Welcome

Welcome to the UT Tyler and to HRD 5343 Foundations of Human Resource Development. I am your instructor, Paul Roberts; and I look forward to meeting with you in our virtual classroom. This course provides an overview of human resource development to include training, organizational development, career development and performance management techniques.

I have developed this course in a modular format to assist you in organizing your time and efforts. Each module will describe a particular aspect of Human Resource Development and will provide resources for further investigation. Each module will specify reading, writing, and discussion requirements. Please press the NEXT button to continue on to the Introduction of this Course Syllabus. Read through each section carefully. If you have any questions, make a note of them and we will address them in our Discussions area. Please refer back to the information contained in this syllabus anytime you have a question regarding the basic course information. You can access a printable version of this syllabus by clicking the link "print all" located in upper right part of the screen in the banner.

The most important document for your success in this class is the Course Calendar which is a separate document in syllabus area of this course. It includes all assignments and due dates for this course.

One final note; if you are unfamiliar with accessing the Internet or have questions regarding technical requirements, a list of basic technical requirements is also listed in this syllabus for your convenience. In addition, you can access the USER Manual under the TOOLS button within this course.

Introduction

Is this your first time taking a Web-based online course? If so, you will find it dramatically different from your previous classes. There is no face-to-face contact with your instructor and fellow participants. You may feel that you are working alone. You may feel confused and anxious because you can't ask questions and receive immediate feedback. Relax! You are not alone, and any anxiety you feel will go away as you become familiar with this environment. You may even begin to prefer this environment because of the flexibility that it affords you in managing both your time and the learning materials.

I want to stress to both the experienced and inexperienced online course participants that the key to successful completion of this online course, or any online course, is organization. This syllabus outlines in detail my expectations of you as a participant, including required textbooks, grading policies, assignments, projects, and a schedule of readings and assignment/project due dates. This course is NOT a self-paced course. Deadlines exist because the course is offered within the UT Tyler course schedule and so that you can complete the course successfully in a timely manner.

As mentioned in the Getting Started section, the course has been designed in modules to assist you in organizing your efforts. Each instructional module requires your participation, you may have to read an assigned text, respond to discussion questions, prepare assignments, and perform other tasks such as supplemental readings and/or review of web sites in the subject area.

Your Instructor

Instructor: Paul B. Roberts, Ed.D.
Office: BUS 109A
Phone: 903-566-7334
Email: proberts@uttyler.edu

Paul B. Roberts is the Associate Dean of the College of Business and Technology and an associate professor in the Department of Human Resource Development (HRD). He earned his Ed.D from the department of Educational Human Resource Development at Texas A&M University. He joined UT Tyler in 1992.

Although he maintains a very busy teaching and administrative schedule, Dr. Roberts enjoys spending time playing golf, riding bikes and playing with his boys. He and his wife, Lisa, have three sons: Josh, Kyle and Jake.

Course Description

HRD 5343 Foundations of 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, needs assessments, task analysis, designing and implementing training programs, evaluating training programs, career development, organizational development.
**Course Objectives**

At the end of this course, participants will be able to:

1. Describe different definitions of HRD, the historical evolution of HRD, roles and competencies, and trends influencing the profession and practice of HRD;
2. Discuss and explain in writing 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 training, career, and organization development.
6. Experience group dynamics through collaborative learning projects, group discussion, and posting activities.
7. Further develop research, writing, critical thinking, and referencing skills as well as model many effective HRD skills and competencies.

**Course Outline**

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<tr>
<th>Module</th>
<th>Module Topics</th>
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<tbody>
<tr>
<td>1</td>
<td>Course Introduction</td>
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<td>2</td>
<td>Introduction to Human Resource Development</td>
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<td>3</td>
<td>Theory and Philosophy in Human Resource Development</td>
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<td>4</td>
<td>Perspectives of Human Resource Development</td>
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<td>5</td>
<td>Developing Expertise through Training and Development</td>
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<td>6</td>
<td>Unleashing Expertise through Organizational Development</td>
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<td>Advancing Human Resource Development</td>
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<td>8</td>
<td>Future of Human Resource Development</td>
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**Grades and Grading**

The work you will perform for this course is weighted as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90 - 100</td>
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<tr>
<td>B</td>
<td>80 - 89</td>
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<tr>
<td>C</td>
<td>70 - 79</td>
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<tr>
<td>D</td>
<td>60 - 69</td>
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<tr>
<td>F</td>
<td>&lt; 59</td>
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PLEASE NOTE: All assignments will be screened through "SafeAssignment". This software compares your submissions to those from the internet and previous semesters.

**Assignments**

**Syllabus Quiz**

Syllabus quiz is a required component of this course, but the grade is NOT calculated as a part of the final grade.

**HRD Personal Definition**

Write a 750-1000 word (~2-4 pages) paper answering the following questions.

