Faculty Web Page and MYSJSU Messaging
Copies of the course materials such as the syllabus, major assignment handouts, etc.
may be found on my faculty web page accessible through the faculty home page.
You are responsible for regularly checking with the messaging system through
MySJSU (or other communication system as indicated by the instructor).

Course Description
This course provides a solid foundation in the essential knowledge and skills needed
to prepare for a career in international human resources. The course is designed to
review key topics in an engaging and interactive way. The focus on international
human resource management in multinational companies includes topics on global
strategy and structure, global HR planning and forecasting, global training and
management development, global compensation and benefits, global employee
benefits, and new trends in global HR management.

Course Goals and Student Learning Objectives
Through reading assignments, homework, research, a team project, tests & quizzes,
and in-class participation, the student should be able to:

1. Describe key concepts in the globalization of human resource management.
2. Identify country culture versus company culture.
3. Identify and describe key differences in global employment laws.
4. Understand different types of expatriate assignments.
5. Demonstrate critical concepts in the administration of global comp and
   benefits and staffing practices.

Required Texts/Readings:
Texts:
Dennis R. Briscoe, Randall S. Schuler, Lisbeth Claus, *International Human
(Paperback). A word about your book: check to ensure you get the Third Edition. You can
purchase your text at San Jose State University Spartan bookstore or online — just

**Other Reading Materials:**
You are encouraged to read HR trade journals, national and local newspapers to scan for HR related issues. Oftentimes current events provide interesting and relevant classroom topics for discussion.

**Classroom Protocol**
NO PCs or other devices in use during class. I know this is tough for those glued to texting, twitter, facebook, etc, but please abide by this as grades are lowered for people who use their mobile devices/pc's in class. The value of the course to you personally will be enhanced by your active participation in the class. During the class, the information in the assigned readings will be reviewed; cases will be discussed as well as critical incidents and news stories in general. Therefore, it is very important that you read the assigned material prior to class and prepare typed responses to the assigned cases; questions, etc (See the schedule at the end of this syllabus). Your participation points will be reduced if you are using a PC or other devices in class for non-class related activities or communications (i.e, instant messaging, email, texting, etc.) There will be group discussions by teams of classmates (you will be assigned to a team during each class). Most class time will be devoted to clarifying, applying, and expanding on some aspect of the reading assignments, rather than duplicating everything you should have read.

**Dropping and Adding**
Students are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. Information on add/drops are available at http://www.sjsu.edu/advising/faq/index.htm#add. Information about late drop is available at http://www.sjsu.edu/aars/policies/latedrops/. Students should be aware of the current deadlines and penalties for adding and dropping classes.

**Assignments and Grading Policy**
Because participation is an element of your grade in this class, attendance is mandatory. SJSU does not grade on attendance, however this course has in-person exercises, dialog about cases, active homework review and interactions which are mandatory to receive credit for participation. There is no provision for taking a missed quiz or mid-term. The grade for a missed quiz or mid-term is zero points. In addition, I will not accept late homework.

**Projects**
Students will be assigned to a team to research and present their topic to the class. Topics and teams will be assigned in the beginning of the semester. Students will be encouraged to find creative ways to present their topics.

**Exams**
Exams will be TRUE/FALSE and/or MULTIPLE CHOICE. They will be answered on 882-E scantron answer sheets. Make sure you bring the scantron sheets and #2 pencils to each class. There will be two short quizzes, one mid-term, and final exam. The date of the exams are shown on the course assignments at the end of this syllabus.
Homework
On the Schedule of Assignments; you will see the notation “Homework.” You are expected to prepare typed responses to review questions or cases. This is in reference to the chapter-end materials identified in the schedule. You are to type your responses to the questions posed and be prepared to submit them at each class period. In every class session, you’ll be expected to be fully prepared to discuss the cases from the assigned reading. Important: To get full credit on your homework, you must participate in the homework review discussion in class and make notations on your assignment on any answers/topics not covered in your paper. Homework without notations from the discussion will not get full credit. I do not accept homework via EMAIL and do not accept late homework. If you’re going to miss a class, turn in homework early or have another student bring it for you on the evening of class.

Grades
Your course grade will be based upon a weighted combination of scores on class participation, homework, an assigned project, quizzes, mid-term, and final.

