

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

<b>Course Code and Number:</b> BUS 406		<b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>																	
<b>Course Full Title:</b> Compensation and Benefits <b>Course Short Title (if title exceeds 30 characters):</b>																			
<b>Faculty:</b> Faculty of Professional Studies		<b>Department (or program if no department):</b> School of Business																	
<b>Calendar Description:</b> Strategic compensation design plays an important role in attracting qualified talent to an organization. It also greatly impacts organizational effectiveness and efficiencies. This course examines the components of a total compensation system, within the broader context of workplace reward structures.																			
<b>Prerequisites (or NONE):</b>		BUS 201. Note: As of January 2019, prerequisites will change to: 60 university-level credits including BUS 201.																	
<b>Corequisites (if applicable, or NONE):</b>		None																	
<b>Pre/corequisites (if applicable, or NONE):</b>		None																	
<b>Equivalent Courses (cannot be taken for additional credit)</b> Former course code/number: Cross-listed with: Equivalent course(s): <i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>		<b>Transfer Credit</b> Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Transfer credit requested (OREg to submit to BCCAT): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> .																	
<b>Total Hours: 45</b> <b>Typical structure of instructional hours:</b> <table border="1"> <tr><td>Lecture hours</td><td>39</td></tr> <tr><td>Seminars/tutorials/workshops</td><td>6</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>45</b></td></tr> </table>		Lecture hours	39	Seminars/tutorials/workshops	6	Laboratory hours		Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities		Other contact hours:		<b>Total</b>	<b>45</b>	<b>Special Topics</b> Will the course be offered with different topics? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, different lettered courses may be taken for credit: <input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit <i>Note: The specific topic will be recorded when offered.</i>	
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<b>Total</b>	<b>45</b>																		
		<b>Maximum enrolment (for information only): 25</b> <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Annually																	
<b>Department / Program Head or Director:</b> Dr. Frank Ulbrich		<b>Date approved:</b> October 31, 2017																	
<b>Faculty Council approval</b>		<b>Date approved:</b> December 8, 2017																	
<b>Campus-Wide Consultation (CWC)</b>		<b>Date of posting:</b> February 16, 2018																	
<b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass		<b>Date approved:</b> December 8, 2017																	
<b>Undergraduate Education Committee (UEC) approval</b>		<b>Date of meeting:</b> February 23, 2018																	

**Learning Outcomes**

Upon successful completion of this course, students will be able to:

- LO 1. Recognize the importance of integrating compensation systems within the framework of organizational strategy,
- LO 2. Describe the purpose and role of indirect pay,
- LO 3. Evaluate compensable factors and conduct Point method of job evaluation,
- LO 4. Formulate strategies and techniques to establish base pay,
- LO 5. Design and establish performance pay,
- LO 6. Analyze issues associated with benefits and pension management.

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes ☐ No, PLAR cannot be awarded for this course because

**Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)**

Lectures, case studies, and simulation.

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

**Typical Text(s) and Resource Materials (if more space is required, download Supplemental Texts and Resource Materials form)**

Author (surname, initials)	Title (article, book, journal, etc.)	Current ed.	Publisher	Year
1. Long, R., & Singh, P.	Strategic Compensation in Canada	<input checked="" type="checkbox"/>	Nelson	
2. Long, R., & Ravichander, H.	Strategic Compensation in Canada: A Simulation	<input checked="" type="checkbox"/>	Nelson	
3.		<input type="checkbox"/>		

**Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)**

n/a

**Typical Evaluation Methods and Weighting**

Final exam:	30%	Assignments:	-	Midterm exam:	25%	Practicum:	-
Quizzes/tests:	10%	Lab work:	-	Field experience:	-	Shop work:	-
Class participation:	10%	Simulation:	25%	Other:	-	Total:	100%

**Details (if necessary):****Typical Course Content and Topics**

Module One: Formulating reward and compensation strategy

- Using strategic framework to create an effective compensation structure
- Applying behavioural framework to the compensation system
- Understanding the components of compensation strategy
- Test One (LO 1–2)

Module Two: Determining compensation values

- The job evaluation process
- The point method of job evaluation
- Pay for knowledge systems
- Evaluating the market

Midterm Exam (LO 1–3)

Module Three: Designing and implementing pay plans

- Designing the base pay structure with pay grades and ranges
- Test 2 (LO 4)
- Appraising employee performance and designing performance pay plans
- Designing indirect pay plans (benefits)
- Compensating special employee groups
- Managing employee benefits and pension

Class participation (LO 1–6)

Simulation assignment (LO 1–6)

Comprehensive Final Exam (LO 1–6)