

SYLLABUS
PART I
EDISON COMMUNITY COLLEGE
HRM 212S COMPENSATION AND BENEFITS
3 CREDIT HOURS

COURSE DESCRIPTION

Comprehensive study of the purpose, structure and effectiveness of an organizational compensation system. Topics include legal issues, job evaluation, pay structure and benefits. Prerequisite: HRM 110S.

COURSE GOALS

The student will:

1. Describe four basic methods of compensation.
2. Contrast intrinsic and extrinsic rewards.
3. Outline a process of building a wage and salary system.
4. Identify guidelines for incentive programs.
5. Design a pay-for-performance plan.
6. Define benefits and identify reasons why employers provide them.
7. List at least six pension-related terms.
8. Describe the union role in wage and salary administration.
9. Describe the laws that affect compensation.
10. Identify the basic provisions of the Fair Labor Standards Act.
11. Explain how employee participation influences the effectiveness of the pay system.

CORE VALUES

The Core Values are a set of principles which guide in creating educational programs and environments at Edison. They include communication, ethics, critical thinking, human diversity, inquiry/respect for learning, and interpersonal skills/teamwork. The goals, objectives, and activities in this course will introduce/reinforce these Core Values whenever appropriate.

COURSE TOPICS

1. Forms of Pay
2. Determining Structure and Pay Level
3. Determining an Individual Pay
4. Compensation Strategies
5. Employee Benefits
6. Management of the Total Compensation System
7. Legal Issues