MNGT 201
Human Resources Management
3 Credits

Community College of Baltimore County
Common Course Outline

Description

MNGT 201 – Human Resources Management: is a course in which students cover contemporary behavioral theory relating to the management of people at work. Students examine basic processes that are involved in the procurement, development, and maintenance of human resources, including analysis of key internal and external factors, legislation, and global influences affecting management of employees.

Co-requisites: MNGT 101 or written permission from the program coordinator.

Overall Course Objectives

Upon completion of this course, students will be able to:

1. explain the human resource management functions as a contributor to the strategic business plan;
2. discuss the application of the legal environment influences on the human resource management policies and procedures;
3. discuss the implications of the economy and ethics in the workplace;
4. explain a job analysis and how it contributes to the organization's operational and strategic goals;
5. explain the staffing function including planning, recruitment, and selection;
6. identify key factors involved with developing, implementing, and evaluating training and development programs;
7. explain the importance of performance management and the evaluation process;
8. differentiate between legally required and company sponsored benefits;
9. compare and contrast the benefits of employment at will versus collective bargaining;
10. identify environmental factors that impact global human resource management and discuss the advantages and disadvantages; and
11. explain how Human Resource Management (HRM) effectiveness can be measured and improved.

Major Topics

I. Human Resource Management Gaining a Competitive Advantage
   a. Components of the strategic management process
   b. Role and value of HRM in strategy formulation
II. Legal Environment
   a. Federal and state laws
   b. Ethics in the workplace
III. Functions

The Common Course Outline (CCO) determines the essential nature of each course.
For more information, see your professor's syllabus.

  a. Analysis and design of work
  b. Human resource planning and recruitment
  c. Recruitment process and sources
  d. Selection and placement
  e. Training and development
  f. Safety and health
  g. Performance appraisals
  h. Employee pay and benefits
  i. Internal employee relationships/unions
IV. Managing Human Resources Globally
V. Strategically Managing the HRM Function
  a. High performance work-systems
  b. Strategic alignment and the balanced scorecard
  c. Software applications for HRM

Course Requirements

Grading will be determined by the individual faculty member, but shall include the following, at minimum:

- two tests
- one written project
- three case studies
- five assignments using publisher software

Written assignments and research projects: Students are required to use appropriate academic resources in their research and cite sources according to the style selected by their professor.

Other Course Information

This course is a program requirement for Business Administration and Business Management.

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