Course Objectives: Includes the processes of analyzing developing, implementing, administering and performing on going evaluation of a total compensation and benefits system for all employee groups consistent with human resources management goals.

Compensation Module: Understand the development and implementation of external, internal and employee equity issues associated with pay systems. Corporate objectives, job evaluation, pay, surveys, variable pay and executive pay are featured.

Benefit Module: Understand different types of benefit packages. Health insurance, vacation pay, retirement privileges, and executive privileges are featured.

Administrative Module: Understand pay discrimination, budgets and special groups.

Outcomes: Gain understanding of multifaceted considerations in compensation decision making. Maximize preparation necessary for the Compensation and Benefits portion of the HR certification process.

Instructor
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Performance Appraisal
Exams – 3 @ 100 = 300
Project – 1 @ 100 = 100
Project Section Assignment – 5 @ 10= 50
Case Study – 1 @ 50 = 50

Grades: Course grades are a function of how students do relative to each other, relative to previous sections of this course, and relative to the standard of a typical 400 level course at the BSU College of Business.

Exams: Exams will be made up of multiple choice and short answer/essay questions. Content for each will be from text and lectures.
**Makeup Exams**: If a student misses an exam or quiz it must be made up within a week of the scheduled time. Makeup tests/quizzes will be more difficult.

**Late Papers**: All students are expected to hand in their assignments at the beginning of class on the day scheduled. Late assignments will be penalized at least 10%.

**Compensation & Benefit Project**: Develop a pay and benefit programs for an organization of the students choosing. This will be a comprehensive project that will include the following elements:
1. Develop a Compensation & Benefit Strategy & Philosophy
2. Create three job descriptions
3. Conduct a job analysis on the above three jobs
4. Develop a pay structure, include market factors
5. Develop a pay for performance plan
   a. Including methodology and appraisal form
6. Develop high level Benefit plan
   a. Including component description and administration guidelines

Each component will be submitted in sections, feedback provided to be added to the finished project due at the end of the semester. Do not expect a perfect grade on your final project if my changes are not reflected in your project work. This project will be equal to an exam score for your overall grade.

**Case Study**: Each student will lead a discussion in class on an external compensation article. This is intended to be a discussion; the student should summarize the article then lead the class in an engaging 10 minute conversation regarding its content. Students will sign up for the class date for their presentation.

**Participation**: Quality participation in class is valuable. Attendance will not be taken, however, there **WILL** be exam and quiz questions on the lecture items, most of which will be in essay form.

**Mission of the College of Business & Economics**: The mission of the College of Business & Economics is to advance the success of individuals and organizations of Idaho by providing responsive, accessible and high-quality services in business and economics.

**Disclaimers**: This syllabus is not a contract and can be changed by the instructor at any time. Due to various reasons, some class time may be canceled or altered at any time. Class changes will be announced in class, posted on Blackboard, and e-mailed to your BSU e-mail account as possible.