



**UNIVERSITAS AHMAD DAHLAN
FACULTY OF ECONOMICS AND BUSINESS
MANAGEMENT STUDY PROGRAM MASTER PROGRAM**

Document Code:
FM-UAD-PBM-08-02/R1

SEMESTER LESSON PLAN

Courses	Course Code	Lecture Points	Weight (SKS)		Semester	Drafting Date
Advanced Human Resource Management	205110430	Human Resource Management	T = 3	P =	1	January 02, 2022
Authentication	RPS Development Lecturer		RMK Coordinator		Head of Study Program	
	Dr. And Siswanto, M.M. In Abdul Cholik Hidayat, M.C. DR. Emma Nurmaya, Mom.		Dr. And Siswanto, M.M		Dr. Aftoni Sutanto, S.E., M.Si.	
CPL-Prodi charged on lecture points						
CPL-02	Mastering the theory of corporate organizational functions, including HR strategy and operations, assets, finance, marketing, and production					
CPL-03	Able to make organizational decisions including planning, organizing, staffing, directing, implementing and controlling as well as evaluation at the managerial level in various types of corporate organizations based on research using multidisciplinary concepts and methods;					
CPL-4	Able to develop logical, critical, systematic, and creative thinking through scientific research, in the field of science and technology that pays attention to and applies humanities values in accordance with their fields of expertise, compiles scientific conceptions and study results based on scientific rules, procedures, and ethics in the form of a thesis or other equivalent forms, and uploaded on the university website, as well as papers that have been published in accredited scientific journals or accepted in journals international.					
Course Learning Outcomes (CPMK)						
CPMK1	Able to apply scientific thinking, master concepts, theoretical, methods, and tools of Human Resource Management analysis. (CPL-03)					
CPMK2	Able to provide solutions to human resource management problems from sharing types and levels of organizations.(CPL-02)					
CPMK3	Able to make managerial decisions in the field of human resource management and implement them appropriately in various types of organizations at the operational level. (CPL-04)					
Final ability of each learning stage (Sub-CPMK)						
Sub-CPMK1	Students understand and are able to explain concepts, theories, strategies and tools for human resource management analysis. CPMK1					

	Sub-CPMK2	Students are able to identify and analyze human resource management problems in various types and levels of organizations. (CPMK2)		
	Sub-CPMK3	Students are able to provide alternative managerial decisions in the field of human resource management. (CPMK2 and CPMK3)		
	Correlation of CPMK to Sub-CPMK			
		Sub-CPMK1	Sub-CPMK2	Sub-CPMK3
	CPMK1	V		
	CPMK2		V	V
	CPMK3			V
Course brief description	<p>Courses.</p> <p>The course of Human Resources Management is designed to discuss how organization can gain sustainable competitive advantage through people. The course will not only limited to discuss the service functions of Human Resource Management, but also its role in strategic planning and decision making. The functions, including human resources planning, recruiting and selection, training and development, career management, performance appraisal, compensation system will be discussed from strategic, technical and Islamic perspective. This course will also acquaint students about human resources management in the banking industry and global context.</p>			
Study Materials: Learning Materials	<ol style="list-style-type: none"> 1. The challenge of HRM 2. Strategic and HR Planning 3. Job analysis, employee involvement & flexible work schedule 4. Recruitment and Careers 5. Employee selection 6. Training and development 7. Appraising and improving Performance 8. Managing compensation 9. Pay for performance: Incentive reward 10. Employee benefit 11. Promoting safety and health 12. Employee Right and discipline 13. Managing HR Globally 14. The HRM in the perspective of Islam and Banking industry 			
Pustaka	Main:	<ol style="list-style-type: none"> 1. Noe, R. A., Hollenbeck, J. R. 2008. Human Resources Management. International Edition. New York: McGraw-Hill. (A) 2. Snell, S. and Bohlander, G. 2007. Human Resource Management. International Edition. USA: Thomson Higher Education. (B) 		
	Supporter	<ol style="list-style-type: none"> 1. Jones, G.R., 2013. Organization Theory, Design, and Change. Pearson Education Limited, England. 		

