

SLIDE PRESENTATION

CERTIFIED HUMAN RESOURCES PROFESSIONALS



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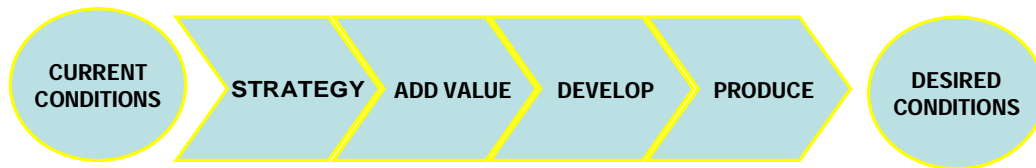


ATMA JAYA UNIVERSITY CONTINUING EDUCATION CERTIFIED HUMAN RESOURCE PROFESSIONALS PROGRAM

- INTRODUCTION
- THE CHRP PROGRAM
- PROGRAM MODULES, SYLLABUS AND IMPLEMENTATION
- PROGRAM EVALUATION
- CONCLUSION

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CHRP - VALUE DELIVERY SYSTEM



CURRENT CONDITIONS	STRATEGY	ADD VALUE	DEVELOP	PRODUCE	DESIRED CONDITIONS
Growing economy and industries, lack of competent HR professionals	Need analysis, SWOT, Strategic Plan & Deployment	Issue Certificate / Diploma from recognized univ.	National Standard Competency for HR Professionals in line w/ Law	1 st Competency based CHRP Program as part of university continuing educ.	HR Professionals are recognized at equal stand as other profession-als in "industries"
No integrated, only piece-meal work-shops on HR funct.	Gather inputs from HR practitioners & executives	Real cases from work for Case Study & Thesis	Integrated, Comp. Based CHRP Plan & Modules	Hi-performers, hi quality CHRP	Awareness on increasing roles of HR professionals to help navigate organizational growth & success
Lacking awareness on changing role of HR functions in organization	Identify champion & sponsoring univ.	Reward those excel in CHRP	Competency Assessment	2 nd Exec. Progr. Focused on HR	
	Recruit good fac.	Get BNSP / Nat'l Prof Comp Cert'n Board recognition	Suitable schedule	3 rd Advanced HR Degree Program	
	Apply continuous improvement proc.				

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AU-CE CHRP OBJECTIVE

The objective of the Atma Jaya University Continuing Education CHRP Program to equip participants with HR knowledge, skill and attitude and enhance their human resources professionalism and confidence in meeting future challenges and creating growth opportunities through out HR Professional career.

The CHRP program is an integrated competency and knowledge based training and development initiative in which program facilitators, instead of instructors, facilitate and mentor participants, not students, in the process of education (knowledge enhancement) and development of skills and attitude through a combination of applied theory and practical study cases in various HR functions.

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UNIQUE ASPECTS OF AU-CE CHRP PROGRAM

- Integrated, competency based HR training and development program
- Effective learning process through combined classroom instruction, facilitated discussions and problem solving, and mentoring in applied and practical key company HR functions: HR Development, HR Management, and Supplementary HR knowledge and skills
- Program is given in 31 Modules: HR Development – 14 modules; HR Management, Compensation – 7 modules; HR Management, Industrial Relations – 7 modules; Supplementary HR Knowledge and Skills – 3 modules
- Certificate given after participants pass competency assessment.

SPECTRUM OF HUMAN RESOURCES BASIC FUNCTIONS

- **HUMAN RESOURCES DEVELOPMENT**
- **HUMAN RESOURCES MANAGEMENT**
 - **COMPENSATION & BENEFITS**
 - **INDUSTRIAL RELATIONS**
- **HUMAN RESOURCES SUPPLEMENTARY SERVICES**

AU-CE CHRP MODULE (I)

HUMAN RESOURCES DEVELOPMENT

1. Strategic Human Resource Planning
2. Managing Organization Development
3. Effective Recruitment and Interview Technique
4. **Case Study: Organization Development**
5. Managing Career Development
6. Managing Training and Effective Learning Organization

HUMAN RESOURCES DEVELOPMENT

7. Competency Based Human Resources Management
8. **Case Study: People Development**
9. Leadership Development Program
10. Strategic Performance Management
11. Talent Management
12. Knowledge Management
13. Human Resources Audit
14. **Case Study: Succession Planning**

AU-CE CHRP MODULE (II)

