

Montgomery County Community College  
MGT 131  
Human Resource Management  
3-3-0

**COURSE DESCRIPTION:**

Students learn personnel procedures and practices. Topics include equal opportunity, personnel planning, employee selection, employee incentive systems, and performance appraisal.

**REQUISITES:**

*Previous Course Requirements*

None

*Concurrent Course Requirements*

None

LEARNING OUTCOMES Upon successful completion of this course, the student will be able to:	LEARNING ACTIVITIES	EVALUATION METHODS
1. Analyze the legal, ethical, and global principles that influence human resource management decision making.	Lectures Discussion Multi-Media Materials Project Group Activities	Case-Study
2. Explain the appropriate procedures involved in employee recruitment and placement.	Lectures Discussion Multi-Media Materials Project Group activities	Assignments Exams
3. Identify the training and development activities as it relates to the human resource function.	Lectures Discussion Multi-Media Materials Project Group Activities	Assignments Exams
4. Evaluate the various types of compensation plans and the implementation methods used.	Lectures Discussion Multi-Media Materials Project Group Activities	Assignments Exams

At the conclusion of each semester/session, assessment of the learning outcomes will be completed by course faculty using the listed evaluation method(s). Aggregated

results will be submitted to the Associate Vice President of Academic Affairs. The benchmark for each learning outcome is that *70% of students will meet or exceed outcome criteria.*

SEQUENCE OF TOPICS:

1. Historical Human Resource Development
2. Human Resources Planning
3. Developing Effective Personnel
4. Managing Compensation and Job Security
5. Developing a Productive Workforce
6. Union Management Relations
7. International Human Resources Management

LEARNING MATERIALS:

Dessler. (2017) *Human Resource Management*, 15<sup>th</sup> ed. Pearson.

Other learning materials may be required and made available directly to the student and/or via the College's Libraries and/or course management system.

COURSE APPROVAL:

Prepared by: Eileen Kearney	Date: 3/2005
Revised by: Eileen Kearney	Date: 2/2009
VPAA/Provost Compliance Verification: Dr. John C. Flynn, Jr.	Date: 9/11/2009
Revised by: Eileen Kearney and Ayisha Sereni	Date: 4/2013
VPAA/Provost or designee Compliance Verification: Victoria L. Bastecki-Perez, Ed.D.	Date: 5/2/2013
Revised by: Eileen Kearney	Date: 2/27/2018
VPAA/Provost or designee Compliance Verification:	Date: 2/28/2018



*This course is consistent with Montgomery County Community College's mission. It was developed, approved and will be delivered in full compliance with the policies and procedures established by the College.*