HR 5833-491: Human Resource Development

Course Description:

Study of the set of systematic and planned activities designed by an organization to provide its employees with the necessary skills to meet current and future job demands: learning and human resource development (HRD), needs assessments, task analysis, designing and implementing professional development programs, evaluating training programs, career development, and organizational development.

Course Dates:

November 1 – December 31, 2020
Last day to enroll or drop without penalty: October 3, 2020

Site Director:

This is a three-credit hour online course. Please see your local Site Director or email our online site coordinator at aponline@ou.edu

Professor Contact Information:

Course Professor:	Marilyn Y. Byrd, Ph.D., MBA
Mailing Address:	601 Elm, Room 704
	Norman, OK. 73019
Telephone Number:	405-325-6405
E-mail Address:	Marilyn.Y.Byrd-1@ou.edu
Professor availability:	Online office hours will be posted to the course website.

Textbook(s) and Instructional Materials:

Student materials are available at the OU Bookstore Website at https://ou.textbookx.com/institutional/index.php. There is no longer a physical bookstore, the store will remain, but textbooks will not be stocked. The website has book selling, renting, buying, returning, and order tracking capabilities. If you need help with an order, or if you have any questions contact the toll-free phone at 1-(855)-790-6637, agents are available from 9a – 5p (EST) Monday – Friday. For more information or questions about textbooks, feel free to contact apsyllabi@ou.edu. Text prices are available online

Required Text and Readings:

1. Human Resource Development, 2nd Ed., by David McGuire. ISBN: 9781446256619
   Copyright Year: 2014; Publisher: Sage Publications
2. Additional materials and detailed instructions for assignments as noted in the description of learning activities will be posted on the OU Canvas.

Required Software:

You will need to have Adobe Acrobat Reader and Adobe Flash Player installed on your computer in order to access course documents and videos. If you do not yet have them installed, you can download them here:
1. Adobe Acrobat Reader: http://get.adobe.com/reader/
2. Adobe Flash Player: http://get.adobe.com/flashplayer/

OU Email:

All official correspondence from instructors will be sent only to students' ou.edu address.

Online Orientation:

The College of Arts and Sciences offers an online orientation for students who are enrolled in online or blended courses. The purpose of the orientation is to ensure that students are well prepared both technically and practically to take online courses. The orientation can be found on their website at: http://www.ou.edu/content/cas/online/student-online-orientation.html

The College of Arts and Sciences Online and Academic Technology Services office is here to assist you with any questions, problems, or concerns you may have. For assistance visit their website at http://www.ou.edu/content/cas/online/student-information.html or contact them by telephone at: (405) 325-5854 or email: casonline@ou.edu

Course Objectives:

At the end of the course, you should be able to:
1. Describe varying definitions of HRD, the historical evolution of HRD, roles and competencies, and trends influencing the profession and practice of HRD;
2. Explain the theoretical foundations of the discipline of human resource development.
3. Critically reflect upon various theories, models, and research and develop a personal perspective about the relevance, appropriateness, and potential of human resource development theory and practice in contemporary organizations and institutions.
4. Examine organizations and the HRD function from individual, group, and organizational perspectives.
5. Discuss and describe core concepts related to career development.
6. Experience group dynamics through collaborative learning projects, group discussion, and writing assignments.
7. Further develop research, writing, critical thinking, and referencing skills as well as model many effective HRD skills and competencies.

Course Outline:

Post initial response to discussion board by Thursday, 11:59 pm; peer response by Sunday, 11:59 pm

Week beginning	Chapter Readings	Deliverable
Nov. 2, 2020	Introductory Post Human Relations and Human Resources Chapter 1: Foundations of HRD	DQ#1
Nov. 9	Chapter 2: Adult Learning Theories; Chapter 4: Career Development	DQ#2
Nov.16	Chapter 5: Identity and Diversity	DQ#3
Nov. 23	Chapter 6:Training & Development; Chapter 7: Training Outcomes	DQ#4; **Case study paper due to Canvas by Sunday, Nov. 29, 11:59 pm.**