1. Whose definition of HRD do you prefer?

Use the Weinberger article, chapter 1 of the Textbook and other materials in Module 1 as a guide, but don't feel limited to them only, there are other definitions that have been presented since those materials were published. Please feel free to use other "scholarly" (examples of scholarly journals are listed below) definitions, those from personal web pages, ask.com and random web sites will not be accepted.
2. Why do you favor that definition?
3. What is your personal definition of HRD?
4. What do you feel are the strengths and weaknesses of your definition?

Additional information is available in the assignment area.

Quizzes
There will be six quizzes in this class. The quizzes will be taken in Blackboard. See the course calendar for a list of the scheduled days. All Quizzes will open at 8:00AM on the first scheduled day and close at 10:00PM on the final scheduled day. Each quiz is timed and the clock starts when you begin the quiz and does NOT stop! If you save the quiz and get out of Blackboard, the clock does NOT stop! You may take it at any time during the period that the quiz is open, for example if it is a 30 question one-hour quiz, you could take it Sunday night from 8:00PM till 9:00PM. You CANNOT start it at 8:00PM and get out of it at 8:15PM with the intention of coming back on Monday to use your other 45 minutes, your time will still be up at 9:00PM.

Group Chapter Project
Students will be randomly placed in groups and each group will be assigned a chapter from the textbook. Using the old adage, "the best way to learn something is to teach it", each group will develop teaching materials for their assigned chapter. Groups should at minimum prepare: (a) a powerpoint presentation for the chapter, (b) a small group student activity to reinforce the concepts, (c) a 30-question multiple choice test bank, (d) a list of addition resources to support the concept (these should focus on scholarly sources, not just a list a websites).

Group Member Participation Grade
Group members will evaluate the participation of team members using an online survey that I will send out. We will follow the following process:

You have 100 points to allocate among the entire team, including yourself. Please list each team member by first and last name, including yourself, and assign each person from 0 to 100 points, such that the total points assigned to all team members totals 100.

No two team members may receive the same number of points--that is, you must rank team members, assign one member the highest number of points and award fewer points to each remaining team member based on their relative rank.

For example, if there are four team members--Able, Baker, Charlie, and Dog--one might assign points as follows: Able 22, Baker 20, Charlie 33 and Dog 25. Note that 22 + 20 + 33 + 25 = 100 points.

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. For more information, go to: http://www.uttyler.edu/judicialaffairs/scholasticdishonesty.php

UT Tyler Honor Code:
I embrace honor and integrity. Therefore, I choose not to lie, cheat, or steal, nor to accept the actions of those who do.

34 Second video: Click here to watch

Deliverables
All assignments and projects will be submitted through the assignments link within the module. Use the following process to prepare and submit assignments:

- Save your assignment using Microsoft Word, pdf or Rich Text Format. Name your assignment with the following convention: last name, first initial, assignment title (ex. RobertsParticlesummary.doc)
- click on "View/Complete Assignment" in the modules overview area.

When assignments are received, I will grade them and make comments, ask questions, etc. I will then return your assignment through the Student Gradebook area. You must click on the grade to view my comments.
If you need more instructions on how to submit files through the assignment link in the modules, please read the Blackboard Student Manual located in the Tools area.

Email and Course Discussion

Email

To communicate by email with other participants or all participants, click the Tools button on the left. Click Send E-mail to send a message. You are able to send messages to All Users or Select Users in the course, including the instructor. If you need more instructions on how to send email messages with Blackboard, please read the student manual located in the Tools area of the course.

My email is proberts@uttyler.edu.

Questions or problems other than technical problems (see Technical Requirements in this syllabus) may be submitted to the email address above. I will try my best to answer emails on the same day I receive them. Generally speaking, I check my email in box several times a day during the workweek, less frequently on the weekend, and rarely after 6 p.m. any day. If my schedule will make me unavailable to answer emails for a day or two, I will put an announcement out so that you can plan accordingly. One caveat: technical problems in email systems may slow down responses!!

Discussions

The Discussions feature in Blackboard is an online discussion forum in which students and faculty can communicate asynchronously (anytime) via message postings. When you click the Discussion Board link located in the Communications area, a listing of general subject categories will appear in a table format. Each general subject category is represented by a file folder icon. All threads (topics) pertinent to a general subject category will appear as links under that subject category folder. The instructor has control of what general subject categories are available for discussion in the course. At the instructor's discretion, students may or may not have the option of starting a new thread under the general subject categories and may or may not be able to edit their comments after they have been posted. Students can (and will be required to) respond to threads in the course discussion. To respond to a thread:

- Click on Discussion Boards.
- Click on a forum link to open it and view the contents within.
- Open a message.
- Click Reply to respond to the message.

Your response will now appear in the table, along with your name as author and date/time of posting. Icons will appear to the right that allow either a response, or perhaps editing and deletion options. If the edit icon or the trash can (delete icon) doesn't appear, the student doesn't have editing or deletion privileges.

