

**RINKER SCHOOL OF CONSTRUCTION MANAGEMENT
UNIVERSITY OF FLORIDA
GAINESVILLE, FL 32611**

CONSTRUCTION HUMAN RESOURCE MANAGEMENT

COURSE NUMBER: *ICM 6710*

NUMBER OF CREDIT HOURS: 3

Instructor: *R. Raymond Issa* (raymond-issa@ufl.edu)

Required Text:

The 7 Habits of Highly Effective People

Covey, S.R., Simon & Schuster, NY, NY, 2013 or latest

Getting to Yes, 3rd Ed.,

Fisher, R., Ury, W. and Patton, B, Penguin Books, NY, NY, 2011 or latest

Getting Past No

Ury, W., Bantam Books, NY, NY, 1993 or latest

The Art of War

Tzu, Sun, *Oxford University Press*, N.Y., 1971 or latest

Who moved My Cheese?

Johnson, S., *Penguin Putnam & Sons*, NY, NY, 2002 or latest

Good to Great - Why Some Companies Make the Leap... and Others Don't

Collins, J., *Harper Business*, NY, NY, 2001 or latest

Recommended References:

Organizational Behavior: Human Behavior at Work, 14th Ed.

Newstrom, J.W., *McGraw Hill/Irwin*, NY, NY, 2014 or latest

Management and Organizational Behavior Classics, 4th Ed.

Matteson, M. T., and Ivancevich, J. T., *BPI/Irwin*, NY, NY, 1989 or latest

If It Ain't Broke ... Break It!

Kriegel, Robert J., and Patler, L., *Warner Books*, NY, NY, 1991 or latest

Productive Workplaces: Dignity, Meaning, and Community in the 21st Century. 3rd Ed.

Weisbord, M., *Jossey Bass Inc.*, San Francisco, CA, 2012 or latest

Intellectual Capital: The Wealth of Organizations

Brookings, A, *Thompson Learning*, 1998 or latest

The Balanced Scorecard: Translating Strategy into Action

Kaplan, R.S., and Norton, D.P., *Harvard Business School Press*, 1996 or latest

Course Description:

Theories of human behavior and how it is influenced by leadership, organization, environment, motivation, and culture.

Prerequisites:

None

Purpose of Course:

To help the student further develop their management, team building and leadership skills so as to increase their effectiveness in their job performance on international projects.

Course Policies:

Assignment Policy:

Assignments are due as per the sequence detailed in the syllabus. All work turned in for this course is expected to be of professional quality in content and presentation.

Exam Policy:

Final Exam has a 2-hour time limit which starts once you access the exam.

Book Reports 1-5:

Book reports should have a minimum of 1000 words.

Case Study I-V Responses:

Responses to the case studies should have a detailed explanation of how they were arrived at.

UF Policies:

University Policy on Accommodating Students with Disabilities:

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

University Policy on Academic Misconduct:

*Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <http://www.dso.ufl.edu/students.php>. Although joint work on assignments may be acceptable in some cases, duplication of an assignment, both manually or by computer will be considered an act of academic dishonesty and dealt with accordingly. On all work submitted for credit by students at the university, the following pledge is either required or implied: **"On my honor, I have neither given nor received unauthorized aid in doing this assignment."***

Getting Help:

For issues with technical difficulties for E-learning in **Canvas**, please contact the UF Help Desk at:

- Learning-support@ufl.edu
- (352) 392-HELP - select option 2
- <https://lss.at.ufl.edu/help.shtml>

Grading Policies:

Assignments	Points
Assignment #01 - Book Report #1	50
Assignment #02 - Book Report #2	25
Assignment #03 - Book Report #3	50
Assignment #04 - Book Report #4	25
Assignment #05 - Case Study 1	75
Assignment #06 - Book Report #5	50
Assignment #07 - Case Study 2	75
Assignment #08 - Case Study 3	75
Assignment #09 - Key Issues Analysis	100
Assignment #10 - Case Study 4	75
Assignment #11 - Case Study 5	75
Assignment #12 - Case Study Development	125
Assignment #13 - Research Paper	200
Comprehensive Final Exam (Request from Instructor)	250
Total	1250

Grading Scale:

Grades will be computed according to the following scale:

A=90 or above; A- =87-89.9; B=80-86.9; B- =77-79.9; C=70-76.9; C- =67-69.9; D=60-66.9; E<60.

Grade Values for Conversion									
Letter Grade	A	A-	B	B-	C	C-	D	D-	E, I, NG, S-U, WF
Grade Points	4.0	3.67	3.00	2.67	2.00	1.67	1.00	0.67	0.00

Course Syllabus:

Reading Assignments: Students are responsible for the contents of all reading assignments.

Module	Subject	READ COURSE NOTES (X) or Acquire and Read Book
1	The Dynamics of People and Organizations	X
2	Models of Organizational Behavior	X
3	Managing Communications *	X
4	Social Systems and Organizational Cultures	X
	<i>The 7 Habits of Highly Effective People</i>	Acquire and Read Book
	Assignment #01 – Book Report #1 (50 points)	
5	Motivational Basics	X
6	Motivational Applications	X
7	Appraising and Rewarding Performance	X
8	Leadership	X
	Getting to Yes	Acquire and Read Book
	Getting Past No	Acquire and Read Book
	Assignment #02 – Book Report #2 (25 points)	
9	Empowerment and Participation	X
10	Employee Attitudes and Their Effects	X
11	Issues Between Organizations and Individuals	X
12	Interpersonal Behavior	X
13	Informal and Formal Groups	X
14	Teams and Team Building	X
15	Managing Change	X
	Good to Great - Why Some Companies Make the Leap... and Others Don't	Acquire and Read Book
	Assignment #03 - Book Report #3 (50 points)	
	The Art of War	Acquire and Read Book
	Assignment #04 - Book Report #4 (25 points)	
	Assignment #05 - Case Study #1 (75 points)	
	Who Moved My Cheese?	Acquire and Read Book
	Assignment #06 - Book Report #5 (50 points)	
	Assignment #07 - Case Study #2 (75 points)	

Module	Subject	READ COURSE NOTES (X) or Acquire and Read Book
	Assignment #08 - Case Study #3 (75 points)	
16	Employee Harassment	X
17	Employee Discipline and Discharge	X
18	Key Issues Analysis	X
	Assignment #09 -Key Issues Analysis (100 points)	
	Assignment #10 - Case Study #4 (75 points)	
	Assignment #11 - Case Study #5 (75 points)	
	Assignment #12 Due – Develop a Case Study (125 points)	
	Assignment #13 Due - Research Paper (200 points)	
	Comprehensive Final Exam - (250 points) Request from raymond-issa@ufl.edu	