

Subject card

Subject name and code	Human resources management in small business, PG_00080746						
Field of study	Chemical Business						
Date of commencement of studies	October 2024	Academic year of realisation of subject				2026/2027	
Education level	Bachelor's studies	Subject group				Obligatory subject group in the field of study	
Mode of study	full-time studies	Mode of delivery				at the university	
Year of study	3	Language of instruction				Polish	
Semester of study	6	ECTS credits				1.0	
Learning profile	academic	Assessment form				exam	
Conducting unit	Department of Macroeconomics -> Faculty of Economics -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Andrzej Poszowiecki				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	15.0	0.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	15		2.0		8.0	25
Subject objectives	1) Familiarizing students with the essence and role of human capital in small enterprises, 2) presenting the importance of human capital in the development of a small company, 3) developing basic skills in managing human resources in a small company						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	<p>[BCHINŻ_W01] Describes the relationship between the economy and the functioning of the chemical industry.</p>	<p>Student knows:</p> <ol style="list-style-type: none"> 1. What is the essence of human capital 2. Understands the evolution of the role of human capital in the economy from "labor force to immaterial labor" 3. What is the importance of human capital and the need for its constant development in the knowledge-based economy 4. Understands the evolution of the nature of work - full-time job, temporary work, flexible forms of employment, self-employment, 5. What is the impact of organizational culture on personnel policy in organizations 6. What is the concept of corporate social responsibility in the context of human capital management 7. Understands diversity in the workplace - evolution of the concept of diversity, advantages and disadvantages of staff diversity, 8. What is counteracting discrimination in the workplace (regulations in EU countries and other countries) 9. How to organize the process of acquiring human capital - competence approach, sources of obtaining employees in small enterprises, employee selection methods, introduction to work 10. Learns how to evaluate work results - methods of assessing employees (evaluation questionnaires, evaluation interviews, etc.) 12. Understands what the development of human capital in an organization is - employee development plan, career paths, management boards, training, rotation and replacement in positions, etc. 12. Knows the principles of remunerating employees - remuneration functions 13. Understands the specifics of layoffs and retirement 14. Gets acquainted with selected problems of human capital management in small enterprises operating on international markets 	<p>[SW4] test/exam - oral or written</p>

	Course outcome	Subject outcome	Method of verification
	<p>[BCHINŻ_U12] Is able to participate in the analyses and evaluation of alternative solutions to economic problems and choose methods and instruments to rationally resolve them.</p>	<p>The student can:</p> <ol style="list-style-type: none"> 1. Make a job description 2. Build a simple job plan (employment plan) in a small company 3. Formulate tasks and criteria for accepting results - design a form 3. Create remuneration regulations in a small company 4. Formulate a recruitment advertisement, plan recruitment, create recruitment criteria, conduct recruitment proceedings 5. Formulate a simple motivating system in a small company 6. Build a staff evaluation form 7. Formulate a scenario of a job interview and employee dismissal. 	<p>[SU4] test/exam - oral or written</p>
	<p>[BCHINŻ_U11] Uses the acquired economic knowledge in undertaking independent business activities and resolving dilemmas of professional work.</p>	<p>The student can:</p> <ol style="list-style-type: none"> 1. Make a job description 2. Build a simple job plan (employment plan) in a small company 3. Formulate tasks and criteria for accepting results - design a form 3. Create remuneration regulations in a small company 4. Formulate a recruitment advertisement, plan recruitment, create recruitment criteria, conduct recruitment proceedings 5. Formulate a simple motivating system in a small company 6. Build a staff evaluation form 7. Formulate a scenario of a job interview and employee dismissal. 	<p>[SU4] test/exam - oral or written</p>

	Course outcome	Subject outcome	Method of verification
	<p>[BCHINŻ_W12] Has basic knowledge of man as an entity creating economic structures in the chemical business and has elementary knowledge of the principles and motives of human action in these structures.</p>	<p>Student knows:</p> <ol style="list-style-type: none"> 1. What is the essence of human capital 2. Understands the evolution of the role of human capital in the economy from "labor force to immaterial labor" 3. What is the importance of human capital and the need for its constant development in the knowledge-based economy 4. Understands the evolution of the nature of work - full-time job, temporary work, flexible forms of employment, self-employment, 5. What is the impact of organizational culture on personnel policy in organizations 6. What is the concept of corporate social responsibility in the context of human capital management 7. Understands diversity in the workplace - evolution of the concept of diversity, advantages and disadvantages of staff diversity, 8. What is counteracting discrimination in the workplace (regulations in EU countries and other countries) 9. How to organize the process of acquiring human capital - competence approach, sources of obtaining employees in small enterprises, employee selection methods, introduction to work 10. Learns how to evaluate work results - methods of assessing employees (evaluation questionnaires, evaluation interviews, etc.) 12. Understands what the development of human capital in an organization is - employee development plan, career paths, management boards, training, rotation and replacement in positions, etc. 12. Knows the principles of remunerating employees - remuneration functions 13. Understands the specifics of layoffs and retirement 14. Gets acquainted with selected problems of human capital management in small enterprises operating on international markets 	<p>[SW4] test/exam - oral or written</p>
	<p>[BCHINŻ_K06] Is familiar with the general principles of creating and operating forms of individual entrepreneurship.</p>	<p>The student acquires a responsible attitude towards employees based on in-depth knowledge of the subject</p>	<p>[SK4] test/exam - oral or written</p>