	<p>2. Dowling, P.J, Feston, M & Engle, A.,D., SR, 2013, International Human Resource Management, 6th Ed., United Kingdom: Cengage Learning</p> <p>3. Wake, W. 2012. Human Resource Management. Publisher Erlangga, Ciracas Jakarta.</p> <p>4. Kurnia, R., Nurmaya, E. & Choliq A. H. The influence of positive affectivity to knowledge sharing among government sector employees in Tanjungpinang city, <i>NUSANTARA: Jurnal Ilmu Pengetahuan Sosial</i>, Vol 8 No 8 Tahun 2021 Hal. : 2597-2611</p> <p>5. Nurmaya, E., & Arshad, R. (2020). Violation and abuse of psychological contracts and their effects on deviant behavior in the workplace. <i>International Journal of Management Studies</i>, 27(1), 73-91. https://doi.org/10.32890/ijms.27.1.2020.7860</p>
Lecturer	In Abdul Cholik Hidayat, M.C.
Prerequisite Lecture Points	Advanced Human Resource Management

Week to	Expected capability (Sub-CPMK)	Study materials/learning materials	Learning forms, methods, and experiences	Time (minutes)	Valuation		
					Technical	Indicator	Weight (%)
1,2	<p>Sub-CPMK 1 Students are able to explain concepts, theories, strategies and tools for human resource management analysis.</p> <p>Sub-CPMK3 Students are able to provide alternative managerial decisions in the field of human resource management. (CPMK2)</p>	<p>1. The challenge of HRM</p> <p>2. Strategic and HR Planning</p> <ul style="list-style-type: none"> Identify the advantages of integrating human resources planning and strategic planning. Explain the linkages between competitive strategies and HR 	<p>Lecture and active Learning, Case discussion</p>	<p>PB 3x50 KM 3x50 PT 3x50</p>	<p>Written test in the midterm exam</p> <p>Presentation</p> <p>Classroom activeness</p>	<p>1. Describe HRM challenges</p> <p>2. Identify the implications of the strategy on HR policy</p>	15%

3	Sub-CPMK 2 Students are able to identify and analyze human resource management problems in various types and levels of organizations	3.Job analysis, employee involvement & flexible work schedule <ul style="list-style-type: none"> Relationship of Job Requirements and HRM Functions Job Analysis Job Design 	Lectures and active learning, Discussion	PB 3x50 KM 3x50 PT 3x50	Presentation Written assignments Classroom activeness	Create job descriptions and job specifications	10
4	Sub-CPMK 2 Students are able to identify and analyze human resource management problems in various types and levels of organizations.	4.Recruitment and Careers <ul style="list-style-type: none"> Recruiting Talent Externally Recruiting Talent Internally Career Management : Developing Talent over Time 	Lecture and active Learning, Discusi	PB 3x50 KM 3x50 PT 3x50	Written test in the midterm exam Presentation Classroom activeness	Differentiate the recruitment process for several types of organizations	5
5	Sub-CPMK 3 Students are able to provide alternative managerial decisions in the field of human resource management. (CPMK2)	5.Employee selection <ul style="list-style-type: none"> Matching People and Jobs Sources of Information about Job Candidates Employment Tests The Employment Interview 	Lecture and active Learning, Discusi	PB 3x50 KM 3x50 PT 3x50	Written test in the midterm exam Presentation Classroom activeness	Explain the relationship between job analysis and the selection function.	5
6	Sub-CPMK2 Students are able to identify and analyze human resource management problems in various	6.Training and development <ul style="list-style-type: none"> The Scope of Training Phase 1: Counducting the Needs Assessment 	Lecture and active Learning, Discusi	PB 3x50 KM 3x50 PT	Written test in the midterm exam Presentation	Join	5

	types and levels of organizations.	<ul style="list-style-type: none"> • Pahse 2: Designing the Training Program • Phase 3 : Implementing the Training Program • Phase 4 : Evaluating the Training Program 			Classroom activeness		
7	Sub-CPMK 2 Students are able to identify and analyze human resource management problems in various types and levels of organizations.	7. Appraising and improving Performance <ul style="list-style-type: none"> • Performance Appraisal Programs • Developing an Effective Appraisal Program 	Lecture and active Learning, Case discussion	PB 3x50 KM 3x50 PT 3x50	Written test in the midterm exam Presentation Classroom activeness	Analyze the benefits of performance appraisal with the HR function.	5
8	MIDTERMS						
9	Sub-CPMK 3 Students are able to provide alternative managerial decisions in the field of human resource management. (CPMK2)	8.Managing compensation <ul style="list-style-type: none"> • Strategic Compensation Planning • Determining Compensation – The Wage Mix • The Compensation Structure • Goverment Regulation of Compensation 	Lecture and active Learning, Video, case discussion	PB 3x50 KM 3x50 PT 3x50	Written assignments Presentation Classroom activeness	Analyze the effectiveness of the wage approach on international assignments	10
10	Sub-CPMK 2 Students are able to identify and analyze human resource management problems in various	9.Pay for performance: Incentive reward <ul style="list-style-type: none"> • Strategic Reason for Incentive Plans • Setting Performance Measure 	Lecture and active Learning, Discusi	PB 3x50 KM 3x50 PT 3x50	Written assignments Presentation	Explain why incentives are important to increase productivity.	5