Week beginning	Chapter Readings	Deliverable
Nov. 30	No discussion this week; work on ppt **Exam #1 covers Chapters 1, 2, 4, & 5, 6, 7, and supplemental material**	**Exam #1 available Monday, Nov. 30, 8:00 am to Sunday, Dec.6, 11:59 pm**.
Dec.7, 2020	Chapter 8: Performance Management & Chapter 9: Strategic HRD	DQ #5
Dec. 14	Chapter 10: Organizational Learning	DQ#6
Dec. 21	Chapter 12: Leadership Development	DQ#7
Dec. 28	Power point presentations posted to the Discussion Board **Exam #2 covers Chapters 8, 9, 10, 12 and supplemental material**	DQ#8. **Exam #2 available Monday, Dec., 28, 8:00 am to Thursday, Dec. 31, 11:59 pm.**

Assignments, Grading, and Due Dates:

Learning Activities and Assessment

(Note: Each of these activities are described in more detail under the course "Modules")

Evidence Based Discussions

You will respond to weekly posted discussions. Please note the first week's post will consist of an introduction and a response to discussion question #1. **You are required to respond to the posted discussion statement by Thursday of each week no later than 11:59 pm. A response to a peer is due before the discussion board closes on Sunday at 11:59 pm.**

I use an **evidence based learning format** for online courses. This means that discussions are not based on speculation or opinions but are informed by citing the textbook readings and other credible, evidence based, scholarly sources. Practical work experience is welcomed as an example to *supplement* textbook examples. A more detailed explanation along with grading criteria for discussions is contained in the module titled: Evidence Based Discussions on the course website. This is an interactive assignment. You will not be able to pre-post to the discussion board or post after it closes. **350 pts**

Case Study Paper.

You will write a 3 to 4-page critical analysis of a case that relates to the practice of HRD. Explicit details for content and format of paper will be contained at the course website. **100 pts.**

Topics in HRD.

This assignment requires you to design and post a power point presentation on current/emerging issues in HRD. You will be required to select an article from *Advances in Developing Human Resources* journal to develop your presentation. You will not be able to access the articles directly from the journal website. You will find an illustration on how to locate articles from the journal via the OU Library database. (See course Modules). Your ppt. will be uploaded to a designated spot on the discussion board as DQ#8. Complete instructions and rubric for this assignment will be available on the course website. **150 pts**.

Exam I.

Online exam consisting of 50 objective type questions covering the chapter readings and supplemental material covered. You will have 2 hrs. to complete the exam. Available **Monday, Nov. 30, 8:00 am to Sunday, Dec. 6, 11:59 pm. 175 pts**

Exam II.

Online exam consisting of 50 objective type questions covering the chapter readings and supplemental material covered. You will have 2 hrs. to complete the exam. Available **Monday, Dec., 28, 8:00 am to Thursday, Dec. 31, 11:59 pm 175 pts**

Overview of Grade Requirements:

Weekly Discussions	350 pts
Case Study Paper	100 pts
Topics in HRD ppt.	150 pts
Exam 1	175 pts
Exam 2	175 pts
Total	**950 pts**

This is a letter-graded course: Points earned will be based on the following letter grade equivalency (rounding will be applied as needed): 855-950=A; 760-854=B; 660-759=C; below 660=F'

Grading:

This is a letter-graded course: A, B, C, D, or F.

Notice: Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.

Policy for Late Work:

Please contact the professor regarding his/her policy for late work

Attendance Policy:

In addition to interaction via Canvas and email contact, students are required to contact the instructor via email or telephone **before** the beginning of the course term for an initial briefing. Although physical class meetings are not part of this course, participation in all interactive, learning activities is required.

Student assignments and student/instructor communications will be conducted via Canvas, although students may contact the instructor via telephone, postal mail, email, or fax as needed

Incomplete Grade Policy:

A grade of "I" is not automatically assigned, but rather must be requested by the student by submitting to the instructor a "Petition for and Work to Remove an Incompleted Grade" form. An "I" can never be used in lieu of an "F" nor can an "I" be assigned because of excessive failure to participate in class activities.

Technical Support Information:

If you experience technical problems, contact Information Technology by visiting their website at: http://webapps.ou.edu/it/ or contacting them by telephone at: (405) 325-HELP (4357).

Posting Difficulties: Files which do not post correctly to the dropbox or responses which do not correctly post on the discussion board will not be accepted for a grade. If your file does not post (you are timed out, for example), becomes corrupted, contains a virus, or if your response is blank/partial, you should re-post prior to the deadline so that you may receive a grade. Always check to see that your response or file has correctly posted before you exit Canvas. All files should be saved in doc, docx, or rtf. Canvas and Turnitin do not support files saved in odt, pages, or wps. Install, update, and use an antivirus program consistently. Be sure to post in advance so that you have enough time to correct for any posting difficulties.

