

Course: Human Capital Management					Status: optional			
Semester	No. of weeks	No. of hours (weekly)			No. of hours (globally)			ECTS
		Lect.	Class	Lab.	Lect.	Class	Lab.	
autumn	15	1	15	4
Lecturers: PhD Bartosz Surawski, PhD Katarzyna Szelągowska-Rudzka								

Contents of study:

1. Integrated Human Capital Management – introduction
Systemic approach, Human Resources Management vs. Human Capital Management, Importance and evolution of the personnel function, Subject and object of HCM.
2. Human Capital and Intellectual Capital
From human resources to human capital, Intellectual Capital and its composition, Definition and evolution of human capital, key features of Human Capital Management.
3. Knowledge-based work and Knowledge workers
Characteristics of contemporary employment, Traditional and new forms of work, Knowledge-based work, Knowledge workers as the key component of Human Capital.
4. Personnel/ Human Capital Management Strategy
Organisational strategy, the essence of personnel strategy, Personnel strategy-making process
5. Job analysis as base of HCM
Aims and methods of job analysis, Elements of work to be analysed, Job descriptions, Qualifications, Competencies, Competence analysis, Competence profiles,
6. Recruitment and Selection
Planning demand for human capital, Procedures and channels of recruitment, Procedures and methods of selection, Introduction to the workplace.
7. Remuneration and motivation system
Basics of motivation, human needs, theories of motivation, Types of reward, Financial and nonfinancial intensives.
8. Development of Human Resources
Development as joint investment of employer and employee, Methods of development, On-the-job and off-the-job development, Development Planning, Career Planning,
9. Evaluation Systems
Evaluation and human capital, Constant and Periodical Evaluation, Evaluation procedure, Evaluation criteria, Methods and techniques of evaluation.
10. Human Capital Measurement
Human Capital measurement in economies and organisations, Value of human capital as part of company's assets, Human resources accounting, Cost and revenue, Return on investment in human capital

Criteria for assessment:

written paper, oral examination.

Literature:

1. F. Afiouni, *Human Capital Management: a New Name for HRM?*, International Journal of Learning and Intellectual Capital, Vol. 10/2013, No. 1, pp.18–34.
2. M. Armstrong, *Human Resource Management*, Oficyna Ekonomiczna, Kraków 2000.
3. P. Banfield, R. Kay, *Introduction to Human Resource Management*, Oxford University Press, New York 2008.
4. A. Baron, M. Armstrong, *Human Capital Management*, Oficyna Wolters Kluwer business, Warszawa 2006
5. M. Fryczyńska, *Human Capital Management*, Warsaw School of Economics, Warsaw 2015.
6. A. Krejner-Nowicka, *Human Resource Management. Study Guide to Topics, Vocabulary and Definitions*, Warsaw School of Economics, Warsaw 2015.

7. K. Szelągowska-Rudzka, *Human Resources Management in Higher Education Institutions in Poland*, Management, Volume 22, Issue 1, No. 6/2018, Pages 208–225, DOI: <https://doi.org/10.2478/manment-2018-0015>
8. Ch. Williams, *MGMT 2 Students Book*, University of the Pacific, South-Western Cengage Learning, Mason, USA 2010.