

# 北大光华管理学院课程大纲

课程编号: 02813200                      授课对象: IPHD students, HR/OB major  
课程名称: 人力资源管理专题              英文名称: Advanced Topics in HRM  
周学时/总学时: 3/36                      学    分: 2  
任课教师: Fanmin Kong and Yichi Zhang  
开课学期: Spring, 2013  
先修课程: HRM seminar, OT and OB seminars

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Seminar Venue: Classroom 219, GSM Building #1

Seminar Session Time: 13:00 – 16:00, Monday, February 28 – May 9, 2013

## 任课教师联系方式:

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## 辅导、答疑时间:

Office Hours: 14:00 – 16:00, on Wednesdays, free walk-in open to the seminar participants; else and others by appointment.

## 一、项目培养目标

学习目标 1 系统掌握从事学术研究所需要的专业知识及理论。

具体目标 1、系统掌握本学科基础知识及基本理论

具体目标 2、掌握本学科前沿知识和理论、具有足够的相关领域的知识

具体目标 3、熟练掌握本学科的研究方法

学习目标 2 具有从事创新性研究的能力；能够撰写并发表高质量的毕业论文和学术论文

具体目标 1、撰写高质量的毕业论文和学术论文

具体目标 2、具有高水平的分析能力和批判思维能力，能够创造性地解决问题

学习目标 3 具有宽阔的国际视野，能够与国际学者进行交流、合作的能力。

具体目标 1、具有优秀的口头交流和文字交流能力

具体目标 2、能够熟练地运用至少一门外语进行学术交流与沟通

学习目标 4 了解学术伦理，具有强烈的社会责任感、关注社会问题

具体目标 1、了解社会责任感的重要性

具体目标 2、了解学术生涯中的学术道德问题

具体目标 3、关注现实社会问题

## 二、课程概述

Advanced Topics in Human Resources Management is a seminar course designed for the second or third year IPHD students majored in HR/OB in Guanghua School of Management at Peking University. Built upon the HRM Seminar course provided last semester, advanced topics in HRM emphasizes more on the balance between practices and theories and thus invoke the seminar participants' deep interests in either academic or practical arenas. To some extent, our discussions on the selected HR topics are rather practice-oriented. Thus, we would focus on the HR rules, principals, policies, procedures, and practices (RPPs) adopted in the firm. In particular, we would like to explore systematically on how those RPPs are determined, how they are designed, and most importantly, how they are implemented in the workplace. Following the Minnesota Model, we are going to examine important topics such as Staffing, Training, and Development of Human Resources, Work Design and Analysis, Performance Management, Compensation and Benefits Management, Employment Relations, Work and Family Conflicts, E-HR, and International HRM. Like before, this seminar will also be delivered in guided discussion sessions, and your consummate effort and active participation are strongly encouraged.

## 二、课程目标（包括学生所提高的技能要求）

Seminar participants are expected to understand, make critical observations and comments on, and gain creative insights in, the selected issues examined in this seminar. You will also be able to organize, present, and justify a recommendation while leading or participating discussion sessions. Our main purpose of designing and delivering the Advanced Topics in HRM is to expose participants to the various techniques and procedures of HR activities. Furthermore, we shall always challenge seminar participants to link the related theories with HR practices, and vice versa. Specifically, we would like to instruct graduate students the following knowledge and skills: how did HR practitioners to approach their questions, establish a guiding framework to design various practices, and check their effectiveness? How do the employees react to implementation of the HR practices in their workplace? And hopefully, after this course all dedicated participants are able to significantly cut their try-error time in pursuing a role as HR professionals, should they choose to go to business world rather than academia. Of course, for those who want to make HR as their doctoral major and devote themselves into research, this seminar should largely enhance their understandings about the essence of conducting scientific research in the fields.

## 三、内容提要及学时分配

This is a tentative schedule, given the fact that there are numerous papers in HRIR deemed must-to-read. I will make adjustments among weeks, if most of us think that necessary.

**Week 1: February 28, 2013**

Course Introduction and Administrative Issues about the Seminar

- The Importance of HR to the firm
- The Role of HR Managers
- New Trends: International HR and E-HR

Discussion Leader:

**Week 2: March 7, 2013**

HRM Supporting Activities

- Legal Compliance
- HR Planning
- Job Design, Job Analysis and Rewards

Discussion Leader:

**Week 3: March 14, 2013**

Staffing: Recruiting, Selection, and Employment (I)

- The Nature of Staffing: Models and Strategies
- Internal and/or External Recruiting

Discussion Leader:

**Week 4: March 21, 2013**

Staffing: Recruiting, Selection, and Employment (II)

- Selection
- Employment
- Retention Management

Discussion Leader:

**Week 5: March 28, 2013**

Employee Training and Development

- Planning

- Designing
- Training Method
- Implementation
- Evaluation

Discussion Leader:

**Week 6: April 4, 2013.** Seminar cancelled due to National Holiday for Qingming Day. However, this session will be made up or deferred correspondingly.

Compensation & Benefits (I): Employees

- Pay Model and Strategy
- Components, Levels, and Structure

Discussion Leader:

**Week 7: April 11, 2013**

Compensation & Benefits (II): Managers

- Executive Compensation Model and Strategy
- Executive Pay Variation across Countries, Industries, and Firm Size

Discussion Leader:

**Week 8: April 18, 2013**

Performance Evaluation and Feedbacks

- Planning and Strategy
- Road Map for Production and Sales Forces
- Road Map for Functional and Supporting Divisions
- Practices in and outside China

Discussion Leader:

**Week 9: April 25, 2013**

Occupational Safety and Health Management

- Morality in HRM
- Safety Hazards in the Workplace
- Safety Production and Intervention
- Safety Climate and Culture

Discussion Leader:

**Week 10: May 2, 2013.** Seminar cancelled due to National Holiday for Labor Day. However, this session will be made up or deferred correspondingly.

Work and Family Life Balance

- Career Path and Personal Life
- Conflict Patterns and Solutions
- Individual Labor Division for a Career: Successful Businesswomen

Discussion Leader:

**Week 11: May 8, 2013**

Labor-Management Relations, Unionization, and Collective Bargaining

- Labor Problems
- Grievance Procedure and Due Process
- Bargaining Models
- Efficient Employment Relations

Discussion Leader:

#### 四、教学方式

Discussion sessions will be the primary conducts for this doctoral seminar.

#### 五、教学过程中 IT 工具等技术手段的应用

We don't need fancy IT technologies in this course, except that we may show students some multimedia materials which may invoke research questions.

#### 六、教材

Selected journal papers from ILRR, IR, AOMJ, HRMR, JEBO, OS, ASQ, etc.

Cases will be chosen from various publications and media worldwide.

#### 七、参考书目

1. Ivancevich, John M. 2008. *Human Resources Management*, 10<sup>th</sup> Edition. The McGraw-Hill Companies, Boston.
2. Heneman, Herbert G., Timothy A. Judge. 2008. *Staffing Organizations*, 6<sup>th</sup> Edition. The McGraw-Hill Companies, Boston.

3. Milkovich, George T., Jerry M. Newman. 2007. *Compensation*, 9<sup>th</sup> Edition. The McGraw-Hill Companies, Boston.
4. Noe, Raymond A. 2011. *Employee Training & Development*, 5<sup>th</sup> Edition. The McGraw-Hill Companies, Boston.

八、教学辅助材料，如 CD、录影等

建议访问网站：

中国教学案例网：[Http://www.cctc.net.cn](http://www.cctc.net.cn)

中人网：[Http://chinahrd.net](http://chinahrd.net)

《环球企业家》：[Http://www.gemag.com.cn](http://www.gemag.com.cn)

《商学院》：[Http://news.cb.com.cn/html/34/category-catid-134.html](http://news.cb.com.cn/html/34/category-catid-134.html)

九、课程学习要求及课堂纪律规范

All registered seminar participants have to follow the course schedule agreed upon first lecture, and prepare the discussion as required in advance. Students who skipped the classroom meeting three times for no legitimate reasons will fail this course, and must retake it next academic year.

十、学生成绩评定办法（需详细说明评估学生学习效果的方法）

Course grade: 50% paper, 30% active participation plus home works, 20% presentations. The paper will be evaluated for the thoroughness of ideas, the care taken in exploring actual cases in light of theoretical concepts, clarity of exposition, and the general presentation of ideas. Participation will be evaluated for the extent of preparation for class discussion and active participation in it. The presentations will be evaluated for clarity, and for responsiveness to questions and comments.