Compensation
Summer 2020
Session III

Instructor: Mrs. Samantha White
Office Hours: Virtual, By appointment
Telephone: (678) 839-4827
Email: sdwhite@westga.edu
Office: Miller Hall 2220

Textbook:
Textbook Website

Course Description:
This course covers compensation and benefits systems. Topics of study include designing a pay structure, strategic compensation, and contemporary compensation topics such as executive compensation and the flexible workforce.

Credit Hour Policy (3 credit hours): For approximately fifteen weeks, students in this class will generally spend 150 minutes with direct faculty instruction (either face-to-face or online) and work about 360 minutes outside of the classroom each week. This out-of-class work may include, but is not limited to, readings, assignments, projects, group work, research, and test preparation.

Requests for Modifications:
Any students requiring modifications should make an appointment to meet with the instructor as soon as possible. An official letter from UWG Accessibility Services documenting the disability is required in order to receive accommodations.

Communication Expectation
The Management Department and this faculty member believe in work-life balance for both faculty and students. Faculty will typically respond to student emails within 24 hours. Students should not expect a response during non-business hours, which includes nights, weekends, holidays, and school breaks.

Office Hours
We will be fully online during the summer semester. I am happy to meet with you via phone or video conference as needed. Please email me at sdwhite@westga.edu to schedule a meeting.

Online Quizzes:
Students will complete an online quiz in CourseDen for each chapter covered in this course. Students will have 20 minutes to answer 20 multiple choice questions.

Exams:
Three exams will be given this semester to allow you the opportunity to demonstrate your understanding of Compensation. Questions will be taken from lectures, assigned readings, videos, and other materials and topics covered during the course.

Group Project:
Working in groups of 3-4, students will complete an exercise on designing a pay structure. Detailed instructions for this assignment will be posted in CourseDen.
Grading:

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<tr>
<th>Graded Event</th>
<th>Percentage of Final Average</th>
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<tbody>
<tr>
<td>Chapter Quizzes</td>
<td>10%</td>
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<tr>
<td>Homework</td>
<td>20%</td>
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<tr>
<td>Online Exams</td>
<td>50%</td>
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<tr>
<td>Case Study</td>
<td>20%</td>
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<tr>
<td>Total</td>
<td>100%</td>
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CourseDen:

You will find CourseDen helpful in this class. Many of the PowerPoint overheads used in class are posted here as well as your grades. Further, if you lose your syllabus, a copy is posted for your convenience.

Penalties for Breach of Academic Integrity:

Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of penalties including but not limited to failing the assignment, failing the course, and referral to Office of the Vice President for Academic Affairs. Students should familiarize themselves with the Academic Honor Code.

**NOTE:** Violations of the academic honesty policy may result in expulsion from the University.

Wolf Pact:

Students in this course are expecting to behave ethically and professionally, with integrity and honesty, in all activities.

Important Links:

- CourseDen (D2L) Home Page
- CourseDen Help & Troubleshooting
- UWG Online Student Page
- SITS
- Ingram Library Services
- Distance Learning Services
- University Bookstore
<table>
<thead>
<tr>
<th>Week of</th>
<th>Topics</th>
<th>Assignments Due</th>
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| **June 1st** | Orientation/Introduction  
Chapter 1 – Strategic Compensation  
Chapter 2 – Contextual Influences on Compensation Practice  
Chapter 3 - Traditional Bases for Pay  
Chapter 4 - Incentive Pay           | Homework & Online Quizzes 1-4 due by 11:59 PM on 6/6  
Exam 1 (online) due by 11:59 PM on 6/7                   |
| **June 8th** | Chapter 5 - Person-Focused Pay  
Chapter 6 – Building Internally Consistent Compensation Systems  
Chapter 7 – Building Market-Competitive Compensation Systems  
Chapter 8 – Building Pay Structures that Recognize Employee Contributions | Homework & Online Quizzes 5-8 due by 11:59 PM on 6/13  
Exam 2 (online) due by 11:59 PM on 6/14                   |
| **June 15th** | Chapter 9 – Discretionary Benefits  
Chapter 10 – Legally Required Benefits  
Chapter 11 - Compensating Executives  
Chapter 12 – Compensating the Flexible Workforce          | Homework & Online Quizzes due by 11:59 PM on June 20th  
Exam 3 (online) due by 11:59 PM on 6/21                   |
| **June 22nd** | Finish Designing a Pay Structure Project | Project Due by 11:59 PM on 6/25                   |