College of Health and Human Development
Department of Health Policy and Administration
HPA 499

Human Resource Management:
The Swedish Experience

Spring & Maymester 2018

Location: Room 502 Keller Building for four spring classes
Time: 4 p – 6 pm (March 30, April 13, April 20, April 27)

3 credits

Instructor: Dr. Diane Spokus
Office Hours: By appointment
Office: Room 501K Ford Building
Phone: (814) 865-0716
Email: dms201@psu.edu
Credit hours: 3 credits (2 credits in Spring and 1 credit during Maymester)
Teaching Assistant: NA

Course Description

This course explores human resource management (HRM) in a social welfare context through trip preparation and intensive field experience in Sweden. Topics covered during the course will provide a cultural and historical perspective of Sweden; describe human resource management in Sweden; and provide examples of particular policies related to employment. Pre-trip learnings will provide a background for students to begin to understand the current challenges and opportunities of HRM in Sweden, Sweden culture and history (compared with the USA and other cultures); the Swedish (social welfare) business context; and traditions of HRM in Sweden. Students will travel to Sweden May 9-20, 2018 and link pre-trip learning to experiential learning while in-country. Students should demonstrate an understanding of issues that have been, and are, important to the country as they relate to HRM. Upon return to the USA, students
will reflect on what they learned and how it affected their perspectives on HRM in a social welfare country, their own cultural identity, and career goals.

This course will be run jointly with faculty in the School of Labor and Employee Relations (LER). Students from Health Policy and Administration (HPA) will follow sessions together with students from LER to facilitate interdisciplinary learning.

- **Course Objectives**

By the end of the course, students should be able to:

1. Demonstrate knowledge of HRM applied in a range of organizations in a social welfare context (Sweden and other Scandinavian countries).
2. Compare and contrast the institutional and cultural contexts of the USA and Sweden.
3. Demonstrate intercultural competencies that can be applied throughout a later career.

- **Required Text(s)**

Collection of readings to be provided.

- **Assessment**

**Reflections (10%)**: Before we leave for Sweden (during the Spring semester) you will have four seminars to help prepare for the trip. Within 24 hours of each seminar you must submit a reflection paper via Canvas. The reflection should be 1-1.5 pages, single spaced, 12-point font, and using 1-inch margins. Your reflection should be meaningful and well-written.

**In-Country Presentations (30%)**: While in-country, you will give three presentations.

The goal of the first presentation is to introduce our group to our Swedish hosts. You will either present alone or in pairs, describing where the group is from and something
about the LER and HPA programs. You should explain briefly what we have already studied, and some of the things the group is hoping to learn from the visit. The presentation should last up to 5 minutes, and be prepared to be presented orally, not using any presentation aids. The grade allocated will be for the pair unless presenting alone.

Later during the visit, you will be asked to give a second 10-15 minute PowerPoint presentation to the host university faculty and students. You will work on this presentation while in-country and will work in a team with one or two other students. The presentation should be a reflection of your time in Sweden, what you learned about HRM, comparison to the USA, and your personal experiences. The grade allocated will be for the pair/team as a whole.

In one of our sessions we will be meeting with Gothenburg University faculty and students. There will be an opportunity to present to them about being a student at Penn State, and what you hope to learn from your time in Sweden. This is not a graded assignment, but you will be expected to contribute.

**Blogs (30%):**

Blogs are meant to enhance learning and allow students to voice their opinion on a topic. These are due daily while in country, submitting one paragraph reflections on learnings or experiences from that day. They are more experiential, but should be taken seriously. One blog should be submitted by midnight per day in country per hotel room (whether two, three or four students) via the website: [https://sites.psu.edu/hpasweden/](https://sites.psu.edu/hpasweden/). The blog will be reviewed and graded by the instructors each day before being made public.

**Final Trip Summary (30%):**

Students will submit a final video summary of their experiences via Canvas by two weeks after the trip to Sweden ends. The summary should be 7-10 minutes in length and should reflect on topics such as comparison of initial expectations to actual experiences, main concepts learned and evidence of that learning, thoughts and feelings on own cultural identity, thoughts and feelings on Sweden cultural identity, comparison of the two HRM systems, thoughts on HRM policies, and plans to incorporate this experience into future endeavors. Summaries should include audio and video using VoiceThread or YouTube.

In addition, for this embedded study abroad program, HPA students should also submit in the drop box slides based on the format of their oral video. In addition, you are
required to submit a poster keeping in mind that juniors or seniors may then use the poster to complete a poster submission and showcase their work at the next Senior Showcase in the spring or as a presenting in an HPA fall class. When completing your poster, you need to include an abstract, you want to keep in mind the below topics.

- Title
- Your name
- Background- of the study abroad program meaning where did you go
- Photos

and what were the learning objectives, etc.?

- Lessons Learned- this could be tied to the learning objectives of the class or your own personal lessons learned. Photos are encouraged.
- Conclusions- what impact did this study abroad have on you personally, your career choice, and what could future HPA students get out of a similar opportunity?

