Soules College of Business
Department of Human Resource Development

Career Development and HR Planning	HRD 3342
Dr. Rochell McWhorter	Fall 2021
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Office: COB 315.15	

Course Description: This course covers topics on evolving career development theories. Focus will be placed on knowledge and skills that enable students to effectively develop and link personal competencies to organizations.

Required Textbook/Materials: Niles S. & Harris-Bowlsbey J.E. (2017). *Career development interventions*. (Textbook only, no Pearson Lab needed)

Office Hours: Mondays 9am-Noon*
*Please email rmcwhorter@uttyler.edu for an appointment; other times can be scheduled

Course Learning Objectives:
Upon completion of this course, the student should be able to:
• Demonstrate an understanding of major career development theories which guide individual's career decisions.
• Analyze personal factors and environmental factors which influence individual's career.
• Evaluate the use of self-directed activities in career development.
• Evaluate human resource planning activities in the organizational setting.
• Identify career goals and develop effective career plan in the organizations. Course Competencies
• Computer-Based Skills – the student will complete written assignments using the word processor as well as periodic Canvas assignments via Internet connectivity; will login in utilizing asynchronous and synchronous platforms.
• Communication Skills – the student will exhibit a mastery of written skills in completion of an assigned project.
• Interpersonal Skills – the student will interact in online class discussions to clarify thinking regarding course topics.
• Problem Solving (Critical Thinking) – the student will use conceptual thinking to analyze and make determinations for various assignments and projects.
• Ethical Issues in Decision Making and Behavior — the student will gain an appreciation of the ethics of course and online communications.
• Personal Accountability for Achievement – the student will complete their project and activities at the time designated by the instructor and will enter into class discussions.
• Competence in Technology Principles - The student will gain an appreciation of the benefits of asynchronous technologies.

Course Requirements:

Four Career Development Projects	100 points each	
Ten Chapter Quizzes	30 points each	
Five Chapter Assignments	30 points each	(Ch 9 = 60 points)
Class Participation	50 points	
Total Possible Points	930 points	

There will be a 10% per day penalty for all late work. Assignments will be accepted no later than one week after the due date. All assignments will be submitted in Canvas.

Grades will be based upon the following scale:

A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	< - 59

Career Development Projects

There will be four Career Development projects in this class. The details for each project will be posted in Canvas.

Chapter Quizzes

There will be ten-chapter brief quizzes in this class. The exams will be taken in Canvas and will open at **7:00 AM and close at 11:00PM** on the dates posted in the course calendar.

Class Participation

This grade will be based upon your participation in class discussions.

Academic Dishonesty Statement

Academic dishonesty, such as unauthorized collusion, plagiarism and cheating, as outlined in the Handbook of Operating Procedures, University of Texas at Tyler, will not be tolerated. University regulations require the instructor to report all suspected cases of academic dishonesty to the Dean of Students for disciplinary action. In the event disciplinary measures are imposed on the student, it becomes part of the students' official school records. Also, please note that the handbook obligates you to report all observed cases of academic dishonesty to the instructor.

Information for Classrooms and Laboratories: Students are expected to wear face masks covering their nose and mouth in public settings (including classrooms and laboratories). The UT Tyler community of Patriots views adoption of these practices consistent with its Honor Code and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff.   Students who are feeling ill or experiencing symptoms such as sneezing, coughing, digestive issues (e.g. nausea, diarrhea), or a higher than normal temperature should stay at home and are encouraged to use the UT Tyler COVID-19 Information and Procedures website to review protocols, check symptoms, and report possible exposure. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

University Policies:

You are expected to read and refer to the module in this Canvas course titled: UT Tyler Syllabus Module.

Important Dates:

Census Date = September 3, 2021

Last Day to Withdraw from Classes = November 1, 2021

Tentative Course Calendar *

Module	Dates	Due Dates for Each Assignment Type			
		Module Topics	**Chapter Assignments**	**Chapter Quizzes Due**	**Other Assignments**
1	Aug 23 -Sep 6	Chapter 1: Intro. to CD	Student intro in Discussion Board **Sep 3 (first posting)**	**Sep 6**	
2	Sep 6-Sep 13	Chapter 2: Understanding & Applying Theories of CD		**Sep 13**	Project #1 - **Sep 20**
3	Sep 13 - 20	Chapter 3: Understanding and Applying Recent Theories of CD		**Sep 20**	Project #2 - **Oct 11**
4	Sep 20 - 27	Chapter 4: Providing Culturally Competent CD	**Sep 25 (first posting)**	**Sep 27**	
5	Sep 27 – Oct 4	Chapter 5: Assessment and Career Planning	**Oct 2 (first posting)**	**Oct 4**	
6	Oct 4 – Oct 11	Chapter 6: Career Information and Resources		**Oct 11**	Project #3 - **Nov 25**
7	Oct 11 - 25	Chapter 7: Using Technology to Support Career Counseling		**Oct 25**	Project #4 – **Dec 4**
8	Oct 25 – Nov 1	Chapter 8: Career Counseling Strategies and Techniques for the 21st Century		**Nov 1**	
9	Nov 1– Nov 15	Chapter 9: Career Development Programs and Services	**Nov 13 (first posting)**	**Nov 15**	
10	Nov 15 – Dec 7	Chapter 15: Ethical Issues in Career Development Interventions	**Dec 4 (first posting)**	**Dec 7**	

Other dates: Census date – September 3   Last day to withdraw – November 1

*Note: Instructor reserves the right to revise this calendar and will re-post revised calendar in Canvas course with an announcement of the update to the course students