



## **COURSE SYLLABUS**

Course: **MGMT 4953 Organizational Rewards and Compensation**

Prerequisite: WCOB 1033

### **Catalog Description of the Course:**

Develops an understanding of reward systems theory and its application to the design of compensation systems. Provides theoretical and legal background and practical applications for the use of reward systems in attracting, motivating, and retaining employees.

### **Value of the Course:**

This course familiarizes students with the technical, legal, and motivational issues in designing base and incentive compensation systems. It enables students to design and use rewards, and particularly pay, effectively in organizational settings.

### **Course Objectives:**

- (a) to provide the motivational background for using reward systems;
- (b) to familiarize students with the legal constraints on reward systems;
- (c) to provide students with the technical skills for designing reward systems; and
- (d) to provide problem-solving tools and techniques that improve students' people-managing skills in the area of rewards and compensation.

### **Text and Other Readings:**

Milkovich, G.T., Newman, J.M., & Gerhart, B. (2011). Compensation, 10th ed. Boston: McGraw-Hill-Irwin.

Additional readings will consist mainly of articles from current periodicals.

### **Class Procedures:**

The class consists of lectures, group discussions, case analyses, experiential exercises, and video presentations. Approximately one-third of the class time will be devoted to lectures; the remainder is used for hands-on learning.

Students are expected to come to class prepared. Copies of overheads used in class are available on Blackboard. *Students are encouraged to print these out and bring them to class with them.* Examination dates are noted on the topical outline. There will be no deviation from these dates. Other due dates will be announced well ahead of time, and there will be no deviation from them.

### **Special Requirements:**

During the semester, several group mini-projects will be required. These mini-projects will be completed in writing. Students will be required to assess the contribution of each group member on each project.

**Office Hours:**

Monday 9-11 a.m., 2-3 p.m., or by appointment.

**Attendance Policy:**

Attendance is not recorded. Assignments must, however, be completed on time. It is the responsibility of the student to make up missed work. Students make choices about whether it is good use of their time to come to class. These choices are made voluntarily, and they carry consequences, just as missing work in a business setting has consequences. No special accommodations should be expected by students who miss class, and none will be made.

**Examinations:**

Three examinations, and an optional comprehensive examination, will be given. The dates for the examinations, and the materials to be covered in each, are shown in the class schedule.

*Make-ups for Exams I-III will be given only by prior arrangement with the instructor and only under extreme circumstances. There are no make-ups for the optional exam or group mini-projects.*

**Grades:**

Grades will be based on the following weights:

Exam I:	20%
Exam II:	20%
Exam III:	20%
Group Mini-Projects:	30%
Other In-Class Work	10%

An Optional Comprehensive Examination can, and if taken **will**, replace the lowest grade on Exam I-III. If an exam is missed, the grade of 0 will, of course, be the lowest grade the student earned. No replacement work is permitted for mini-project reports.

**Academic Honesty:**

As a core part of its mission, the University of Arkansas provides students with the opportunity to further their educational goals through programs of study and research in an environment that promotes freedom of inquiry and academic responsibility. Accomplishing this mission is only possible when intellectual honesty and individual integrity prevail.

Each University of Arkansas student is required to be familiar with and abide by the University's 'Academic Integrity Policy' which may be found at [ethics.uark.edu](http://ethics.uark.edu). Students with questions about how these policies apply to this course or an assignment in this course should contact me immediately. Guidelines for what constitutes plagiarism are available from the University's Writing Center. Ignorance of what constitutes plagiarism is not a sufficient justification for plagiarism, just as ignorance of the law is not sufficient justification in a lawsuit.

**Inclement Weather Policy:**

Students should attend to the Razorback Alert system in case of inclement weather. If the University is open but the weather is bad, students should check Blackboard for announcements

or call the University Weather Hotline 575-7000 to ascertain whether class will meet that day. In accordance with University policy, students are not expected to endanger themselves to attend class. Class cancellation due to inclement weather may necessitate rescheduling of assigned work. Rescheduling information will be available in the event of class cancellation.

**ADA Accommodation:**

Any student needing ADA accommodation must discuss the issue and arrange adjustments ahead of time. Arrangements should be made separately for each test or assignment.

**Schedule:**

The attached schedule is subject to change and may be altered at the instructor's discretion.

**Topical Outline:**

A topical outline and schedule for the course and examinations is attached.

**Other:**

Watch the university Academic Dates and drop deadlines. They can be found on the Registrar's Office web site: <http://www.uark.edu/registrar/>

**TOPICAL OUTLINE AND SCHEDULE**  
**MGMT 4953**  
**Organizational Rewards and Compensation**  
Section 001, TR 9.30 - 10.50 a.m., WCOB 257

<b>PART I: BACKGROUND</b>		
8/21-9/4	Introduction and Theory	Ch. 1,9
9/6-9/11	Legal Considerations	Ch. 17
9/13	Strategic Issues	Ch. 2
9/18	Other Contextual Issues	Ch. 7
<b>9/20</b>	<b>EXAM I</b>	<b>All of the Above</b>
<b>PART II: COMPENSATION ADMINISTRATION</b>		
9/25-10/2	Job Analysis and Job Evaluation	Ch. 4,5
10/4-10/23	Market Analysis and Setting Wages	Ch. 8
<i>10/16</i>	<i>Fall Break</i>	<i>Enjoy!</i>
10/25	Benefits	Ch. 13
<b>10/30</b>	<b>EXAM II</b>	<b>All Since Exam I</b>
<b>PART III: INCENTIVE AND REWARD SYSTEM DYNAMICS</b>		
11/1-11/6	Performance Appraisal	Ch. 11
11/8-11/27	Incentive Systems and Innovations	Ch. 6,10, Collateral Reading
<i>11/22</i>	<i>Thanksgiving</i>	<i>Enjoy!</i>
11/29-12/4	Dysfunctional Consequences	Collateral Reading
12/6	<b>EXAM III</b>	<b>All Since Exam II</b>
<b>12/13</b>	<b>Optional Comprehensive Exam (10.15-11.35 am)</b>	<b>All Course Materials</b>

***THIS SCHEDULE IS SUBJECT TO CHANGE !!***