

Dakota County Technical College

SMGT 1441: Introduction to Human Resource Management

A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course focuses on providing supervisors and managers an overview of the principles and practices of Human Resources Management functions in today's organization, Compensation and Benefits, and Managing Employee Relations. Prerequisites: None.

B. COURSE EFFECTIVE DATES: 01/12/2004 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

D. LEARNING OUTCOMES (General)

1. Demonstrate understanding of the recruiting and selection process
2. communicate effectively
3. design an employee orientation process
4. examine compensation and benefits
5. explain methods to manage employee relations
6. provide an overview of the continually changing role of Human Resources Management

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted