

Employee Benefits HRMG-5960

S1 2021 Section SM 3 Credits 01/04/2021 to 03/05/2021 Modified 12/22/2020

Meeting Times

Lecture

Tuesday, 7:00 PM to 11:00 PM, Zoom

Class will meet via Zoom - the link will be posted in WorldClassroom

Contact Information

Instructor: Dr. Camuy Heremuru

Email: camuyheremuru36@webster.edu

Phone: 860-215-5158

Office Hours

Tuesday, 6:25 PM to 6:55 PM, Zoom

For special circumstances I am always available to meet with students outside of the normal office hours. Students can also request to have video conference through Zoom.

Description

"Employee benefits" refers to compensation other than wages and salaries, such as health insurance, social security contributions, pensions and retirement plans, vacations, and sick days. This course introduces the "how and why" of employee benefits to students who are, or wish to be, in human resources management. First, the course introduces students to the entire range of employee benefits commonly used in the workplace. Second, the course will help students analyze employee benefits programs and identify the critical issues associated with different types of benefits. As an introductory course in benefits, this course does not cover in detail the tax consequences of different types of benefits or the Employee Retirement Income Security Act (ERISA). This elective course supplements the Compensation (HRMG 5920) core course.

Requisites

HRMG 5000

Outcomes

At the end of the course the student will be able to:

- Examine employee benefit programs typically provided by private and public sector organizations.
- Determine methods of linking employee benefit objectives as components of total compensation with the overall objectives of the organization.
- Demonstrate a familiarity with techniques of design, management and finance of employee benefit programs.
- Explain the significance of employee benefits in terms of both the employer costs and the value of benefits to the employee.
- Develop an awareness of a historical and current perspective of benefit plans from the viewpoint of employers, human resource managers and employees.

Required Textbook

Employee Benefits

Author: Martocchio

Publisher: MCG

Edition: 5th

ISBN: 978-0078029486

Materials

Textbook title and ISBN posted here:

<http://www.bkstr.com/websteronlinestore/home>

Start here - follow drop down menus

Deliverables

The World Classroom

Communication and work assignments will be done through the World Classroom. Each week students can find important information in the Discussion and Assignment Section. It is highly recommended for students to visit the World Classroom on a weekly basis.

Discussion Board

A percentage of your grade is based on your posts on the Discussion Board. You must post at least two times and respond to your peers two times during the term. The week for you to post can be found in the Schedule portion of your syllabus. On the week of posting, one post should be your response to the questions posed in the discussion board. The other post should be a thorough researched response to another peer's post.

To receive credit, you must post your response to the posted discussion board questions and respond to another student's post by Sunday at midnight EST, prior to the next class period.

Your grade on the discussion board is based on participation. In order to receive full credit for these posts, you must fulfill the following requirements:

- Initial posts should be a minimum of 100 words and response to your peer's post should also be a minimum of 100 words. Posts should not exceed 200 words.
- Posts should be pertinent to the discourse, but should also attempt to introduce a new point of view or piece of information or otherwise further the discussion.
- Posts should consist of correct punctuation, vocabulary and grammar appropriate for a graduate level course. Misuse of the discussion boards will not be condoned.

Chapter Analysis

Students will be given the opportunity to analyze some chapters then present their analysis of the authors work. A formal presentation is required, one that mirrors a workshop or a seminar. Chapter Analysis is fundamental in analyzing the chapter and to bring a person's expert knowledge to properly interpret the authors postulations. For such, students in the Master's program will work as a group to analyze assigned chapters.

As a reminder, the APA 7th ed., format will be used for all coursework. All Chapter Analysis will be group work.*

Exams:

There will be two open book examinations, midterm and final. Both examinations will consist of 5 essay questions worth 20 points each.

