reports, discussions, special projects or business models.
4. Using a teaching method typical of role playing to encourage the students to have realistic experience.
5. Education with focus on the exchange of knowledge and experiences between the teacher and students and between the students and students.

## 4.3 Evaluation Methods

1. Evaluation based on participation in education, questioning and answering questions.
2. Evaluation based on the analysis of case studies.
3. Evaluation based on practicing group work.
4. Evaluation based on the conclusions and results of role playing.

# 5. Skills in Numerical Analysis, Communication and Using Information Technology

## 5.1 Skills in Numerical Analysis, Communication and Using Information Technology needed to Develop

(1) Applying skills of English language in explaining principles as well as the gravity of the situation and communicate effectively.

(2) Using information technology to collect data and producing reports together with report presentation.

(3) Possessing basic mathematics and statistics knowledge and using this knowledge to analyze the situation and conduct presentation.

(4) Using English as a tool for communication appropriately.

## Teaching Methods

1. Incorporating experiences as well as related and actual events in the society.
2. Study by analyzing case studies related to interpersonal relationships and responsibility.

## 5.3 Evaluation Methods

(1) Evaluation based on involvement in education, questioning and answering questions.

(2) Assessment based on the analysis of case studies.

(3) Evaluation based on Blog Facebook and Website assigned to the students.

(4) Evaluation based on the results of learning outside the classroom and discussions to share experiences.

**Notes**

Symbol ● represents the main responsibility.

Which will appear on the map showing the distribution of responsibilities, learning outcome standard from the curriculum to course (Curriculum Mapping)

**Section 5: Teaching Schedule and Evaluation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Week**  | **Topic / Details**  | **No. of hours**  |  | **Educational Activities / Mediums for Use**  | **Lecturer**  |
| 1  | **Chapter 1** Introduction to Human Resource Management | 3  |  | * Lecture
* Work book: Exercise
* Questions & Answers
* Active learning
 | CIM Lecturer |
| 2  | **Chapter 2** Equal Opportunity and the Law | 3  |  | * Lecture
* Questions & Answers
 | CIM Lecturer |
| 3  | **Chapter 3** The Managers Role in Strategic Human Resource Management | 3  |  | * Lecture
* Work book: Exercise
* Questions & Answers
* Active learning
 | CIM Lecturer |
| 4  | **Chapter 4** Job Analysis | 3  |  | * Lecture
* Questions & Answers
* Group activity
* Group assignment
 | CIM Lecturer |
| 5  | **Chapter 5**Personnel Planning and Recruiting | 3  |  | * Lecture
* Questions & Answers
* Active learning
 | CIM Lecturer |
| 6 | **Chapter 6** Employee Testing and Selection | 3 |  | * Lecture
* Work book: Exercise
* Questions & Answers
 | CIM Lecturer |
| 7 | **Chapter 7**Interviewing Candidates | 3 |  | * Lecture
* Questions & Answers
* Group activity
* Group assignment
 | CIM Lecturer |
| 8 | **Midterm Exam** | CIM Lecturer |
| 9  | **Chapter 8**Training and Developing Employees | 3 |  | * Lecture
* Questions & Answers
* Group activity
* Group assignment
 | CIM Lecturer |
| 10 | **Chapter 9**Performance Management and Appraisal | 3 |  | * Lecture
* Work book: Exercise
* Questions & Answers
* Active learning
 | CIM Lecturer |
| 11 | **Chapter 10**Coaching, Careers, and Talent Management | 3 |  | * Lecture
* Questions & Answers
 | CIM Lecturer |
| 12 | **Chapter 11**Pay for Performance and Financial Incentives | 3 |  | * Lecture
* Questions & Answers
* Group activity
* Group assignment
 | CIM Lecturer |
| 13 | **Chapter 12**Ethics, Justice, and Fair Treatment in HR Management | 3 |  | * Lecture
* Questions & Answers
* Digital media
 | CIM Lecturer |
| 14 | **Chapter 13**Labor Relations and Collective Bargaining | 3 |  | * Lecture
* Questions & Answers
 | CIM Lecturer |
| 15 | **Chapter 14** Employee Safety and Health | 3 |  | * Lecture
* Work book: Exercise
* Questions & Answers
* Digital media
 | CIM Lecturer |
| 16 | **Presentation and Review all of theories and analysis tools in each science, and review the group assignment and Case study.** | 3  |  | * Presentation
* Group activity
* Questions & Answers
 | CIM Lecturer |
| 17 | **Final Exam** | CIM Lecturer |