If your instructor chooses to assign you to a group, you will see Groups in the Communications area and a group icon that displays all threads assigned to the group. Only those that are assigned to that group will see and have access to this folder. This function allows the students to communicate and post information on any projects assigned to them.

Check the Discussion Board often. Since the discussion is asynchronous, other responses will be submitted after your post. Be sure to check the Discussions section each time you log into the course, to view any added material.

If you need more instructions on how to read and post messages in the Discussion Board, please read the Blackboard Student Manual located in the Tools area of the course.

Completion Time

You should expect to spend as much time on an online course as you do in a face-to-face course. As a rough guide, you should plan to spend six to ten hours per week on this course. The actual amount of time will vary from individual to individual. This estimate includes the time you spend in reading, discussions, and assignments.

You will have access to all course materials from the start of the course to the end. You may look and study ahead, or go back and review, at any time during the course. All assignments have set due dates. Due dates are as of midnight central standard time on that date.

Textbook

There are two textbooks required for this course:


AND


Class participants may purchase these texts, new or used, from the UT Tyler Bookstore, or any other sources.
Accessing Library Resources

Students enrolled in this course can utilize the University library. You can access the Robert R. Muntz Library at the University of Texas at Tyler. Follow the links, and then complete the instructions at those sites for accessing information from a distant site.

Course Evaluation

An end of semester evaluation specifically for this course will be made available for you to complete in the last week of instruction. This evaluation will be reported anonymously. Your comments and recommendations will be considered seriously as the course is updated. Your input throughout the semester contributes to my commitment to continually improve the quality and relevance of this course.

Other Information

By nature, I'm always experimenting with new technologies and techniques for presenting information. Your input and assistance will greatly help me make this a valuable experience, please feel free to give your input, realizing that I cannot and will not implement all recommendations.

University Policies

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: http://www.uttyler.edu/wellness/StudentRightsandResponsibilities.html

Grade Replacement/Forgiveness

If you are repeating this course for a grade replacement, you must file an intent to receive grade forgiveness with the registrar by the 12th day of class. Failure to do so will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates will receive grade forgiveness (grade replacement) for only three course repeats; graduates, for two course repeats during his/her career at UT Tyler.

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the 12th day of class. (See Schedule of Classes for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Registrar's Office and must be accompanied by documentation of the extenuating circumstance. Please contact the Registrar's Office if you have any questions.

Disability Services

In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Support Services counselor. If you have a disability, including a learning disability, for which you request an accommodation, please contact Ida MacDonald in the Disability Support Services office in UC 282, or call (903) 566-7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement:

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation:

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do Not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.
Getting Started

Please refer back to the information contained in this syllabus anytime you have a question regarding the basic course information. Please review the "Course Calendar" and watch the "Course Calendar Explained" video, then take the "Syllabus Quiz". After completing the "Getting Started" items, you may begin this course by logging into Blackboard and clicking on the Module button in the left-hand navigation bar, then choose Module 1.
# Course Calendar

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<thead>
<tr>
<th>Module</th>
<th>Dates Open</th>
<th>Module Topics</th>
<th>Due Dates for Each Assignment Type</th>
<th>Project/Quizzes</th>
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</thead>
</table>
| 1      | Jan 19-Feb 1 | Introduction | Course Syllabus | Syllabus Quiz Jan 19-Feb 1  
Student Intro’s in DB Feb 1 |
| 2      | Jan 19-Feb 29 | What is HRD? | Textbook Ch. 1-3 Notes in Bb | HRD Definition Paper Feb 29 |
| 3      | Feb 1-22 | Theory of HRD | Textbook Ch. 4-6 Notes in Bb | Quiz #1 Feb 12-15 |
| 4      | Feb 15-Mar 6 | Perspectives of HRD | Textbook Ch. 7-9 Notes in Bb | Quiz #2 Feb 26-29 |
|        | Mar 7 - 11 |                | Spring Break: I will have somewhat limited available this week |                 |
| 5      | Feb 22-Mar 27 | Training and Development | Textbook Ch. 10-12 Notes in Bb | Quiz #3 Mar 18-21 |
| 6      | Feb 25-Apr 4 | Organizational Development | Textbook Ch. 13-15 Notes in Bb | Quiz #4 Apr 1-4 |
|        | Jan 19 – Apr 11 |              |                                   | Group Chapter Project Apr 11 |
| 7      | Mar 1 – Apr 18 | Advancing HRD | Textbook Ch. 16-18 Notes in Bb | Quiz #5 Apr 15-18 |
| 8      | Mar 28–May 6 | Future of HRD | Textbook Ch. 19-21 Notes in Bb | Quiz #6 April 29-May 3 |

NOTE: All Quizzes will open at 8:00AM on the first scheduled day and close at 10:00PM on the final scheduled day.

Other dates:  
Census date February 1  
Last day to withdraw March 21