Presentations:

As members of various organizations, it is important to be able to present ideas that are taken seriously and at times implemented into policies. Based on this notion, Presentations in the Master's program are key in abetting students to become experts and convincing presenters/managers. If you are reluctant in presenting your ideas, you are not alone. I believe in a total team concept, and we will work together, so that all students are able to give a strong presentation by the end of the term.

Research:

Performing Research is important to ensure that proper decisions are made in the execution of research and development in the organization. On this basis, students will execute their research in a topic concerning Employee Benefits, this will be given on the first day of class. This research paper will consist of 8 double space pages to include the Title, Abstract and Reference pages and in the APA format. The paper portion is due on the 8th week, however on the last night of class students will present their research findings in a 10 minute presentation.

While the APA Manual is not mandatory, students are required to use the APA, 7th ed., format, in all graduate level work.

Refer to the Publication Manual of the American Psychological Association for all coursework.

*Signifies group work

✓ Evaluation

Criteria

Breakdown Grading Rubric

Discussion Board 15%

Chapter Analysis Presentations 15%

Mid-Term Exam 20%

Final Exam 20%

Research Paper/Presentation 30%

Letter Grade Numerical Score

A 96-100% (4.0)

A- 91-95% (3.67)

B+87-90% (3.33)

B 82-86% (3.0)

B- 78-81% (2.67)

C 70-77% (2.0)

F 69 & below (0)

I Incomplete (0)

W Withdrew

WF Withdrew/Failed

📅 Schedule

Week 1

Introduction, Syllabus review, coursework handout, APA review,

Chapter 1- Introduction to Employee Benefits

Chapter 2- The Psychology and Economics of Employee Benefits

Simulation Exercise - Employee Benefits

Group - Chapter Analysis Preparation

Week 2

Chapter 3 - Regulating employee Benefits

Chapter 4 - Employer-Sponsored Retirement Plans

Simulation Exercise, Chapter's 3 & 4

Group - Chapter Analysis Preparation

Week 3

Chapter 5 - Employer-Sponsored Health Insurance Programs

Chapter 6 - Employer-Sponsored Disability Insurance, Life Insurance, and Workers' Compensation

Group - Chapter Analysis Presentation (PowerPoint Presentation)

Brainstorm Session - Final Individual Paper

Week 4

Chapter 7- Government-Mandated Social Security Programs

Discussion Question Postings (Sunday before week 4 class session)

Discussion Posting Round Table

Outline - Final Individual Paper Review

Group - Chapter Analysis Preparation

Week 5

Exam Review, Mid-Term Examination, Chapters' One - Seven

Chapter 8 - Paid Time-Off and Flexible Work Schedules

Role Play Exercise - Paid Time-Off and Flexible Work Schedules

Group - Chapter Analysis Preparation

Week 6

Chapter 9 - Accommodation and Enhancement Benefits

In-Basket Exercise (Paid Time-Off and Flexible Work Schedules)

Group - Chapter Analysis Preparation

Week 7

Chapter 10 - Managing Employee Benefits system

Chapter 11 - Nonqualified Deferred Compensation Plans for Executives

Simulation Exercise- Managing Employee Benefits system

Group Chapter Analysis Presentation (PowerPoint Presentation)

Week 8

Chapter 12 - Global Employee Benefits at a Glance

Discussion Question Postings (Sunday before week 8 class session)

Discussion Posting Round Table

Final Individual Research Paper Due

Week 9

Final Examination Review, Final Examination, Final Individual Research Paper Presentation, Course Critique

ONLINE EVALUATION: <https://evaluation.webster.edu> - *available weeks 8 & 9*, posted in WorldClassroom as well

* Course Policies

Absences and late arrival

Attendance It should be noted that class meetings are mandatory and should be treated as such. Attendance will be taken at the beginning of each class. In the event you arrive late, ensure that you notify the Professor at the first break so that you can receive credit for your attendance.

As a general rule- students should notify the Professor prior to class, concerning absence and late arrival.

Late Assignment Policy Late assignment will automatically receive a 20% deduction in grade if the assignment is not submitted by the day it is due. Assignment more than 7 days late will not be accepted.