COMPENSATION & BENEFITS

1. Total Compensation Concept
2. Job Evaluation
3. Salary Structure Design
4. Salary Survey
5. Rewarding Employee Performance
6. **Case Study: Job Evaluation**
7. **Case Study: Compensation Wrap-up**

SUPPLEMENTARY HR KNOWLEDGE AND SKILLS

1. Employee Pension Plan
2. Company Merger and Acquisition
3. Corporate Culture

INDUSTRIAL RELATIONS

1. Legal Aspect in Industrial Relations. Employment Agreements, and Technique for Preparing Empl. Agreement
2. Collective Labor Agreement and Company Policies
3. Industrial Relations – Synergy between the Union and the Employer
4. Industrial Relations – Dispute Resolution
5. Employee Termination and Suspension
6. Industrial Relation Court
7. **Case Study: Industrial Relations**

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TYPICAL AU-CE CHRP SCHEDULE

DATE	ACIVITIES
5 July	Program Opening
7 July – 30 August Mon – Thu 18:30 to 20:30 Saturday 08:30 to 15:45	31 Sessions, 2 hrs each: Classroom Instruction, Facilitated Interactive Discussion, Problem Solving / Case Study, Examination
4 August	Deadline for submitting topic of term-paper and name of tutor
25 August	Finalization / submission of paper
12 September	Program Closing - Graduation

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EXAMINATION SUBJECTS (I)

- **1st Examination**
 - Organization Development – 3 Modules: Strategic HR Planning, Managing Organization Development, and Recruitment and Interview Technique
- **2nd Examination**
 - People Development – 4 Modules: Managing Training, Knowledge Management, Competency Based Management, and Managing Career Development
- **3rd Examination**
 - Leadership – 3 Modules: Leadership, Talent Management, and Performance Management System

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EXAMINATION SUBJECTS (II)

- **4th Examination**
 - **Industrial Relations – 4 Modules: Employment Agreement, Collective Labor Agreement, Employee Termination, and Industrial Relations Court**
- **5th Examination**
 - **Industrial Relation & Compensation – 3 Modules: Industrial Relations “Employer – Employee Synergy, Industrial Relation Dispute, and Concept and Types of Compensation**
- **6th Examination**
 - **Compensation – 4 Modules: Job Evaluation, Salary Survey, Salary Structure Design, and Rewarding Employee Performance**

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FACILITATION GROUND RULES

Facilitators’, not teachers’, primary role is

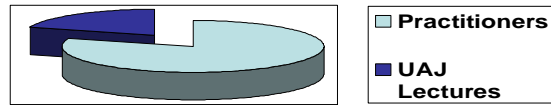
- to help participants, not students, learn; and
- to assist participants through coaching and educating on specific topic toward productive sessions.

Facilitators’ responsibility include, among others:

- a). Keep discussion focus on the topic of the session;
- b). Help guide and encourage participants to take active part in interactive discussion and problem solving process;
- c). Observes participants’ learning behaviors and progress and realign the learning process as deemed necessary

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CHRP FACILITATORS



NUMBER OF MODULES	FACILITATORS	
	HR PRACTITIONERS	ATMA JAYA SR. LECTURERS
31	18	3

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PARTICIPANTS GROUND RULES

Participants are expected to:

- be proactive and actively participate in the discussion to get the maximum benefit of this program; and
- tap the knowledge, experience and wisdom of facilitators who are expert in their respective field.

Participants are primarily responsible for

- learning the lesson,
- be prepared for the upcoming session,
- take active participation in every session, and
- comply with administrative terms and conditions.

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REQUIREMENTS FOR CHRP CERTIFICATE

- ❖ **Eighty percent (80%) attendance of all 31 sessions**
- ❖ **Obtain a minimum score 60 (out of 100 maximum score) for each examined modules**
- ❖ **Acceptance of thesis paper by the faculty on Human Resources Development, Compensation, Industrial Relations or other supplementary modules given in the program. The paper can be written in English or Indonesian language.**

Participants who do not score passing grade for certain module may retake the examination one time or participate in the final examination of the next batch.

