



MOS3384A 570
Personal Recruitment and Selection
Fall 2026

Instructor: Claire Pompili
Email: cpompil@uwo.ca

Course Information

Mode of Instruction: In-Person

Calendar Description:

An introduction to the theory and scientific methods of psychological assessment for the purposes of personnel selection, with an emphasis on the most current and valid selection procedures. Related topics include job analysis and competency modeling, recruitment, decision-making, legal and ethical issues.

Pre-requisite(s): Enrollment in 3rd or 4th year of BMOS.

Extra Information: 3 lecture hours.

Course Weight: 0.50

Breadth: Category A

Subject Code: MOS

Notice: Unless you have either the requisites for this course (fulfilment of pre-requisites, no anti-requisite conflicts), or special permission from your Dean to enrol in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

King's University College
MOS 3384A 570
Personnel Recruitment and Selection
Fall 2026-2027

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Course description:

An introduction to the theory and scientific methods of psychological assessment for the purposes of personnel selection, with an emphasis on the most current and valid selection procedures. Related topics include job analysis and competency modeling, recruitment, decision making, legal and ethical issues.

Prerequisite(s): Enrollment in 3rd or 4th year BMOS.

Course learning outcomes:

By the end of this course, students will be able to:

1. Describe the role and activities of human resources management in facilitating the steps required for recruitment and selection of human resources in organizations. This includes an evidence-based approach to formulating decisions, recommending plans of action that effectively align HR policies to organizational objectives.
2. Define, describe, compare, and contrast key terms, theories, concepts, approaches, models, tools relevant to HR recruitment and selection processes across Canadian workplaces.
3. Critically assess the extent to which various recruitment and selection practices and associated activities (such as job and competency analysis, performance measurement, recruitment methods, applicant screening, testing and other assessments, and decision making) are based on professional standards of reliability and validity and are implemented in an effective and ethical manner.
4. Recognize how legislation, technology, changing economic conditions, labour force dynamics, and other external factors influence personnel recruitment and selection practices.

Mode of Instruction: In-person, lecture based.

Course textbooks/materials:

Recruitment and Selection in Canada. 7th ed. Nelson Education.

Catano, V., M., Wiesner, W.H. & Hackett R.D. (2018)

\$140.00

Available through UWO Bookstore Other non-copyright materials, readings, and reference materials will be provided by the instructor on OWL as the course progresses

Method of evaluation:

Your evaluation will be based on the following:

Assignment	Weight
Class participation	10%
Exam 1	30%
Group Debates	30%
Exam 2	30%

NOTE: All the required evaluations must be completed for you to pass the course. If you have a legitimate reason that prevents you from doing so you should contact me to confirm the possibility of alternative arrangements in advance of the due date.

*Midterm makeup date will be the Friday following the next scheduled class, or a date agreed upon by the student and instructor following the proper accommodated/makeup exam protocols. Makeup exams may be subject to fees administered by the exams office.

Class Participation (10%)

You are expected to: attend all scheduled classes; be prepared to contribute to your own learning and that of your fellow students by doing the assigned readings and thinking about the pre-assigned questions or case studies before the session; asking questions during class for clarification; volunteering your opinions and reasoned arguments during class discussions; and actively participating in group break-out exercises or any other class activities.

The class is what you make of it and will be beneficial for career opportunities and getting comfortable with HR language. The classroom is a respectful place where students are encouraged to speak or share thoughts on topics, even if they are unsure.

Exam 1 & 2 (30% each)

The mid-term will be a closed-book 2-hour exam. The exam will include multiple-choice and short- answers. See course schedule below for chapters related to the exam. An exam outline and review will be done the class before the exam. Each exam will cover the topics learned prior. Exam 1 will follow chapters from the beginning of the course and Exam 2 will cover the chapters that follow until the end of the course.

Group Presentation (30%) - Debates

Groups will be made towards the beginning of the term that will split into opposing sides of a topic.

Each group will present in front of the class next to the opposing group. Groups will be told in advance what their topic is and which side they will be arguing. Each group will work together

to come up with arguments and positions for their side to communicate in a debate like function. Although this is a group project, each student will be graded individually on the delivery and analysis they present. Groups will work together to help articulate ideas and gather research.

