

# Dakota County Technical College

## SMGT 1443: 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 organizations of any size. Emphasis areas include Recruitment and Selection, Orientation, Compensation and Benefits and Managing Employee Relations.

**B. COURSE EFFECTIVE DATES:** 08/26/2013 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

### D. LEARNING OUTCOMES (General)

1. Assess HR as a strategic partner
2. Conduct a job analysis
3. Demonstrate understanding of the recruiting and selection process
4. Design a employee orientation process
5. Design a job description
6. Evaluate compensation and benefits
7. Examine legal and ethical considerations
8. Examine the continually changing role of Human Resource Management
9. Explain methods to manage employee/labor relations
10. Participate in scenario based learning

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

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted