

# Minnesota State University Moorhead

## CM 205: Professional Growth Seminar I

### A. COURSE DESCRIPTION

Credits: 1

Lecture Hours/Week: 1

Lab Hours/Week: 0

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course is directed towards the overall growth of the student. As students progress from their sophomore through senior years, they will be required to complete 20 units of combined professional growth and community outreach to be eligible for graduation. As a requirement of CM 496 Capstone Experience, students are required to provide documentation that they have completed the 20 unit requirement.

**B. COURSE EFFECTIVE DATES:** 03/08/2005 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. The student will complete a resume, cover letter, reference letter, and thank you letter used in their internship and job search processes.
2. The student will complete their curriculum Plan of Study. The student should update any changes to the Plan of Study at each advising session.
3. The student will complete a paper on how they plan to improve their soft skills while they are a student in the CM program that also includes a critical review of their personal ethics.
4. Each student will be required to identify and submit two scholarship or grant applications.
5. The student will complete an initial self analysis survey of technical and soft skill sets that are the expectations of employers upon graduation when the student is seeking employment. Upon completion of the survey, the student will identify areas of needed improvement and develop ways to improve those skills prior to graduation.
6. The student will complete the paperwork requirements and understand the Construction Management professional growth and community service graduation requirement which will serve as a foundation of continuous participation in these endeavors.

### D. LEARNING OUTCOMES (General)

1. The student can apply oral, written, graphic and, listening skills to enhance the communication process.
2. The student can apply the principles and philosophy of general and human resource management systems, accounting, economics and ethics to the construction industry. (Including team building, leadership concepts/skills, and the Construction Code of Conduct).

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

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

**G. SPECIAL INFORMATION**

None noted