

**J. Sargeant Reynolds Community College
Course Content Summary**

Course Prefix and Number: BUS 205

Credits: 3

Course Title: Human Resource Management

Course Description: Introduces employment, selection, and placement of personnel, forecasting, job analysis, job descriptions, training methods and programs, employee evaluation systems, compensation, benefits, and labor relations. Lecture 3 hours per week.

General Course Purpose: The purpose of this course is to introduce students to the importance of effectively managing human resources.

Course Prerequisites and Co-requisites:

None

Student Learning Outcomes:

Upon completing the course, the student will be able to

- a. Understand the importance of human resource management in organizations;
- b. Articulate the environmental forces (economic, legal, technological, social, organizational structure, etc.) that affect human resource management;
- c. Understand the processes of recruitment, selection, employee assessment, development, training, and compensation; and
- d. Discuss key terms and current trends and topics in human resource management.

Major Topics to Be Included:

- a. The human resources management environment (trends in human resource management);
- b. Acquiring, training, and developing human resources;
- c. Assessing and improving employee performance for high productivity;
- d. Creating a productive work environment and organizational culture
- e. Employee-management relations
- f. Compensation and motivating human resources

Effective Date of Course Content Summary: March 30, 2018