

## BUA 325 – Compensation Management – Fall 2009

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### Course Description:

This course is a study of the principles and systems of compensation including traditional salary administration, incentive pay, employee benefits, and the strategic design of programs that meet both the employer and employee needs.

Compensating employees effectively and fairly is a critical human resources function. Without sound compensation systems, companies cannot attract and retain the kinds of employees they need to achieve their organization's strategic goals.

Course Objectives: Upon successful completion of this course, the student should be able to:

- Describe basic compensation concepts and how effective design and detail how effective design and administration are critical to an organization's success
- Formulate and implement a compensation strategy
- Understand how compensation is linked to position and performance
- Determine a basic pay structure for a company
- Understand the legal aspects of pay and benefits
- Describe systems and their advantages and disadvantages towards obtaining effective return on investment for human capital
- Discuss today's challenges in compensation and benefits
- Understand compensation issues with executive compensation, international compensation and with a flexible workforce.

### REQUIRED TEXTBOOK:

Martocchio, Joseph J., 2006, "Strategic Compensation – A Human Resource Management Approach" Fourth Edition, Pearson Prentice Hall, Upper Saddle River, N.J.

And access to Compensation System experiential learning project (excel based)

### LEARNING METHODOLOGIES:

1. Overview by Presentation/Notes
2. Written Paper
3. Internet Web sites/Article Reviews
4. Examinations
5. Class Participation via Threaded Discussion

## **PROTOCOL and STUDENT BEHAVIOR**

**It is expected that students have read the assignments and are prepared for class.**

**It is expected that students will actively participate in class discussion and with comments in threaded discussions. It is expected that students will complete work for each assignment.**

**It is expected that students will take examinations as scheduled. Failure to do so will constitute a zero unless prior arrangements have been made with the instructor.**

**It is expected that assignments will be handed in on the due date. Late assignments will receive decreased points for each late day.**

**The Cedar Crest College Honor Code will prevail at all times. Any violation of the Honor Code will constitute grounds for decreased grade or failure for the course. Plagiarism, as defined in the Cedar Crest Custom's Book, is considered an Honor Policy violation.**

**The Cedar Crest College Classroom Protocol will prevail at all times. Please email or leave a voice mail if you will not be attending class, if possible.**

## **EVALUATION/GRADING**

Class Participation in Class (3) & Threaded Discussions(3)	150 points (Sept, Oct, Nov-25 pts each)
Internet Site Reviews/Articles	150 points ( 6 assignments- 25 pts each)
Compensation Consulting Team Project	300 points (submitted in 4 sections)
Test 1	100 points
Test 2	100 points
Test 3	100 points
Test 4	100 points

## **GRADING SCALE:**

93-100 = A/ 4.0      77-79 = C+/ 2.3      67-69 = D+/1.3

90-92 = A- /3.7      73-76 = C/ 2.0      60-66 = D / 1.0

87-89 = B+ /3.3      70-72 = C- / 1.7      <60 = F/0.0

83-86 = B/ 3.0

80-82 = B- /2.7

Class & Threaded Discussion Participation and Dropbox Assignments:

A minimum of two entries or verbal comments with substantial comment, perception, additional information or shared experience/examples per month is expected for full 25 pts per threaded & class discussion. Partial credit may be given for threaded or class discussion work.

Partial credit will be given for incomplete and wrong answers in dropbox assignments.

- Weeks One: AUG 24  
Unit One: Chapter One: “Strategic Compensation: A Component of Human Resources Systems”  
Overview of chapter in class  
Team assignments  
Overview of compensation consulting team projects
- Week Two: AUG 31  
Unit Two: Chapter Two: “Strategic Compensation in Action: Strategic Analysis and Contextual Factors”  
Assignment CH 2 -place in dropbox, due Sept 14
- Week Three: SEPT 7  
Unit Three: Chapter Three: “Contextual Influences on Compensation Practice”  
  
Study for TEST ONE -Test One covers Chapters 1,2, and 3. Take test on-line and CH 2 assignment
- Week 4&5: SEPT 14 and SEPT 21  
Unit Four: Chapter Four: “Traditional Bases for Pay: Seniority and Merit”  
Assignment CH 4 (second assignment of 6), place in dropbox, due Oct 5  
  
September- participate in threaded discussion 1-find under Course Home
- Unit Five: Chapter Five: “Incentive Pay”
- Week Six: SEPT 28 – Group time from 7:00-8:30. Meet in class at 8:30pm  
Unit Six: Chapter Six: “Person-Focused Pay”  
September in-class discussion, topic TBD

Study and take TEST TWO-found under Unit Six. Test Two covers Chapters 4, 5, and 6 and CH 4 assignment.

Week 7 & 8: OCT 5 and OCT 12

Unit Seven: Chapter Seven: “Building Internally Consistent Compensation Systems”  
Assignment CH 7 ( third assignment of 6), place in dropbox – due Oct 26

October – participate in Threaded Discussion 2-find under Course Home

Week Nine: OCT 19

Unit Eight: Chapter Eight: “Building Market-Competitive Compensation Systems”  
Review of pertinent points of Chapter Seven  
October – in class discussion, topic TBD

Unit Nine: Chapter Nine: “Building Pay Structures That Recognize Individual Contributions”  
Assignment CH 9 (fourth assignment of 6) place in dropbox, due Oct 26

Week Ten October 26

Study and take TEST THREE-found under Unit Ten. Test Three covers Chapters 7,8,9 and 3<sup>rd</sup> & 4<sup>th</sup> assignments.

Week 11 NOV 2

Unit Eleven: Chapter **Eleven**: “Discretionary Benefits”  
Assignment CH 11 (5<sup>th</sup> assignment of 6), place in dropbox-due Nov 30

November-participate in Threaded Discussion 3 – find under Course Home

Week 12 Nov 9

Unit Twelve: Chapter Twelve: “International Compensation”  
Assignment CH 12 (6<sup>th</sup> assignment of 6), place in dropbox – due Nov 30

Week 13 NOV 16

Unit Thirteen: Chapter 13: “Compensating Executives”  
November group discussion, topic TBD

Unit Fourteen: Chapter 14: “Compensating the Flexible Workforce: Contingent Employees and Flexible Work Schedules”

Group time to prepare for compensation consulting project presentations.  
Each group will present one section of the project for e-sonic

Study and take TEST FOUR-found under Unit 14. Test Four covers Chapters 11, 12, 13,14 and assignments 5 and 6. Please take prior to November 30

Week 14 NOV 30 Group Presentations and Class Wrap-up  
Submit all Compensation Consulting Final Section.

