



Western Technical College

10116163 Employee Benefits

Course Outcome Summary

Course Information

Description	Students will learn about the legal, economic and human resources aspects of benefits administration, including related Federal statutes and regulations. Students will review health, welfare, and retirement plan management, benefit planning and negotiation, controlling benefit costs, administering benefit programs, the impact of legal issues, and future trends. The numerous types of benefits that can be offered in the workplace and the economic ramifications of those benefits will also be studied.
Career Cluster	Business Management and Administration
Instructional Level	Associate Degree Courses
Total Credits	3
Total Hours	54

Pre/Corequisites

Prerequisite 10116117 Intro to HR Management

Prerequisite 10116118 HR Professionalism

Textbooks

No textbook required.

Success Abilities

1. Cultivate Passion: Enhance Personal Connections
2. Live Responsibly: Embrace Sustainability
3. Refine Professionalism: Practice Effective Communication

Program Outcomes

1. Examine organizational total rewards programs
2. Incorporate employment law into business practices

Course Competencies

1. Explain the legal and strategic importance of benefits programs.

Assessment Strategies

- 1.1. Paper (2-3 pages)
- 1.2. Presentation (10 - 15 minutes)

Criteria

You will know you are successful when:

- 1.1. you define legally mandated benefits and relate their significance to an organization.
- 1.2. you define voluntary benefits and relate their significance to an organization.
- 1.3. you research company to define their offered benefits.
- 1.4. you analyze the benefits offered to determine retention strategy.

Learning Objectives

- 1.a. Summarize the origins of employee benefits practice.
- 1.b. Distinguish between required and discretionary benefits.
- 1.c. Analyze the legal and regulatory influences on employee benefits practice.
- 1.d. Justify the strategic importance of benefits and approaches to strategically planning the benefits program.

2. Relate the value of benefits to the total compensation and benefits package.

Assessment Strategies

- 2.1. Paper (2-3 pages)
- 2.2. Presentation (10-15 minutes)

Criteria

You will know you are successful when:

- 2.1. you summarize the relationship of benefits to the total compensation package.
- 2.2. you research company to define their offered benefits.
- 2.3. you analyze the benefits offered to determine retention strategy.

Learning Objectives

- 2.a. Determine the economic rationales for employers to offer a mixture of cash and benefits in a compensation package.
- 2.b. Explain why insurance is less costly for larger groups.
- 2.c. Outline how changes in benefit costs affect employer profits and the amount of cash wages employers are willing to pay.
- 2.d. Appraise how changes in the value that workers place on their benefits package influence their choice of job and acceptable salary range.
- 2.e. Point out the effect of government mandated benefits on wages and profits.

3. Describe the significance of federal regulation on benefits administration.

Assessment Strategies

- 3.1. Written Objective Test (score 70% or higher)

Learning Objectives

- 3.a. Compare the impacts of the NLRA, the IRS Code, the FLSA, EEO laws, and ERISA on benefits administration.

4. Explain various employer-sponsored retirement plans.

Assessment Strategies

- 4.1. Written Objective Test (score 70% or higher)

4.2. Reflection

Criteria

You will know you are successful when:

- 4.1. you prepare questions to discuss with the guest speaker.
- 4.2. you summarize the pros and cons of the various types of employer-sponsored retirement plans.

Learning Objectives

- 4.a. Distinguish between qualified plans and nonqualified plans.
- 4.b. Describe the features of defined benefit plans and defined contribution plans.
- 4.c. Integrate company-sponsored pension benefits with Social Security OASDI benefits.
- 4.d. Explore various funding mechanisms for nonqualified retirement plans and tax obligations.

5. Evaluate the impact of employer-sponsored health insurance on the employer and the employee.

Assessment Strategies

- 5.1. Written Objective Test (score 70% or higher)

Learning Objectives

- 5.a. Review the origins of employer-sponsored health insurance programs.
- 5.b. Contrast group versus individual health insurance plans.
- 5.c. Discuss the impact of federal and state laws influencing employer-sponsored health insurance practices.
- 5.d. Differentiate between fee-for-service plans, managed care plans, and consumer-driven health care.
- 5.e. Show the disincentives to offering health care benefits to retirees.

6. Describe employer-sponsored disability insurance and life insurance.

Assessment Strategies

- 6.1. Written Objective Test (score 70% or higher)

Learning Objectives

- 6.a. Construct a table of public and private disability and life insurance components.
- 6.b. Identify the origins of disability and life insurance programs.
- 6.c. Differentiate between short-and long-term disability.
- 6.d. List a variety of different types of life insurance.

7. Defend the structure, funding, and administration of social security and workers' compensation programs.

Assessment Strategies

- 7.1. Case Study
- 7.2. Written Objective Test (score 70% or higher)

Criteria

You will know you are successful when:

- 7.1. you determine worker eligibility for benefit.
- 7.2. you explore how fault relates to earning of benefit.
- 7.3. you discuss employee rights relating to benefit.

Learning Objectives

- 7.a. Describe the affect of OASDI, Medicare, and unemployment insurance.
- 7.b. Summarize the administration and funding of social security programs as well as the structure of social security program benefits.

- 7.c. Defend the reasoning behind workers' compensation insurance.
- 7.d. Contrast the types of workers' compensation claims.

8. Illustrate the various types of paid time-off benefits.

Assessment Strategies

- 8.1. Written Product

Criteria

You will know you are successful when:

- 8.1. you illustrate the difference between paid time off and multiple time off programs.
- 8.2. you recognize the impact on unscheduled absenteeism.
- 8.3. you discuss the administrative burden and cost of managing separate plans.
- 8.4. you explore the relevance of including seniority to calculate benefits.
- 8.5. you reflect on government involvement in mandating benefits.
- 8.6. you compare industry needs regarding mandated benefits.

Learning Objectives

- 8.a. Describe the design elements of paid time-off practices.
- 8.b. Outline federal and state regulation of paid time-off practices.
- 8.c. Classify the nature of leave under the Family and Medical Leave Act of 1993.

9. Examine the legal requirements of accommodation and enhancement benefits.

Assessment Strategies

- 9.1. Written Objective Test (score 70% or higher)

Learning Objectives

- 9.a. Identify five categories of accommodation and enhancement benefits and corresponding objectives.
- 9.b. Elaborate on the specific accommodation and enhancement benefits for each category.
- 9.c. Explore reasons many companies offer accommodation and enhancement benefits.
- 9.d. Examine the tax benefits for employers and employees.
- 9.e. Brief the legal issues pertaining to accommodation and enhancement benefits.

10. Manage an employee benefits system.

Assessment Strategies

- 10.1. Demonstration

Criteria

You will know you are successful when:

- 10.1. you determine the benefits to include in your total compensation package.
- 10.2. you defend why to include or exclude specific benefits.
- 10.3. you experiment with costs to offer the benefits.
- 10.4. you predict success of your benefits package.

Learning Objectives

- 10.a. Create methods for managing benefits costs.
- 10.b. Contrast traditional and flexible approaches to benefits designs.
- 10.c. Communicate the benefits program to the employees.
- 10.d. Factor the costs of outsourcing employee benefits.
- 10.e. Predict the future of employee benefits.