

HRD Written Comprehensive Examination
Reading List – Spring 2017

Introduction to Human Resources

Noe, R. A., Hollenbeck, J. R., Gerhart, B., & Wright, P. M. (2016). *Fundamentals of human resource management*. New York: McGraw-Hill Education.

Bennett, N., & Lemoine, G. J. (2014). What a difference a word makes: Understanding threats to performance in a VUCA world. *Business Horizons*, 47, 311-317.

Financial Management

Gitman, L. J., & Zutter, C. J. (2015). *Principles of managerial finance: Brief edition*. Upper Saddle River: Pearson Education, Inc.

Phillips, J., Stone, R., & Phillips, P. (2001). *The human resources scorecard: Measuring the return on investment*. Boston, MA. Butterworth Heinemann.

Workforce Planning

Bechet, T. P. (2008). *Strategic staffing: A comprehensive system for effective workforce planning*. New York: American Management Association.

Cappelli, P. (2008) Talent management for the twenty-first century. *Harvard Business Review*, 86(3), 74-81.

Conger, J. A., & Fuller, R. M. (2003). Developing your leadership pipeline. *Harvard Business Review*, 81(12), 76-84.

Hunt, S. (2014). *Commonsense talent management: Using strategic human resources to improve company performance*. San Francisco, CA. Wiley & Sons.

Kaplan, R. S., & Norton, D. P. (1996). Using the balanced scorecard as a strategic management system. *Harvard Business Review*, 74(1), 37-47.

Ulrich, D. (1997). *Human resource champions: The next agenda for adding value and delivering results*. Boston, MA. Harvard Business School Press.

Metrics

Cascio, W., & Boudreau, J. (2011). *Investing in people: Financial impact of human resource initiatives*. Upper Saddle River: Pearson Education, Inc.

Any Statistics and Research Methodology textbook, such as:

Pedhazur, E. J. & Schmelkin, L. P. (1991). *Measurement, design, and analysis: An integrated approach*. Hillsdale, N.J.: Lawrence Erlbaum Associates.

Review quasi-experimental designs:

Shadish, W. R., Cook, T. D., & Campbell, D. T. (2002). *Experimental and quasi-experimental designs for generalized causal inference*. Boston, MA: Houghton Mifflin.

Organization Training

Noe, R. A. (2017). *Employee training and development*. New York: McGraw-Hill Education.

Psychology of Organization Change

Block, P. (2011). *Flawless consulting: A guide to getting your expertise used*. San Francisco: Pfeiffer.

Cummings, T. G., & Worley, C. G. (2015). *Organization development and change*. Stamford: Cengage Learning.

French, W. L., & Bell, Jr., C. H. (1999). *Organization development: Behavioral science intervention for organization improvement*. New Jersey: Prentice Hall.

Garvin, D. A., Edmondson, A. C., & Gino, F. (2008). Is yours a learning organization? *Harvard Business Review*, 86(3), 2-10.

Kotter, J. P. (1995). Leading change: Why transformation efforts fail. *Harvard Business Review*, 73(1), 96-103.

Employment Law

Bennett-Alexander, D. D., & Hartman, L. P. (2015). *Employment law for business*. New York: McGraw-Hill Education.

Miscellaneous HR Readings

Huselid, M. (1995). The impact of human resource management practices on turnover, productivity, and corporate financial performance. *Academy of Management Journal*, 38(3), 635-672.

Kavanagh, M. J., Thite, M., & Johnson, R. D. (2015). *Human resource information systems: Basics, applications, and future directions*. Thousand Oaks: SAGE Publications, Inc.

Robbins, S. P., & Judge, T. A. (2015). *Organizational behavior*. Boston: Pearson.