A rubric will be provided on OWL and examples will occur during the course to help prepare students. Overall, the debate format will include:

- (1) A statement of the groups position on the topic and a brief summary of context behind it.
- (2) An analysis of issues to consider and why they are in favour or opposing the position. Arguments to support the groups position based on research, trends, and course materials.
- (3) What they imagine opposing points are for their position, as well as rebuttals to combat any opposition.
- (4) A conclusion along with research for or against the topic.

The debates will be done in-class on the date listed in the schedule below.

Schedule of Classes, Readings, Assessments:

Subject to change – see OWL for announcements or updates as the term progresses.

Week	Date	Readings	Activity/Due Dates
1	September 15	Chapter 1	Course introduction and overview
2	September 22	Chapter 2 Chapter 3	Debate overview
3	September 29	Chapter 4	Group topics and selection
4	October 6	Chapter 5	Exam review in class
5	October 13	Reading week	No class
6	October 20	EXAM 1	Chapters 1-5
7	October 27	Chapter 6 Chapter 7	
8	November 3	Chapter 8 Chapter 9 Chapter 10	Group Presentation Preparation
9	November 10	Group Debates	
10	November 17	Exam Prep	Office hours and exam prep
11	November 24	EXAM 2	Chapters 6-10
12	December 1	Extra – if needed	TBD

KING'S UNIVERSITY COLLEGE

GENERAL COURSE POLICIES

2026-2027

1. Academic Accommodations, Consideration for Absences

Academic Accommodation (Accessibility)

Accessibility Services works to ensure that academic programs are accessible to all students, and supports students who may have a condition related to, but not limited to, vision, hearing, mobility, different ways of learning, mental health, chronic illnesses, chronic pain, autism spectrum disorder, ADD/ADHD, and temporary conditions (beyond short-term academic consideration). Accessibility Services provides recommendations for accommodation based on medical documentation or psychological and cognitive assessment. The accommodation policy can be found [here](#) Academic Accommodation for Students with Disabilities. Information on Accessibility Services at King's can be found [here](#).

Academic Consideration for Student Absence

If a student is unable to meet a course requirement due to substantial but temporary extenuating circumstances (medical or compassionate), they should follow the procedures below.

In some cases, where instructors have built flexibility into their assessments, this flexibility will already address consideration needs.

Requests for academic consideration should be directed to the Academic Advising Office of your faculty/college of registration. Requests must be made as soon as possible and no later than 48 hours after the missed assessment.

As a rule, documentation is required for academic consideration. For academic consideration requests on medical grounds, the Student Medical Certificate is available at <https://registrar.uwo.ca/academics/pdfs/student-medical-certificate.pdf>

Students are permitted one academic consideration request without supporting documentation per term per course.

Instructors may designate one assessment per half-course weight as requiring formal supporting documentation. Please refer to the course outline for each course.

For further information, please see:

https://uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf

Absences from Final Examinations

If you miss the Final Exam, contact the Academic Advising Office of your faculty/college of registration as soon as you are able to do so. They will assess your eligibility to write the Special Examination (the name given by the University to a makeup Final Exam).

You may also be eligible to write the Special Exam if you are in a “Multiple Exam Situation” (e.g., more than 2 exams in 23-hour period, or more than 3 exams in a 47-hour period).

If a student fails to write a scheduled Special Examination, the date of the next Special Examination (if granted) normally will be the scheduled date for the final exam the next time this course is offered. The maximum course load for that term will be reduced by the credit of the course(s) for which the final examination has been deferred. See the Academic Calendar for details (under Special Examinations).

Religious Accommodation

Students should consult the University's list of recognized religious holidays, and should give notice in writing to the instructor and Academic Advising Office if a course requirement will be affected by a religious holiday/observance. Notice must be given as early as possible, and no later than two weeks prior to an examination, and one week prior to a midterm test date. It is the responsibility of such students to inform themselves concerning the work done in classes from which they are absent and to take appropriate action.