# 2. Plan for Evaluating the Learning Outcomes

*(Specify the ways to evaluate the results of learning each sub topic as shown on the map showing the distribution of responsibilities of the course.)*

|  |  |  |  |
| --- | --- | --- | --- |
|  **Learning Outcomes**  | **Ways to Assess the Learning Outcomes**  |  **Week of Evaluation**  | **Proportion of Evaluation**  |
| Ch 1-14  | Behavior and participation in the classroom  | Every week  | 10  |
| Ch 1,3,6,9,14 | An individual practice, and Assignments. | 1,3,6,10,15 | 10  |
| Ch 7,8,11 | Group activities, and Group assignments.  | 7,9,12,16  | 20  |
| Ch 1-7 | Midterm exam  | 8  | 30  |
| Ch 8-14 | Final exam  | 17  | 30 |

**Section 6: Teaching and Learning Resources**

# Main Textbooks and Documents

* Noe, R. A., Hollenbeck, J. R., Gerhart, B. A., & Wright, P. M. (2017). Fundamentals of human resource management (7th ed.). McGraw-Hill Education.
* Raymond J. Stone, Anne Cox, Mihajla Gavin. (2020). Human Resource Management (10th Edition). New Jersey: Wiley.
* Gary Dessler. (2017). Human resource management (15th ed.). Boston: Pearson.

**Section 7: Evaluation and Improving the Implementation of the Course**

# 1. Strategies to Evaluate Effectiveness of the Course by Students

 1.1 The Curriculum Management Committee jointly considers the guidelines for measurement, evaluation and exam papers.

 1.2 Explaining the importance of improving the course and the roles of students to the students for evaluating effectiveness of the course as stakeholders of course management.

 1.3 Promoting evaluation of potential before and after learning by the students themselves.

 1.4 Creating the atmosphere of exchanging views on effectiveness of the course between the students and the teacher during the semester.

#  2. Strategies for Teaching Assessment

 2.1 Assessment by mainly focusing on participation of the students, e.g. consideration based on behavior and involvement of students.

 2.2 Assessment by the viewpoints of the teacher such as evaluating the potential for teaching according to the stipulated teaching plan, consideration based on the teaching and learning atmosphere.

 2.3 Assessment based on the students’ learning outcomes.

 2.4 Consideration based on the teaching assessment of students.

# 3. Teaching Improvement

 3.1 Processing data from the teaching evaluation under Section 2 to summarize the weaknesses, strengths, problems, obstacles and proposals so as to improve teaching.

 3.2 Doing research in the classroom to develop the model and methods of teaching.

 3.3 Seeking and improving the teaching techniques and mediums, including creating the teaching and learning atmosphere.

 3.4 Consideration by the Curriculum Management Committee.

# 4. Verification of Achievement Standard of Students in the Course

 4.1 Consideration by the Curriculum Management Committee.

 4.2 Consideration of consistency between the learning results and the quality of group work and individual work assigned to the students throughout the semester.

4.3 Assessing the appropriateness of teaching management plan, educational activities, assignments, measurement and evaluation of learning results and description of the course and the course’s objectives.

4.4 Cooperation with the teacher of the next course in evaluating the results of learning the previous course.

# 5. Action to review and plan the improved effectiveness of the course

 5.1 Examination of the information from assessment under Chapter1-14 to summarize the issues that need improvement, correction or promotion for having the enhanced standards.

 5.2 Study of information about both academic and professional changes.

 5.3 Planning for improving effectiveness of the course, taking action to implement and evaluate regularly.

 5.4 Presentation to the Curriculum Management Committee for joint consideration.

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**Curriculum Mapping for responsibility distribution, standardized learning outcomes from courses to subjects (Curriculum Mapping)**

**As shown in the Program details (Program Specification) TQF 2**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Syllabus** | **Morality, Ethics** | **Knowledge** | **Cognitive Skills** | **Interpersonal Skills and Responsibility** | **Skills in Numerical Analysis, Communication and Using Information Technology** | **Other skills** |
|
| ● **Main responsibility** ○ **Minor responsibility** |
| **Core course** | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 |
| **Subject Code:** CIM1122 | ○ | ● | ○ | ○ | ● | ○ | ● | ○ | ○ | ● | ● | ○ | ○ | ○ | ○ | ● | ○ | ○ | ○ | ○ | ○ |
| **Title:** Innovation Management of Human Resources |

 \*\* Responsibilities in each area can be increased and decreased according to responsibility.