

ROWAN COLLEGE CURRICULUM COMMITTEE

90-97-34



PROPOSAL TITLE: Human Resource Information Systems 0506-318

UNDERGRADUATE  GRADUATE 3 CREDIT HOURS

SPONSOR(S): Robert S. Fleming

DEPARTMENT & TELEPHONE# Management / Mrs

CHECK ONE:  COURSE  MINOR PROGRAM  CONCENTRATION  SPECIALIZATION  
 ACHIEVEMENT CERTIFICATE  CERTIFICATION PROGRAM  MAJOR PROGRAM

<p>STEP #1 (DEPARTMENT)</p> <p><input checked="" type="checkbox"/> APPROVED/DATE: <u>John [unclear]</u> DEPT. CURRICULUM CHR.</p> <p><input checked="" type="checkbox"/> REVIEWED/DATE: <u>Maria Hamilton</u> DEPT. CHR.</p>	<p>STEP #2 (RECEIPT)</p> <p>SCC# <u>96-97-135</u> <u>32</u></p> <p>DATE RECEIVED: <u>2-20-96</u></p> <p><u>Ronald J. Gorham</u> SENATE CURRICULUM CHR.</p>	<p>STEP #3 (SCHOOL)</p> <p>REVIEWED DATE:- <u>11/7/96</u></p> <p><input checked="" type="checkbox"/> RECOMMEND TO APPROVE <input type="checkbox"/> RECOMMEND NOT TO APPROVE</p> <p>FORWARD FOR OPEN HEARING <input checked="" type="checkbox"/> WITHOUT RESERVATIONS <input type="checkbox"/> WITH RESERVATIONS</p> <p>COMMENTS: <u>[Signature]</u> SCHOOL COMMITTEE CHR.</p>
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STEP #4 (ACADEMIC DEAN) COMMENTS:

RECOMMEND  
 NOT RECOMMEND  
 CONDITIONALLY RECOMMEND (SEE COMMENTS)

DATE & SIGNATURE, DEAN OF SCHOOL [Signature] 11/13/96

STEP #5 (SENATE CURRICULUM COMMITTEE)

DATE OF OPEN HEARING 2-2-96-T

APPROVED BY SENATE CURRICULUM COMMITTEE (DATE) \_\_\_\_\_

RETURNED TO SPONSOR(S) FOR THE FOLLOWING REASONS:  
\_\_\_\_\_  
\_\_\_\_\_

SENATE  
NOV 13  
RECEIVED

STEP #6 (SENATE)

DATE PRESENTED TO SENATE \_\_\_\_\_  APPROVED  NOT APPROVED

NOTIFICATION TO EXECUTIVE VICE PRESIDENT/PROVOST (DATE) \_\_\_\_\_

SENATE CURRICULUM COMMITTEE CHAIR SIGNATURE/DATE Ronald J. Gorham 5/4/97

STEP #7 (EXECUTIVE VICE PRESIDENT/PROVOST)

DATE RECEIVED \_\_\_\_\_

APPROVED:  YES  NO

IF NO, REASONS ARE AS FOLLOWS:

STUDENT CREDIT HOURS \_\_\_\_\_

FACULTY LOAD HOURS \_\_\_\_\_

EQUALIZED CREDIT HOURS \_\_\_\_\_

OFFICIAL COPY & APPROVAL SHEET FILED (DATE) \_\_\_\_\_

SIGNATURE, EXECUTIVE VICE PRESIDENT/PROVOST *[Signature]*

REGISTRAR

DATE APPROVED COURSE DESCRIPTION RECEIVED 6 June 97

HEGIS TAXONOMY AND COURSE NUMBER ASSIGNED 0506.318

DATE/SIGNATURE OF REGISTRAR *B. K. Kelway*

NOTIFICATION FORWARD:

SENATE CURRICULUM COMMITTEE CHAIRPERSON

DEPARTMENT CHAIRPERSON(S)