	types and levels of organizations.	<ul style="list-style-type: none"> • Administering Incentive Plans • Individual Incentive Plans • Incentives for Professional Employees • Group Incentive Plans • Team Compensation • Enterprise Incentive Plans 			Classroom activeness		
11,12	Sub-CPMK 3 Students are able to provide alternative managerial decisions in the field of human resource management. (CPMK2)	10.Employee benefit 11.Promoting safety and health <ul style="list-style-type: none"> • Employee Benefits Programs • Employee Benefits Required by Law • Discretionary Major Employee Benefits • Employee Service : Creating a Work/Life Setting 	Lecture and active Learning. Case Discussion	PB 3x50 KM 3x50 PT 3x50	Written test in the midterm exam Presentation Classroom activeness	Analysis of effective program benefits related to workforce diversity.	10
13	Sub-CPMK 3 Students are able to provide alternative managerial decisions in the field of human resource management. (CPMK2)	12.Employee Right and discipline <ul style="list-style-type: none"> • Employee Rights and Privacy • Disciplinary Policies and Procedures • Managerial Ethics in Employee Relations 	Lecture and active Learning	PB 3x50 KM 3x50 PT 3x50	Written assignments Presentation Classroom activeness	Issue rights and discipline in the digital age.	5

14	Sub-CPMK 2 Students are able to identify and analyze human resource management problems in various types and levels of organizations.	13.Managing HR Globally <ul style="list-style-type: none"> • Managing across Borders Internationally • Training and Development Internationally • Compensation Internationally • Performance Appraisal Internationally • The Labor Environment Worldwide Internationally 	Lecture and active Learning	PB 3x50 KM 3x50 PT 3x50	Presentation Classroom activeness	Differentiating HR practices domestically and internationally	5
15	Sub-CPMK 2 Students are able to identify and analyze human resource management problems in various types and levels of organizations.	14.The HRM in the perspective of Islam and Banking industry	Lecture and active Learning	PB 3x50 KM 3x50 PT 3x50	Presentation Classroom activeness	Analyze the basics of surah in the Qur'an with the functions of MSDM	5
16	FINAL SEMESTER TEST						

Appendix 2: Student CPL Achievement Assessment and Evaluation Portfolio

Mg	CPL	CPMK (CLO)	Sub-CPMK (LLO)	Indicator	Question form – Weight (%)		Weight (%) Sub-CPMK	Mhs value (0-100)	$\Sigma(\text{Value mhs}) \times (\text{Bobot } \%)$	Attainment CPL on MK (%)	
1	CPL2 CPL3 CPL4	CPMK1 CPMK2	Sub-CPMK-1 Sub-CPMK-2	I-1.1 I-1.2	Task-1 Soal Essay AMABLE	5 5	10				
2-4	CPL2 CPL3	CPMK2 CPMK3	Sub-CPMK-2 Sub-CPMK-3	I-2.1 I-2.2 I-2.3	Task-2 Soal Essay AMABLE	5 10	15				
5-6	CPL3 CPL2	CPMK3 CPMK2	Sub-CPMK-3 Sub-CPMK-2	I-3.1 I-3.2 I-3.3	Task-3 Soal Essay AMABLE	5 10	15				
7	CPL2 CPL3	CPMK3 CPMK2	Sub-CPMK-3	I-4.1 I-4.2	Task-4	5	10				
8	Midterm Evaluation										
9-11	CPL2 CPL3	CPMK3	Sub-CPMK-3	I-5.1 I-5.2 I-5.3	Task-5 Soal Essay WHO	5 15	20				
12-14	CP12 CPL3	CPMK3 CPMK2	Sub-CPMK-3 Sub-CPMK-2	I-6.1 I-6.2 I-6.3 I-6.4	Task-6 Soal Essay WHO	5 15	20				
15	CPL3	CPMK2	Sub-CPMK-2	I-7.1 I-7.2	Task-7	10	10				
16	End of Semester Evaluation										
Total Weight (%)							100	100			

Final Student Grade ($\sum(\text{MHS Score}) \times (\text{Weight \%})$)		
--	--	--