**Seminars**

In addition to the assigned reading, there will be six hours of mandatory instruction during Spring Semester 2018, i.e. four meetings of 90 minutes each, during which the following topics will be covered.

- Swedish culture and history (compared with US and other cultures)
- Swedish (social welfare) business context
- Traditions of HRM in Sweden (and across Scandinavia)
- Preparing for the visit: etiquette, background to site visits, risk management.

**Grading Policy**

At the end of the semester the number of points you have received for each component of your grade will be totaled and multiplied by the appropriate percent. Grades will be given on the following scale:

- A: 93.00 - 100%
- A-: 90.00-92.99%
- B+: 87.00 -89.99%
- B: 83.00-86.99%
- B-: 80.00-82.99%
- C+: 77.00 -79.99%
- C: 70.00-76.99%
- D: 65.00-69.99%
Be aware that I do not round, at all, for any reason. If you earn an 89.99%, your grade is still B.

**Point Distribution**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Trip Summary (slides, video, poster)</td>
<td>30</td>
</tr>
<tr>
<td>Blogs</td>
<td>30</td>
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<tr>
<td>In country presentations</td>
<td>30</td>
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<tr>
<td>Reflections</td>
<td>10</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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Attendance and regular participation is required. Behavioral issues cited in the PSU Code of Conduct apply to your classroom performance as well as to attendance in class or on field trips. Infractions of the academic agreement will have a negative impact on your grade.

**Course Rules**

Your syllabus can be treated as a contract between you and me. My responsibilities are to present the material in a clear, professional manner. Your responsibility is to let me know when anything requires further clarification (test answers, test scores, concepts, etc.). In addition, I will be available to you both in and out of class, throughout the semester as a resource, to help you succeed in this course. However, your final grade in this course is solely your responsibility. If at the end of the semester you find that the grade you earned is not equal to the grade you wanted, I will not change your grade for any reason.

**Evaluation**
Penn State has students evaluate courses each semester. You will receive notification when the evaluations can be completed. I encourage all students to complete the evaluations as they will help to refine the course for future students.

**Email Information**

The best way to contact me is through email on the Canvas website. Use email to ask questions, give feedback, and communicate with me in a professional manner. However, if you have an emergency or a personal issue you would like to discuss, you may contact me at dms201@psu.edu.

**Course Calendar**

Note that the instructor reserves the right to change the course syllabus at any time. However, students will be given notice of any changes via an email or announcement in class.

<table>
<thead>
<tr>
<th>Session</th>
<th>Topic</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>1</td>
<td>Swedish culture and history</td>
<td>Reflection</td>
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<td></td>
<td>Swedish (social welfare) business context and healthcare systems</td>
<td></td>
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<tr>
<td>2</td>
<td>Traditions of HRM and healthcare in Sweden</td>
<td>Reflection</td>
</tr>
<tr>
<td>3</td>
<td>Pre-Departure Information</td>
<td>Reflection</td>
</tr>
<tr>
<td>4</td>
<td>Travel to Sweden</td>
<td>Daily blog, In-Country Presentation</td>
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<tr>
<td>5</td>
<td>Travel to Sweden</td>
<td>Daily blog, In-Country Presentation</td>
</tr>
<tr>
<td>6</td>
<td>Prepare Final Summaries</td>
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Note: While in-country blogs are due each night. Upon return your final summary is due within 14 days.

**Academic Integrity (University Regulations)**

Academic Integrity (Senate Policy 49-20) Definitions and expectations: Academic integrity is the pursuit of scholarly activity in an open, honest, and responsible manner. Academic integrity is a basic guiding principle for all academic activity at The Pennsylvania State University, and all members of the University community are expected to act in accordance with this principle. Consistent with this expectation, the University’s Code of Conduct states that all students should act with personal integrity, respect other students’ dignity, rights, and property, and help create and maintain an environment in which all can succeed through the fruits of their efforts. Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation or deception. Such acts of dishonesty violate the fundamental ethical principles of the University community and compromise the work completed by others. To protect the rights and maintain the trust of honest students and support appropriate behavior, faculty and administrators should regularly communicate high standards of integrity and reinforce them by taking reasonable steps to anticipate and deter acts of dishonesty in all assignments. At the beginning of each course, it is the responsibility of the instructor to provide students with a statement clarifying the application of University and College integrity policies to that course.

Academic and disciplinary sanctions (ACUE Policy G-9) The University procedures provide for two types of sanctions: academic and disciplinary. Academic sanctions range from a warning to removal from the academic program, and include deductions of points or alterations in grades. Academic sanctions are determined and assigned by the instructor or by the instructor together with the College Academic Integrity Committee. Disciplinary sanctions may be recommended by the instructor, the College Committee, or the Associate Dean, and are assigned by the Office of Student Conduct. The XF grade is a disciplinary sanction that is only assigned with the concurrence of the instructor, the College Academic Integrity Committee, and the Office of Student Conduct.