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EXAMPLE OF AU-CE CHRP TRANSCRIPT

CERTIFIED HUMAN RESOURCES PROFESSIONAL (CHRP) BATCH 4 ACADEMIC TRANSCRIPT OF		
NO	SUBJECTS	SCORE
1	Organization Development (Strategic HR Planning, Managing OD, Recruitment)	B-
2	People Development (Competency Based, Career Development, Managing Training, Knowledge Management)	B-
3	Leadership (Leadership Development, Performance Management, Talent Management)	B-
4	Total Compensation Concept	A
5	Salary Structure Design & Rewarding Employee Performance	B
6	Job Evaluation & Salary Survey	A
7	Employment & Collective Labor Agreements	A
8	Labor Management Cooperation & Industrial Relations Dispute	A
9	Termination & Industrial Relations Court	A
Paper : <i>The Application of Knowledge Management in the Knowledge Based Human Resources Development</i>		A

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EXAMPLE OF PAPER TOPICS

B-#	NAME OF PARTICIPANT	PAPER TOPIC
1 - 1	Rafika Firna Adhikumara	Human Resources Roles in the Career Development in an Oil & Gas Company
2 - 1	Suziani Fitriyana	Legal Analysis on The Termination Procedure Based on Act No 2 Year 2004 Concerning Industrial Relations Dispute Settlement
3 - 1	Hanung Hamboro	To Build Human Resources Development Vision Using Inquiries and Four Blocks Tool Approach
4 - 1	Geg Mas Savitri	Aligning HR Strategy with The Corporate Business Strategy
5 - 1	Zulfailunnuha	Why Reward Fails to Motivate : A Case Study to Learn the Extent to which the Reward is Effective to Motivate People in the Organization
6 - 1	I Ketut Budiasa	Strategic Human Resources Planning : Shifting the Point of View on Human Resources from an Administration into a Business Partner.

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AU-CE CHRP PROGRAM EVALUATION (I)

- **Total of 6 batches with more than 250 participants representing banking, manufacturing, upstream oil and gas, insurance, airlines, government institutions, leasing, hotel, and retail industries; also consultants and university lectures, have been conducted since May 2006**
- **The 7th batch commenced on 15 October 2008 with 60 participants which would be divided in two parallel sessions**
- **Program evaluations and quality improvement initiatives are conducted through questionnaires to participants and facilitators, and sampling interviews with sponsor companies on program modules, facilitators, benefits of the program, and achievement of program objectives and expectations**

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AU-CE CHRP PROGRAM EVALUATION (II)

- **Results of questioners are discussed among program administration staff and facilitators, and improvement actions outlined for the coming batches**
- **More than 90% questionnaire respondents showed very good to excellent rating on CHRP Program in term of benefits of the program, relevancies to participants' job, and meeting program objectives and expectations**
- **Approximately 75% questionnaire respondents said the program modules were very good to excellent but lacking in depth due to the time constrains of each session**
- **More than 90% questionnaire respondents rated that facilitations of the sessions had been very good to excellent, especially those provided by seasoned practitioners and experienced university lecturers**

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ENCOURAGING COMMENTS TO AU-CE CHRP PROGRAM

- **"I wish there will be advance level of AU-CE CHRP Program"**
- **"My company has determined that possession of certificate of Certified Human Resource Professionals is a requisite for HR staff"**
- **"26 participants attended the first CHRP batch and participants of the sixth batch are more than doubled. This reflects the CHRP Program has drawn more and more interest to HR practitioners"**
- **"I was just assigned in the HR Division of my company subsidiary office in Hanoi. I plan to take sabbatical leave to participate in AU-CE CHRP Program in Jakarta"**
- **AU-CE CHRP Alumni are enthusiastic to attend the closing ceremony of following batches where two – three best thesis papers are presented by graduates**

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TYPICAL CHRP CLASS



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TYPICAL GROUP CASE STUDY



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CONCLUDING REMARKS

- The AU-CE CHRP Program is a unique “learning by doing” process or a competency based human capital enhancement program, specifically tailored for development of HR Professionals
- The AU-CE CHRP Program is a comprehensive, intensive, competency based program which covers three basic functions of the human resources management spectrum: HR Development, HR Management (Compensation and Industrial Relations), and Supplementary HR Knowledge and Skills.
- Certification is granted based on competency assessment that include session attendance, and successfully passing written examinations and presenting thesis paper
- The AU-CE CHRP Program has been a success story proven by industry acceptance and growing participation. It’s a dynamic “learning by doing” process that combines academic excellence and practitioners’ competence and wisdom

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CHRP BATCH 6 GRADUATION (63 Participants)



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THANK YOU

The authors wish to thank Atma Jaya University Continuing Education for unrelenting supports to the CHRP Program and for permitting the authors to share information of this unique program to honorable participants of the 35th International ARTDO Conference 2008 in Cairo.

Thank you all for your kind attention !!

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