2. Support Services

Accessibility, Counselling and Student Development at King's University College:

<https://kings.uwo.ca/community/library/services/accessibility/>

Students experiencing emotional or mental health distress can access services at King's University College: <https://kings.uwo.ca/campus-life/student-supports/>

Good2talk is a good online and phone 24/7 resource for students and is available in English, Mandarin, and French: <https://good2talk.ca>, 1-866-925-5454

MentalHealth@Western provides a complete list of options about how to obtain help:

<https://www.uwo.ca/health/mental-health/index.html>

Academic Support Services at King's University College:

<https://www.kings.uwo.ca/current-students/academic-resources/>

GBSV Support:

King's (Western) is committed to reducing incidents of gender-based sexual violence (GBSV) and providing compassionate support to anyone who is going through or has gone through these traumatic events. If you are experiencing or have experienced GBSV (either recently or in the past), you will find information about support services for survivors, including emergency contacts at the following website:

Mental Health and Wellness at King's - King's University College

You can reach someone supports at Kings by emailing Care@kings.uwo.ca or calling 519-930-4640 to reach a social worker who can offer help.

You can also reach Western's Gender-Based Violence & Survivor Support Case Manager by email or by calling 519-661-3568.

You can reach someone supports at Kings by emailing Care@kings.uwo.ca or calling 519-930-4640 to reach a social worker who can offer help.

3. Statement on Use of Electronic Devices

Use of Electronic Devices: Unless explicitly stated otherwise, you are not allowed to have a cell phone, or any other electronic device, with you during tests or examinations. Unauthorized possession of such a device during a test or examination constitutes an academic offence.

Use of Laptops, Tablets, and Smartphones in the Classroom: King's University College at Western University acknowledges the integration of new technologies and learning methods into the curriculum. The use of electronic devices such as laptop computers, tablets, or smartphones can contribute to student engagement and effective learning. At the same time, King's recognizes that instructors and students share jointly the responsibility to establish and maintain a respectful classroom environment conducive to learning.

The use of electronic devices by students during lectures, seminars, labs, etc., shall be for matters related to the course at hand only. Students found to be using electronic devices for purposes not directly related to the class may be subject to sanctions under the Student Code of Conduct; see https://kings.uwo.ca/sites/2025/assets/files/about/governance/policies/board/Board%20Policy%203_1%20Code%20of%20Student%20Responsibilities%20and%20Conduct.pdf

Inappropriate use of electronics (e.g., laptops, tablets, smartphones) during lectures, seminars, labs, etc., creates a significant disruption. As a consequence, instructors may choose to limit the use of electronic devices in these settings. In addition, in order to provide a safe classroom environment, students attending in-person class sessions are strongly advised to operate laptops with batteries rather than power cords.

4. Statement on Academic Offences

King's is committed to academic integrity. Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, is posted at https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_offences.pdf

It is expected that students will submit work that is truly their own, completed without external assistance (human or artificial) except as explicitly permitted by the course instructor. Check with your instructor on what tools, including generative AI (ChatGPT, translation tools, grammar-checking tools) are permitted in the course. Because a tool is permitted in one course, that does not mean it is permitted in other courses.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system; see <https://elearningtoolkit.uwo.ca/tools/Originality Reports - TurnItIn.html>.

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

5. Copyright of Course Material

Lectures and course materials, including PowerPoint presentations, tests, outlines, and similar materials are protected by copyright. Faculty members are the exclusive owner of copyright in those materials they create. Students may take notes and make copies for their own use. Students may not allow others to reproduce or distribute lecture notes and course materials publicly (whether or not a fee is charged) without the express written consent of a faculty member. Unauthorized sharing of class content is subject to academic discipline.

Similarly, students own copyright in their own original papers and exam essays. If a faculty member wishes to post a student's answers or papers on the course website, they should ask for the student's written permission.

6. Use of Recordings

Participants in this course are not permitted to record the sessions, except where recording is an approved accommodation and/or the participant has the prior written permission of the instructor. Unauthorized recording and/or sharing of class content is subject to academic discipline.

7. Policy on Attendance

Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course, will be reported to the Dean of the Faculty offering the course, after due warning has been given. On the recommendation of the department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course.