<table>
<thead>
<tr>
<th>Grade Component</th>
<th>Possible Score</th>
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</thead>
<tbody>
<tr>
<td>Class participation</td>
<td>100</td>
</tr>
<tr>
<td>Homework</td>
<td>100</td>
</tr>
<tr>
<td>Project</td>
<td>100</td>
</tr>
<tr>
<td>Quizzes (2x25)</td>
<td>50</td>
</tr>
<tr>
<td>Mid-Term</td>
<td>50</td>
</tr>
<tr>
<td>Final</td>
<td>100</td>
</tr>
<tr>
<td>Total Possible Points:</td>
<td>500</td>
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</table>

I will not post interim grade estimates because the Class Participation points will not be determined until the end of the course. I will provide scores for each quiz and the mid-term following their scoring.

Extra credit options:
Extra credit is limited to a few students who are trailing in their grade due to poor test scores or extenuating circumstances. Students may earn up to 20 points as extra credit for completing a term paper, however instructor approval in advance is required. The term paper may be on an International HR topic of significance, which is related to one or more areas discussed over the semester. You must obtain instructor approval on both your eligibility and your topic prior to completing an extra credit assignment. This is a minimum of 10 page typed paper and will be graded on research content and quality of the paper as well as mechanical, grammatical and spelling accuracy. Poorly written papers do not receive credit. If a student elects to do the extra credit assignment, it must be cleared with me first, and turned in by November 19, I will not accept any extra credit papers after that date.

Penalty for late or missed work:
As a general rule I do not accept late work so the penalty is no points for missed assignments and could severely affect your grade. There is no provision for taking a missed quiz or mid-term. The grade for a missed quiz or mid-term is zero points.
**University Policies**

**Academic integrity**

Students should know the University’s Academic Integrity Policy that is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf

Your own commitment to learning, as evidenced by your enrollment at San Jose State University and the University's integrity policy, require you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The website for Student Conduct and Ethical Development is available at http://www.sa.sjsu.edu/judicial_affairs/index.html

Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person’s ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include in your assignment any material you have submitted, or plan to submit for another class, please note that SJSU’s Academic Policy F06-1 requires approval of instructors.

**Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.

**College of Business Program Goals:**

*(Not all program learning goals are covered in every course)*

1. **Business Knowledge**
   - Understand basic business principles and demonstrate discipline-specific competencies as applied to local and global environments.

2. **Communication**
   - Communicate ideas clearly, logically, and persuasively in oral and written format, using technology appropriately.

3. **Ethical Awareness**
   - Recognize, analyze, and articulate solutions to ethical issues that arise in business.

4. **Leadership, Teams and Diversity**
   - Comprehend the challenges and opportunities of leading and working in diverse teams and environments.

5. **Critical Thinking**
   - Comprehend, analyze, and critically evaluate complex and unstructured qualitative and quantitative business problems, using appropriate tools and technology.

6. **Innovation**
   - Recognize, analyze, and articulate strategies for promoting creativity and innovation.

**College of Business Policies:**

To ensure that every student, current and future, who takes courses in the Boccardo Business Center has the opportunity to experience an environment that is safe, attractive, and otherwise conducive to learning, the College of Business at San José State has established the following policies:
**Eating:**  
Eating and drinking (except water) are prohibited in the Boccardo Business Center. Students with food will be asked to leave the building. Students who disrupt the course by eating and do not leave the building will be referred to the Judicial Affairs Officer of the University.

**Cell Phones:**  
Students will turn their cell phones off or put them on vibrate mode while in class. They will not answer their phones or text in class. Students whose phones disrupt the course and do not stop when requested by the instructor will be referred to the Judicial Affairs Officer of the University.

**Computer Use:**  
For this course, use of electronic equipment is not allowed without specific agreement from the instructor. The course design and interactive nature of each class does not lend itself to electronic note taking or the use of mobile devices. See instructor for any hardships or concerns on this practice.

**Academic Honesty:**  
Faculty will make every reasonable effort to foster honest academic conduct in their courses. They will secure examinations and their answers so that students cannot have prior access to them and proctor examinations to prevent students from copying or exchanging information. They will be on the alert for plagiarism. Faculty will provide additional information, ideally on the green sheet, about other unacceptable procedures in class work and examinations. Students who are caught cheating will be reported to the Judicial Affairs Officer of the University, as prescribed by Academic Senate Policy S04-12.