Communications: Communications will be accomplished primarily by e-mail; communication by telephone should only be done in emergencies. Expect the instructor to respond to emails and telephone messages within 24-48 hours (longer on weekends and holidays).

Email Account and Canvas: You are expected to check their OU email accounts and the course site on Canvas daily for updates from the instructor

POLICIES AND NOTICES

Attendance/Grade Policy

Note: Attendance/absences do not apply to online courses. However, participation in all course activities is extremely important to student success in online courses.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution's policy regarding "I" (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any "I" (Incomplete) grades by the end of the term or he/she may be placed on "financial aid probation." If the "I" grade is not resolved/completed by the end of the following term, the student's Financial Aid may be suspended make the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

Academic Integrity and Student Conduct

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc…in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc…; intimidation and interference with integrity process; and plagiarism. All students should review the Student's Guide to Academic Integrity at http://integrity.ou.edu/students_guide.html

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at http://studentconduct.ou.edu/

Accommodation Statement

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

Adjustment for Pregnancy/Childbirth-Related Issues

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see http://www.ou.edu/content/eoo/faqs/pregnancy-faqs.html.

Title IX Resources

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at smo@ou.edu or (405) 325-2215 (8-5), or the Sexual Assault Response Team at (405) 615 -0013 (24/7) to report an incident. To learn more about Title IX, please visit the Institutional Equity Office's website at http://www.ou.edu/content/eoo.html

Course Policies

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: http://www.goou.ou.edu/

INSTRUCTOR VITA
Marilyn Y. Byrd, Ph.D.

Education

- Ph.D., Human Resource Development, Texas A & M University, College Station. TX.
- MBA, Sam Houston State University, Huntsville, TX.

Current Positions

Associate Professor, University of Oklahoma, Human Relations

Major Areas of Teaching

- Human Resources for the Human Relations Professional
- Organizational Behavior
- Leadership in Organizations
- Diversity and Justice in Organizations

Research Interests

- Organizational social justice and social change
- Spirituality as a response to social oppression
- Organizational social justice ethics (emerging research)
- Experiences of intersectionality in leadership
- Issues emerging from workforce diversity

Selected Publications

Book

- Byrd, M. Y., Scott, C. (2018). In M. Y. Byrd & C. Scott (Eds.), *Diversity in the Workforce: Current Issues and Emerging Trends, 2nd Edition*. Routledge. (Published)

Book Chapter

- Lloyd-Jones, B., Byrd, M. Y. (2018). Developing Culturally Responsive Mentoring in the Professoriate: A Theoretical Model. *In E. T. Murakami & H. J. Mackey (Eds.), Beyond Marginality: Understanding the Intersection of Race, Ethnicity, Gender and Difference in Educational Leadership Research*. Information Age Publishing. (Published)
- Byrd, M. (2018). Social Identity Diversity and Leadership in the Workforce. *Diversity in the workforce: Current issues and emerging trends*. Routledge. (Published)

Conference Proceedings (Author and Presenter)

- Byrd, M. Y. (2019). "Pedagogical Approach for Addressing Racism and Building a Foundation for Human Relations in the Workplace." Annual AHRD Conference. Louisville, KY: AHRD, *Academy of Human Resource Development.*

Selected for a Cutting Edge Award

- Byrd, M. Y. (2018). "Diversity Branding Promotes a Valuing Philosophy but Where is Social Justice? Annual AHRD Conference. Richmond, VA: AHRD, *Academy of Human Resource Development*.

Journal Articles

- Byrd, M. Y. (2018). Diversity Branding Strategy: Concealing Implicit Stereotypes and Biased Behaviors. *Advances in Developing Human Resources, 20*(3), 299-312.
- Byrd, M. Y. (2018). Does HRD have a moral duty to respond to matters of social injustice?. *Human Resource Development International*, *21*(1), 3-11.
- Shuck, B., McDonald, K., Rocco, T., Byrd, M. (2018). Human Resources Development and Career Development: Where Are We, and Where Do We Need to Go.

Media Review, Invited

- Byrd, M. (2017). The History of Human Resource Development by Gosney & Hughes, *New Horizons in Adult Education and Human Resource Development*

Editorial

- Editor in Chief, *Advances in Developing Human Resources* journal
  - Associate Editor (2012-2018)
  - Board Member (2009-2012)

Major Professional Affiliations

- Academy of Human Resource Development (AHRD)
  - Board of Directors (appointment 2017-2020)
- Society of Human Resource Management (SHRM)