



Universitas Negeri Surabaya
Faculty of Vocational Studies
D4 Public Administration Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight	SEMESTER	Compilation Date																																											
Human Resource Management	99996340103031		T=3 P=0 ECTS=4.77	2	July 17, 2024																																											
AUTHORIZATION	SP Developer		Course Cluster Coordinator	Study Program Coordinator																																												
	Dr. Weni Rosdiana, S.Sos., M.AP.																																												
Learning model	Project Based Learning																																															
Program Learning Outcomes (PLO)	PLO study program that is charged to the course																																															
	Program Objectives (PO)																																															
	PLO-PO Matrix																																															
		P.O																																														
	PO Matrix at the end of each learning stage (Sub-PO)																																															
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td colspan="15" style="text-align: center;">Week</td> </tr> <tr> <td style="width: 10%;"></td> <td style="width: 5%;">1</td> <td style="width: 5%;">2</td> <td style="width: 5%;">3</td> <td style="width: 5%;">4</td> <td style="width: 5%;">5</td> <td style="width: 5%;">6</td> <td style="width: 5%;">7</td> <td style="width: 5%;">8</td> <td style="width: 5%;">9</td> <td style="width: 5%;">10</td> <td style="width: 5%;">11</td> <td style="width: 5%;">12</td> <td style="width: 5%;">13</td> <td style="width: 5%;">14</td> <td style="width: 5%;">15</td> <td style="width: 5%;">16</td> </tr> </table>															Week																1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
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Short Course Description	This course provides students with a basic understanding of the role of human resource management in a public organization in order to achieve competitive advantage. Starting from explaining HRM in terms of ontology, epistemology and axiology, the evolution of HRM from the birth of the scientific management movement to the birth of the human relations movement, corporate culture, HR as key elements Integration of sources of excellence which include; organization, capabilities, culture and human resources. HR planning includes staff formation, employee orientation, HR development, HR development (PNS), compensation, promotion, transfer, motivation and ultimately the dismissal of employees (PNS). The next stage provides learning experiences for students to apply basic HRM concepts which are outlined in writing papers and presenting them using Power-Point media. This course uses an expository and explanatory approach.																																															
References	Main :																																															
	<ol style="list-style-type: none"> 1. Moving Toward a New Model of Career Development, 2007. Academy of Management executive, Vol 11, No.1, 2. Hasibuan, H. Malayu. 2002. Manajemen Sumber Daya Manusia, Edisi Revisi Kedua, Yogyakarta. Penerbit BPFE-UG. 3. Irianto, Yusuf, 2001. Tema-Tema Pokok Manajemen Sumber Daya Alam. Surabaya. Penerbit Insan Cendekiawan. 4. Noe, Hollenbeck, Gerhart. 2008. Human Resource Management, 6 th edition. Mc Graw Hill, 5. Dessler, Gary. 2005. Human Resource Management. 10th edition, Prentice-Hall International Inc., 6. Bernardin. John. 2003. Human Resource Management. 3rd ed, Mc Graw Hill, 																																															
	Supporters:																																															
Supporting lecturer	Dr. Prasetyo Isbandono, S.Sos., M.Si. Dr. Agus Prastyawan, S.Sos., M.Si.																																															
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)																																									
		Indicator	Criteria & Form	Offline (offline)	Online (online)																																											
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)																																									
1	Students are able to explain HRM as a science	Explaining HRM in terms of ontology, epistemology and axiology		- Pulpit lecture - Question and answer. - Discussion 3 X 50			0%																																									

2	Students are able to explain the development of HRM and identify the development of HRM	<ol style="list-style-type: none"> 1. Able to explain the birth of Scientific Management 2. Able to explain the background of the birth of the human relations management movement to modern management 3. Able to determine the current HRM pattern 		- Pulpit lecture - Question and answer. - Discussion 3 X 50			0%
3	Students are able to explain competitive advantages through HRM.	<ol style="list-style-type: none"> 1. Able to explain company culture 2. Able to explain HR as a key element 3. Students are able to integrate sources of excellence, namely; organization, culture and capabilities. 		Pulpit lecture Discussion on 3 X 50 Simulation			0%
4	Students are able to explain competitive advantages through HRM.	<ol style="list-style-type: none"> 1. Able to explain company culture 2. Able to explain HR as a key element 3. Students are able to integrate sources of excellence, namely; organization, culture and capabilities. 		Pulpit lecture Discussion on 3 X 50 Simulation			0%
5	Students are able to make personnel plans	<ol style="list-style-type: none"> 1. Able to explain the importance of personnel planning 2. Analyzing HR needs 3. Identifying factors of high and low supply and demand for HR. 		Pulpit lecture Discussion on 3 X 50 Simulation			0%
6	Students are able to understand employee orientation/placement	<ol style="list-style-type: none"> 1. Explain the benefits of an orientation program 2. Analyze the factors that influence orientation 		Lecture pulpit Discussion 3 X 50			0%
7	Students are able to understand employee orientation/placement	<ol style="list-style-type: none"> 1. Explain the benefits of an orientation program 2. Analyze the factors that influence orientation 		Lecture pulpit Discussion 3 X 50			0%

8			Criteria: 1.Question number 1 score: 25 2.Question number 2 score: 25 3.Question number 3 score: 25 4.Question number 4 score: 25	Written Test 3 X 50			0%
9	Students are able to explain and develop HR development programs	1.Outlines the steps in HR development 2.Analyzing HR development programs 3.Identifying obstacles in HR development		Pulpit lecture Questions and answers Discussion 3 X 50			0%
10	Describe the various reward systems received by employees	1.Explain the objectives and types of compensation 2.Analyze appropriate types of compensation for public sector organizations		Lecture pulpit Discussion 3 X 50			0%
11	Students are able to understand promotions and transfers	1.Explain the basis and purpose of promotion as well as the basis and purpose of transfer 2.Analyze promotion and transfer needs 3.Identify HR who are proposed for promotion and transfer		Pulpit lecture Questions and answers Discussion 3 X 50 Simulation			0%
12	Students are able to understand promotions and transfers	1.Explain the basis and purpose of promotion as well as the basis and purpose of transfer 2.Analyze promotion and transfer needs 3.Identify HR who are proposed for promotion and transfer		Pulpit lecture Questions and answers Discussion 3 X 50 Simulation			0%

13	Students are able to explain maintaining relationships with employees through providing motivation	<ol style="list-style-type: none"> 1. Able to explain the relationship between maintaining relationships and providing motivation. 2. Analyzing motivation as a tool for retaining human resources. 3. Identifying motivational components that are appropriate for public sector organizations 		Pulpit lecture Discussion on 3 X 50 Simulation			0%
14	Students are able to explain the basis, purpose and process of dismissing employees.	<ol style="list-style-type: none"> 1. Explain the meaning of employee dismissal 2. Identify the various types of employee dismissal along with the reasons and impacts they cause. 		Pulpit lecture Discussion on 3 X 50 Simulation			0%
15	Students are able to explain the basis, purpose and process of dismissing employees.	<ol style="list-style-type: none"> 1. Explain the meaning of employee dismissal 2. Identify the various types of employee dismissal along with the reasons and impacts they cause. 		Pulpit lecture Discussion on 3 X 50 Simulation			0%
16							0%

Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
		0%

Notes

1. **Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
2. **The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
3. **Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
4. **Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
5. **Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
6. **Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
7. **Forms of assessment:** test and non-test.
8. **Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
9. **Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.

12. TM=Face to face, PT=Structured assignments, BM=Independent study.