**Schedule of Assignments**  
See the schedule of assignments starting on next page.

### Schedule of Assignments  
**Issues in International Human Resources Mgmt, #42609**  
*The course assignments and agenda are subject to change with fair notice. When an assignment changes, the instructor will inform students in class or via MySJSU notifications.*

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics, Readings, Assignments, Deadlines</th>
</tr>
</thead>
</table>
| 1    | August 20  | **Topic:** Course enrollment. Green sheet, course contents  
**Reading Assignment:** Buy your Book!  
**Homework:** *Print out and bring this course Syllabus to class 8/27* |
| 2    | August 27  | **Topic:** Introductions. The Globalization of Human Resource Management  
**Reading Assignment:** Text Chapter 1, and “From StarUSA to StarGlobal (1) and (2)” on pg 36-39.  
**Homework:** *Bring Syllabus! Prepare typed responses to Questions 1-3, page 38 and 1-3, page 39* |
| 3    | September 03 | **Topic:** Creating the International Organization: Strategy and Structure  
**Reading Assignment:** Text Chapter 2, and Vignette 2.1 on page 72  
**Homework:** *Prepare typed responses to Questions 1-4 page 74* |
| 4    | September 10 | **Topic:** International Human Resource Management and Culture  
**Quizzes** – Chapters 1-2  
**Reading Assignment:** Text Chapter 3, and Vignette 3.1 on page 93 |
<table>
<thead>
<tr>
<th>Date</th>
<th>Homework</th>
<th>Topic</th>
<th>Reading Assignment</th>
<th>Homework</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 5</td>
<td>Homework: Prepare typed response to Questions 1-2 page 95</td>
<td>Topic: Global Employment Law, Industrial Relations and Ethics</td>
<td>Reading Assignment: Text Chapter 4</td>
<td>Homework: Prepare typed definitions for 5 terms you select from “Key Terms” pages 96-97. Include page number where the definition can be found</td>
</tr>
<tr>
<td>September 6</td>
<td>Topic: Global Talent Management and Staffing</td>
<td>QUIZ 2 – Chapters 3-5</td>
<td>Reading Assignment: Text Chapter 5 and “Global Recruiting in Action” on page 159</td>
<td>Homework: Prepare typed answer summarizing four key reasons why it is important for Google to formalize their recruiting and hiring process?</td>
</tr>
<tr>
<td>September 7</td>
<td>Topic: Training and Management Development in the Multinational Enterprise</td>
<td>Homework: Prepare typed responses to Questions 1-3 page 235</td>
<td>Reading Assignment: Text Chapter 6 and Vignette 6.1 on page 233</td>
<td>Homework: Prepare typed summary of your analysis of the information in tables 7.1, 7.2, 7.3.</td>
</tr>
<tr>
<td>October 8</td>
<td>Topic: Global Compensation, Benefits and Taxes</td>
<td>Homework: Prepare typed responses to “Guided Discussion Questions” page 338</td>
<td>Reading Assignment: Text Chapter 7, special emphasis on Tables 7.1, 7.2, 7.3</td>
<td>Homework: Prepare typed responses to Questions 1-3 page 235</td>
</tr>
<tr>
<td>October 9</td>
<td>Mid-Term Exam (Chapters 1-7)</td>
<td>Teams 1, 2, 3 PRESENT</td>
<td>Teams 1, 2, 3 presentations due</td>
<td>Teams 4, 5, 6 presentations due</td>
</tr>
<tr>
<td>November 10</td>
<td>Topic: International Employee Performance Management</td>
<td>TEAMS 4, 5, 6 PRESENT</td>
<td>Last Day to Turn in Extra Credit</td>
<td>Be prepared to ask questions of guest speakers</td>
</tr>
<tr>
<td>November 11</td>
<td>Topic: The Well-Being of the Global Workforce</td>
<td>Teams 4, 5, 6 presentations due</td>
<td>Prepare questions for guest speakers</td>
<td>Be prepared to ask questions of guest speakers</td>
</tr>
<tr>
<td>November 12</td>
<td>Topic: Guest Speakers</td>
<td>Teams 4, 5, 6 presentations due</td>
<td>No Class Tonight: Thanksgiving Holiday</td>
<td>Be prepared to ask questions of guest speakers</td>
</tr>
<tr>
<td>November 13</td>
<td>Topic: In Class Development Exercise – Myers Briggs Type Indicator (MBTI)</td>
<td>Teams 4, 5, 6 presentations due</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>December 3</td>
<td>Final Exam</td>
<td>BBC 104 5:15pm – 6:30 pm</td>
<td>None</td>
<td>None</td>
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