Webster University Course Attendance Policy

The University reserves the right to drop students who do not attend class the first week of the term/semester. Students are expected to attend all class sessions of every course. In the case of unavoidable absence, the student must contact the instructor.

The student is subject to appropriate academic penalty for incomplete or unacceptable makeup work, or for excessive or unexcused absences.

A student who misses more than one four-hour course period (per course) without a documented military or medical excuse and advance permission from the instructor should withdraw from the class within the time period allowed for withdrawals.

(<http://www.webster.edu/catalog/2013-2014/graduate-catalog/enrollment.html>)

Excused Absences The instructor should encourage students to notify him or her prior to class if an absence is anticipated. If a student is absent, the instructor shall assign makeup work to cover the materials presented that week.

If a student has two absences, the instructor has the option to lower the student's grade one letter grade and to inform the student of the action.

If a student has three absences, the instructor has the option to assign a grade of F and to inform the student of the action.

It is the student's responsibility to withdraw from the course. In an extreme case, when the instructor chooses to award a grade of I (Incomplete) for three or four absences, the student must provide acceptable documentation to verify that the absences were unavoidable (e.g. - illness, work conflict, military temporary duty). Faculty should contact the director or department chair to determine the procedures required for this option.

If a student is absent for a fifth class, with or without acceptable documentation, the instructor is to inform the student that his or her grade for the course is F.

It is the student's responsibility to withdraw from the course. Unexcused Absences If a student is absent, the instructor is to assign makeup work, which may exceed the material presented that week.

If a student has two absences, the instructor has the option to lower the student's grade one letter grade and to inform the student of the action.

If a student has three absences, the instructor has the option to assign a grade of F and to inform the student of the action. It is the student's responsibility to withdraw from the course. (http://www.webster.edu/faculty/faculty_resource_guide/course-administration/attendance.html)

Institutional Policies

Academic Policies

Academic policies provide students with important rights and responsibilities. Students are expected to familiarize themselves with all academic policies that apply to them. Academic policies for undergraduate students can be found in the Undergraduate Studies Catalog; graduate students should review the Graduate Studies Catalog.

[Undergraduate Studies Catalog](#)

The Undergraduate Studies Catalog contains academic policies that apply to all undergraduate students. The *academic policies and information* section of the catalog contains important information related to **attendance, conduct, academic honesty, grades, and more**. If you are an undergraduate student, please review the catalog each academic year. The current Undergraduate Studies Catalog is at:

<http://www.webster.edu/catalog/current/undergraduate-catalog/> (<http://www.webster.edu/catalog/current/undergraduate-catalog/>)

[Graduate Studies Catalog](#)

The Graduate Studies Catalog contains academic policies that apply to all graduate students. The *academic policies* section of the catalog contains important information related to **conduct, academic honesty, grades, and more**. If you are a graduate student, please review the catalog each academic year. The current Graduate Studies Catalog is at:

<http://www.webster.edu/catalog/current/graduate-catalog/> (<http://www.webster.edu/catalog/current/graduate-catalog/>)

Grading

The Grades section of the academic catalog outlines the various grading systems courses may use, including the information about the final grade reported for this class.

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading>).

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades>
(<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades>).

Incomplete

There are important policies that govern grades of Incomplete (I), including the circumstances under which Incomplete grades are granted, deadlines for completion, and consequences should the remaining course work not be completed. It is the responsibility of a student who requests an Incomplete to ensure that he/she understands and follows the policies.

Grade Appeals

Instructors are responsible for assigning grades, and student should discuss grade issues with the instructor. Policies and procedures for appealing grades are available in the appropriate catalog.

Academic Honesty Policy

Webster University is committed to academic excellence. As part of our Statement of Ethics, we strive to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic dishonesty is unacceptable and is subject to a disciplinary response. Students are encouraged to talk to instructors about any questions they may have regarding how to properly credit others' work, including paraphrasing, quoting, and citation formatting. The university reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.