ACADEMIC DEAN(S)

REGISTRAR

SPONSOR(S)

SCHOOL OF BUSINESS ADMINISTRATION  
Management/MIS Department

New Course Proposal  
Human Resource Information Systems

Details

- a. **Course Title:** Human Resource Information Systems
- b. **Sponsor:** Robert S. Fleming, Management/MIS Department
- c. **Credit Hours:** 3
- d. **Course Level:** Junior (300 level)
- e. **Curricular Effect:** Elective course would be particularly useful for students specializing in Management Information Systems or Management.
- f. **Prerequisites:** Computer Literacy and Management of  
  
Human Resources (or permission of instructor)
- g. **Suggested Time of Implementation:** Fall 1997
- h. **Adequacy of Staff and Resources:** Proposal sponsor has done extensive work in this area, including the development of a human resource database that will be utilized in the course. No additional resources will be required.
- i. **Library Resources:** Current library resources and resources available through the Internet are adequate.

2. Rationale

The managers and leaders of contemporary organizations recognize that human resources play an integral role in determining organizational effectiveness and efficiency. Most contemporary organizations utilize a human resource information system (HRIS) as a decision making tool. Human resource managers face many challenges as they make a variety of crucial human resource decisions for which human resource information systems can provide needed decision making support. Information system professionals must be prepared to design effective and efficient human resource information systems. This course will provide students with a working knowledge of the design, implementation, use, and evaluation of human resource information systems.

The course is intended to create a laboratory experience in which MIS students provide service to managers as they will do so often throughout their careers. MIS students will already be proficient in the DBMS, they will learn about manager's information needs to support effective decision making. The course will provide each group of students the opportunity to develop the knowledge and skills necessary to perform their respective roles within an organization.

### 3. Essence of the Course

#### a. objectives:

- I. Students will gain in-depth knowledge regarding the structuring, implementation, use, and evaluation of human resource information systems.
- II. Students will gain knowledge in the decision making criteria associated with each of the functional areas of human resource management and the specific types of information that a human resource information system can supply to support each decision making area.
- III. Students will develop research skills through use of the library, computer resources, and field research.
- IV. Students will gain knowledge of the use of human resource information systems in contemporary organizations.
- V. Students will gain in-depth skill in the use of a human resource information system as a decision making tool.

- b. **Course Content:** The course will examine the various activities within the contemporary human resource management function. After a basic review of human resource management, the course will examine human resource information systems as study of the tool. Students will be exposed to a variety of PC-based human resource management system packages. Students will use a human resource database to make a number of human resource decisions throughout the semester.

The course will be conducted as a seminar. Students will be expected to engage in supplemental reading, library and computer research, and field research, and to relate their findings to other class members. These research activities will involve (1) organizational human resource information system implementation and experiences, (2) human resource information system software reviews, and (3) the use of human resource information systems to support specific human resource management decisions.

The course will require each student to make a series of human resource decisions, utilizing a human resource database. These assignments will address the various functional areas of human resource management including recruitment and selection, promotion, succession

planning, compensation, benefits, training and development, and career planning. Students will be required to submit a series of papers, each of which will relate and justify a particular human resource management decision.

c. **Evaluation and Grading Procedure:**

The basis for student evaluation will include a series of written assignments requiring the student to prepare a written recommendation and make a supporting oral presentation, and a series of research assignments requiring the student to prepare a written position paper and make a supporting oral presentation.

d. **Course Evaluation:**

The course will be evaluated using several outcomes assessment measures and student course evaluations.

4. Results of Consultation

Faculty of the Management/MIS Department have been consulted and are in agreement with the proposal.

## Catalog Description

### Human Resource Information Systems

Prerequisites: Computer Literacy, 0701.100 Management of Human Resources, 0506.302

This course will provide students with a working knowledge of the structuring use, and evaluation of human resource information systems.