Student CPL Achievement Assessment and Evaluation Portfolio

No.	CPL on MK – Operations Management	Access value (0 s.d. 100)	CPL accessibility to MK (%)
1	CPL 3 Mastering the theory of corporate organizational functions, including HR strategy and operations, assets, finance, marketing, and production		
2	CPL 2 Able to develop logical, critical, systematic, and creative thinking through scientific research, in the field of science and technology that pays attention to and applies humanities values in accordance with their field of expertise, compiles scientific conceptions and study results based on scientific rules, procedures, and ethics in the form of a thesis or other equivalent forms, and uploaded on the university website, as well as papers that have been published in accredited scientific journals or accepted in international journals.		
3	CPL 4 Able to make organizational decisions including planning, organizing, staffing, directing, implementing and controlling as well as evaluation at the managerial level in various types of corporate organizations based on research using multidisciplinary concepts and methods;		

Appendix 3: Sample Student Assignment Plan Form

		UNIVERSITAS AHMAD DAHLAN FACULTY OF ECONOMICS AND BUSINESS			
STUDENT ASSIGNMENT PLAN					
COURSES		Human Resource Management (Advanced)			
CODE	181161230	Credits	3	Semester	6
LECTURER	Dr. Ema Nurmaya, S.E., M.M.				
TASK FORM					
Written Assignments					
TASK TITLE					
Task: Analyze the International Wage Approach.					
SUB LEARNING OUTCOMES OF COURSES					
Sub-CPMK4: Understand <i>international staffing</i> , international performance management, international training and development, international compensation, and international industrial relations. (C2; C4) (CPMK3, CPMK4)					
TASK DESCRIPTION					
This assignment aims to enable students to explain the components 2 of international pay, and to distinguish approaches ² in international compensation. Furthermore, able to analyze the application of these two approaches in international assignments from companies from <i>developing countries</i> to <i>developing countries</i> , and vice versa.					
TASK EXECUTION METHOD					
<ol style="list-style-type: none"> 1. Read textbooks, see videos related to international wages. 2. Answer questions given regarding international wages. 					
EXTERNAL SHAPES AND FORMATS					
a. Objects of Garapan: -					

b. External forms:

1. Written report.

INDICATORS, CRITERIA AND ASSESSMENT WEIGHTS

- a.** Describe the components of international wages (10%)
- b.** Explain the approach to international wages (40%)
- c.** Analyze the application of this approach in international competition. (50%)

SCHEDULE

Title and Framework Setting	May 1, 2022
Task External Collection	May 17, 2022

OTHER

The assessment weight of this task is 5% of the 100% assessment of this course;
Tasks are worked on and presented independently;

REFERENCE LIST

1. Dowling, P.J, Feston, M & Engle, A.,D., SR, 2013, International Human Resource Management, 6th Ed.,United Kingdom: Cengage Learning
2. Snell, S., & Bohlander, G. 2010. Principles of Human Resource. Management, 15th ed. Mason, OH: South Western – Cengage Learning.
3. [Hatps://vv.youtube.com/watch?v=jis5i5hui](https://vv.youtube.com/watch?v=jis5i5hui)

Holistic Rubric Assignment: Analyzing International Wage Approaches

Grade	Score	Judging Criteria
Very lacking	<20	The task report presented is irregular and unable to answer the questions ² given.
Less	21 - 40	The assignment report is poorly presented and is only able to answer a small part of the questions ² given.
Enough	41 - 60	The assignment report is presented well enough and is capable enough to answer half of the questions ² given.
Good	61 - 80	The task report is well presented and able to answer most of the questions given
Excellent	>81	The task report is very well presented and able to comprehensively answer the questions ² given.

Student Grade List

No	NIM	Name	Score (0-100)
1			
2			
3			
...			

Example of Perception Scale Rubric Form for Presentation Assessment

Assessed Aspects/Dimensions	Very Lacking	Less	Enough	Good	Excellent
	< 20	(21-40)	(41-60)	(61-80)	≥ 81
<p>Preparation</p> <p>Ensure that there will be no technical problems during the presentation.</p> <p>Ensure presentations start on time</p>					
<p>Presentation Media</p> <p>Ensure that media presentations (ppt, video, mic) are interesting</p>					
<p>Material Mastery</p> <p>Make sure the content of the presentation is on topic.</p> <p>Ensure the depth of the topic.</p>					
<p>Presentation Mastering Skills</p> <p>Respond to inquiries</p> <p>Answer questions</p> <p>Maintain presentation conditions</p>					
<p>Topic Evidence</p> <p>Able to give real examples of the topic.</p>					