The University's Academic Honesty Policy is published in academic catalogs:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html>).

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html>
(<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html>).

As a part of the University commitment to academic excellence, the Academic Resource Center provides student resources to become better acquainted with academic honesty and the tools to prevent plagiarism in its many forms:

http://www.webster.edu/arc/plagiarism_prevention/ (http://www.webster.edu/arc/plagiarism_prevention/).

Statement of Ethics

Webster University strives to be a center of academic excellence. The University makes every effort to ensure the following:

- The opportunity for students to learn and inquire freely
- The protection of intellectual freedom and the rights of professors to teach
- The advancement of knowledge through scholarly pursuits and relevant dialogue

To review Webster University's statement of ethics, see the Undergraduate Studies Catalog and the Graduate and Studies Catalog:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics>).

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/ethics.html> (<http://www.webster.edu/catalog/current/graduate-catalog/ethics.html>).

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, the content must be covered at another time.

Important Academic Resources

Academic Accommodations

Webster University makes every effort to accommodate individuals with academic/learning, health, physical and psychological disabilities. To obtain accommodations, students must identify themselves and provide documentation from a qualified professional or agency to the appropriate campus designee or the Academic ADA Coordinator at the main campus. The Academic ADA Coordinator may be reached at 314-246-7700 or disability@webster.edu (<mailto:disability@webster.edu>).

If you have already identified as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor of the accommodations you will require for this class at the beginning of the course.

Academic Resource Center

Additional support and resources may be accessed through the Academic Resource Center (ARC). Support and resources include academic counseling, accommodations, assistive technology, peer tutoring, plagiarism prevention, testing center services, and writing coaching. Visit www.webster.edu/arc (<http://www.webster.edu/arc>) or Loretto Hall 40 on the main campus for more information.

Student Success Portal

Webster University's Student Success Portal, powered by Starfish, is a communications tool to connect students with faculty members and campus support services. It allows faculty and staff members to communicate with you regarding academic achievements as well as areas where support may be helpful. You may use the portal to contact faculty and staff members for assistance and to arrange meetings. Activity in the portal will be communicated to your Webster University email account. The Student Success Portal is available via your course home page in WorldClassRoom or via Connections. Learn more about the Student Success Portal at <http://www.webster.edu/success/students.html> (<http://www.webster.edu/success/students.html>).

University Library

Webster University Library is dedicated to supporting the research needs and intellectual pursuits of students throughout the University's worldwide network. Resources include print and electronic books, journal articles, online databases, DVDs and streaming video, CDs and streaming music, datasets, and other specialized information. Services include providing materials at no cost and research help for basic questions to in-depth exploration of resources. The gateway to all of these resources and services is <http://library.webster.edu> (<http://library.webster.edu>). For support navigating the library's resources, see <http://libanswers.webster.edu/> (<http://libanswers.webster.edu/>) for the many ways to contact library staff.

Drops and Withdrawals

Drop and withdrawal policies dictate processes for students who wish to unenroll from a course. Students must take proactive steps to unenroll; informing the instructor is not sufficient, nor is failing to attend. In the early days of the term or semester, students may DROP a course with no notation on their student record. After the DROP deadline, students may WITHDRAW from a course; in the case of a WITHDRAW, a grade of W appears on the student record. After the WITHDRAW deadline, students may not unenroll from a course. Policies and a calendar of deadlines for DROP and WITHDRAW are at:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html> (<http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html>)

Academic Calendar - <http://www.webster.edu/academics/academic-calendar/> (<http://www.webster.edu/academics/academic-calendar/>)

Current tuition rates, policies, and procedures, including details of pro-rated tuition refunds, are available in the "Tuition, Fees, and Refunds" section of Webster's Academic Catalogs:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/tuition.html> (<http://www.webster.edu/catalog/current/graduate-catalog/tuition.html>)

Student Handbook and Other Important Policies

Student handbook and other non-academic policies may apply to you and may impact your experience in this class. Such policies include the student code of conduct, privacy, technology and communications, and more. Please review the handbook each year and be aware of policies that apply to you. The handbook is available at:

<http://www.webster.edu/student-handbook/> (<http://www.webster.edu/student-handbook/>).