Grades (Senate Policy 47-20) Grades shall be assigned to individual students on the basis of the instructor’s judgment of the student’s scholastic achievement as set forth in section 47-60. This specifically includes the instructor’s judgment regarding an appropriate academic sanction for academic dishonesty defined in section 49-20.
To implement the University policy on academic dishonesty, the College of Health and Human Development will encourage the following procedures to minimize dishonest behavior by students. These procedures include practices for faculty that will foster honest scholarship and defines dishonest actions and provides a standard protocol to be used by all instructors in handling cases of suspected academic dishonesty.

**Academic Integrity Statement of Policy (HHDEV)**

The University's ability to achieve its mission depends upon the quality and integrity of the intellectual work performed by all of its faculty and students. All members of the University at all times must take full responsibility for the integrity and basic honesty of the expression and communication of their thoughts.

Accordingly, individual faculty and students are never permitted to take credit for or represent as their own work anything that in fact is the work of other persons, whether classmates, published authors, or anonymous contributors on the Internet. Academic dishonesty encompasses a wide range of activities, whether intentional or unintentional, that include, but are not limited to: all forms of fraud, plagiarism, and any failure to cite explicitly all materials and sources used in one's work. Similarly, faculty and students are never permitted to pursue work by any means that unfairly disadvantages others. This prohibits activities that include, but are not limited to cheating, lying, and deception, and directly harming the work of others.

The College of Health and Human Development vigorously seeks to achieve compliance with its policy on academic integrity. The college does not tolerate violations of that policy, and, toward that end, the college supports appropriate sanctions consistent with University guidelines and with state and federal law. For students, these sanctions include, but are not limited to, lower grade in a course, failure in a course, removal from the degree program, or failure in a course with an explanation in the permanent transcript of the cause for failure, suspension, or expulsion.

The college’s Academic Integrity Committee will review and settle all contested cases of academic integrity infractions in which academic sanctions are applied, and will be the final level of review for charges of academic dishonesty. The University's Office of Student Conduct is the final level of review for more serious violations requiring disciplinary sanctions.

Violations of the University’s Academic Integrity Policy include the following:
• **Cheating:** Using crib sheets or any kind, preprogrammed calculators or cell phones, use of notes during a closed book exam.
• **Copying on tests:** Looking at other students’ exams, copying with a plan with another student, passing notes during exams (including electronically), exchanging exams with another student.
• **Plagiarism:** Fabricating information or citations, copying from the internet or submitting the work of others from journals, articles, and papers, or books; submitting other students’ papers as one’s own. Any material, regardless of length, that is the work of somebody else and who is not given explicit credit by citation, submitted as one’s own, is plagiarized material.
• **Tampering with work:** Changing one’s own or another student’s work; tampering with work either as a prank or to sabotage another’s work.
• **Acts of aiding and abetting:** Facilitating academically dishonest work by others; unauthorized collaboration on work; permitting another to copy from one’s exam; writing a paper for another; inappropriately collaborating on home assignments or exams without permission or when prohibited.
• **Unauthorized possession:** Buying or stealing of exams or other materials; failing to return exams on file or reviewed in class; selling exams; photocopying exams; any possession of an exam without the instructor’s permission.
• **Submitting previous work:** Submitting a paper, case study, lab report or any assignment that had been submitted for credit in a prior class without the knowledge and permission of the instructor.
• **Ghosting or misrepresenting:** Taking a quiz or exam or performing a class assignment in place of another student; having another student do the same in one’s place; signing in as present in class for another student or having another student do the same in one’s place.
• **Altering Exams:** Changing incorrect answers and seeking favorable grade changes when instructor returns exams for in-class review and then collects them; asserting that the professor made a mistake in grade. Other forms including changing the letter and/or numerical grade on a test.
• **Computer theft:** Electronic theft of computer programs or other software, data, images, art, or text belonging to another.

**Penn State's Commitment to Persons with Disabilities**
The Pennsylvania State University encourages academically qualified students with disabilities to achieve full participation and integration of its educational programs. Penn State welcomes students with disabilities into the University’s educational programs. If you have a disability-related need or reasonable academic adjustments in this course, [contact the Office for Disability Services](http://www.equity.psu.edu/ods). For further information regarding policies, rights, and responsibilities, please visit the ODS website site at [http://www.equity.psu.edu/ods](http://www.equity.psu.edu/ods). Instructors should be notified as early in the semester as possible regarding the need for reasonable accommodations.
Military and Veteran Students

Veterans and currently serving military personnel and/or spouses with unique circumstances (e.g., upcoming deployments, drill/duty requirements, disabilities, VA appointments, etc.) are welcome and encouraged to communicate these, in advance, to the instructor in the case that special arrangements need to be made.

Penn State Nondiscrimination Policy

The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission, and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic and work environment free of discrimination, including harassment. The Pennsylvania State University prohibits discrimination and harassment against any person because of age, ancestry, color, disability or handicap, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status. Discrimination or harassment against faculty, staff or students will not be tolerated at The Pennsylvania State University.

The information contained in this syllabus is correct and complete, but may be subject to minor change as the course progresses.***************