COURSE OUTLINE

DEPT. BUS    COURSE NUMBER: 2275

NUMBER OF CREDITS: 3    Lecture: 3 Lab: 0  OJT: 0

Course Title:
Human Resources Management

Catalog Description:
Human Resources Management provides an analysis of the importance of personnel management in accomplishing the established objectives of a business. Utilization of human resources is emphasized. Management of proper relationships with labor unions, government authorities, and the total community is studied.

Prerequisites or Necessary Entry Skills/Knowledge:
None

FULFILLS MN TRANSFER CURRICULUM AREA(S) (Leave blank if not applicable)
Goal 1: Communication: _____ by meeting the following competencies:
Goal 2: Critical Thinking: _____ by meeting the following competencies:
Goal 3: Natural Sciences: _____ by meeting the following competencies:
Goal 4: Mathematics/Logical Reasoning: _____ by meeting the following competencies:
Goal 5: History and the Social and Behavioral Sciences: _____ by meeting the following competencies:
Goal 6: The Humanities and Fine Arts: _____ by meeting the following competencies:
Goal 7: Human Diversity: _____ by meeting the following competencies:
Goal 8: Global Perspective: _____ by meeting the following competencies:
Goal 9: Ethical and Civic Responsibility: _____ by meeting the following competencies:
Goal 10: People and the Environment: _____ by meeting the following competencies:

Topics to be Covered (General)
- Equal Employment Opportunity
- Job Requirement and Design
- HRM Planning and Recruitment
- Selection
- Training and Development
- Career Development
- Appraising and Improving Performance
- Managing Compensation
- Incentive Rewards
- Employee Benefits
Safety and Health
Employee Rights and Discipline
Labor Relations

**Student Learning Outcomes**

Discuss human resources requirements and developing effective human resources.
Analyze and implement compensation policy.
Examine employee’s rights and discipline.
Identify International Human Resources Management.

**Is this course part of a transfer pathway?:** Yes ☐ No ☒
*If yes, please list the competencies below*

Revised Date: 1/2022