Sexual Assault, Harassment, and Other Sexual Offenses

Webster University makes every effort to educate the community to prevent sexual assault, harassment, and other sexual offenses from occurring, and is committed to providing support to those affected when this behavior does occur. To access information and resources or to review the Policy on Sexual Assault, Harassment, and Other Sexual Offenses, visit:

<http://www.webster.edu/sexual-misconduct/> (<http://www.webster.edu/sexual-misconduct/>).

Research on Human Subjects

The Webster University Institutional Review Committee (IRB) is responsible for the review of all research on human subjects. The IRB process applies to all Webster University faculty, staff, and students and must be completed prior to any contact with human subjects. For more information on the IRB, visit:

<http://www.webster.edu/irb/index.html> (<http://www.webster.edu/irb/index.html>).

Course Evaluations

At the end of this course, you will have the opportunity to provide feedback about your experience. Your input is extremely valuable to the university, your instructor, and the department that offers this course. Please provide your honest and thoughtful evaluation, as it helps the university to provide the best experience possible for all of its students.

Important Technology Information

Connections Accounts

Webster University provides all students, faculty, and staff with a University email account through Connections. Students are expected to activate their Connections account and regularly check incoming University email. Students may choose to have their University email forwarded to an alternate email address. Connections account holders can call the Help Desk (314-246-5995 or toll free at 1-866-435-7270) for assistance with this setup. Instructions are also provided on the Information Technology website at:

<http://www.webster.edu/technology/service-desk/> (<http://www.webster.edu/technology/service-desk/>).

WorldClassRoom

WorldClassRoom is Webster's Learning Content Management System (LMS). Your instructor may use WorldClassRoom to deliver important information, to hold class activities, to communicate grades and feedback, and more. WorldClassRoom is available using your Connections ID at:

<https://worldclassroom.webster.edu/> (<https://worldclassroom.webster.edu/>).

Webster Alerts

Webster Alerts is the University's preferred emergency mass notification service, available free to current students, faculty and staff at all US campuses. By registering a valid cell phone number and email address, you will receive urgent campus text, voice mail and email communications. Valuable information concerning a range of incidents affecting you - from weather-related campus closures, class delays and cancellations, to more serious or life-threatening events - are immediately and simultaneously delivered through multiple communication channels. To register for Webster Alerts, visit:

<http://www.webster.edu/technology/services/webster-alerts/> (<http://www.webster.edu/technology/services/webster-alerts/>).

Campus Information

NOTE: While the SOMA site was re-opening a negative COVID-19 test results was required to access the facility, however, that has ceased for the time being. Therefore, please join remotely (see meeting times for data). Updates will follow when provided.

Instructors will post the meetings in WorldClassroom/Canvas for students to log in each week (added security measure). On the left side with all the hyperlinks there will be one for Zoom.

We recommend Chrome for the browser and please mute yourself when not speaking, also only you are able to unmute yourselves in Zoom. If there are many participants it also might be wise to disengage video too (or if bad weather) if low band width messages continually appear.

Webster University: University Systems of Maryland at Southern Maryland

44219 Airport Road
California, MD 20619

Phone (301) 737-2500 x216
marvinwalker98@webster.edu

Additional Items

Emerson Library: library.webster.edu

There is a live chat feature - home page, contact a librarian (middle of page, middle box): Chat with a librarian on left side (might have to scroll down a bit) - accessible 24 hours a day.

The WSBT subject librarian is:

Business & Management	Mary Anne Erwin	800-985-4279	maerwin@webster.edu
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Please use these excellent resources