Subject contents	<p>Module 1</p> <ol style="list-style-type: none"> 1. The essence of human capital - definitions and deadlines 2. The evolution of the role of human capital in the economy from "labor force to immaterial labor" 3. Human capital and the need for its constant development in a knowledge-based economy 4. The evolution of the character of work - full-time, temporary work, flexible forms of employment, self-employment, <p>Module 2</p> <ol style="list-style-type: none"> 5. The influence of organizational culture on personnel policy in organizations 6. The concept of corporate social responsibility in the context of managing human capital 7. Diversity in the workplace - evolution of the diversity concept, advantages and disadvantages of personnel diversity, 8. Counteracting discrimination at the workplace (regulations in the EU countries and in other countries) <p>Module 3</p> <ol style="list-style-type: none"> 9. The process of acquiring human capital - a competence approach, sources of employee acquisition in enterprises national and international, methods of employee selection, introduction to work 10. Assessment of work results - methods of employee evaluation (evaluation questionnaires, evaluation interviews, etc.) 11. Development of human capital in the organization - employee development plan, career paths, managerial boards, training, rotation and replacement in positions, etc. <p>Module 4</p> <ol style="list-style-type: none"> 12. Remuneration of employees - remuneration functions 13. Dismissals, retirement 14. Selected problems of managing human capital in small enterprises operating on international markets 								
Prerequisites and co-requisites									
Assessment methods and criteria	<table border="1"> <thead> <tr> <th data-bbox="456 922 794 949">Subject passing criteria</th> <th data-bbox="799 922 1137 949">Passing threshold</th> <th data-bbox="1142 922 1481 949">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="456 956 794 978">exam</td> <td data-bbox="799 956 1137 978">50.0%</td> <td data-bbox="1142 956 1481 978">100.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade	exam	50.0%	100.0%
Subject passing criteria	Passing threshold	Percentage of the final grade							
exam	50.0%	100.0%							

Recommended reading	Basic literature	<p>Zarządzanie zasobami ludzkimi. Tworzenie kapitału ludzkiego w organizacji, [red.] H. Król, A. Ludwicyński, Wyd. Naukowe PWN, Warszawa 2010</p> <p>M. Armstrong, Zarządzanie zasobami ludzkimi, Oficyna Wydawnicza Wolter Kluwers, Kraków 2007</p> <p>J.W. Budd, J. G. Scoville, The ethics of Human Resources and Industrial Relations, Cornell University Press, Ithaca 2005</p> <p>P. Kulawczuk, A. Poszewiecki (red.) Wpływ społecznej odpowiedzialności biznesu i etyki biznesu na zarządzanie przedsiębiorstwem, FRUG, Gdańsk 2007</p> <p>A. Pocztowski, Z. Wisniewski (red.) Zarządzanie zasobami ludzkimi w warunkach nowej gospodarki, Oficyna Ekonomiczna, Kraków 2004,</p> <p>D. Simpson, Istota i konsekwencje ekonomiczne wypalenia zawodowego [w:] International Business and Global Economy, Biznes międzynarodowy w gospodarce globalnej , ed. by the Institute of International Business, University of Gdansk, Gdańsk 2013, nr 32, s. 187-201</p> <p>D. Simpson, Strategie zróżnicowania personelu w świetle polityki UE przeciwdziałania dyskryminacji w miejscu pracy, [w:] Wyzwania gospodarki globalnej, Prace i Materiały Instytutu Handlu Zagranicznego UG, tom 1, FRUG, Sopot 2010</p> <p>P. Zientara, Związki zawodowe w największych gospodarkach Europy a przemiany strukturalne i ewolucja modelu społeczno-ekonomicznego, Pomorskie Wydawnictwo Naukowo-techniczne, Gdańsk 2009</p>
	Supplementary literature	<p>K. Baładynowicz-Panfil, Starzenie się społeczeństw jako determinanta kształtowania współczesnych procesów migracyjnych, [w:]Wyzwania gospodarki globalnej, Prace i Materiały Instytut Handlu Zagranicznego, tom 1, FRUG Sopot 2010</p> <p>L.Edvinsson, M.S. Malone, Kapitał intelektualny, Wyd. Naukowe PWN, Warszawa 2001</p>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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