

Course discipline/number/title: SMGT 1352: Recruitment, Retention, and Employee Development

- A. CATALOG DESCRIPTION
1. Credits: 4
  2. Hours/Week: 4
  3. Prerequisites (Course discipline/number): None
  4. Other requirements: None
  5. MnTC Goals (if any): NA
- B. COURSE DESCRIPTION: This course provides students with the skills and strategies necessary to recruit, retain and develop employees in an increasingly diverse workforce. Emphasis will be on recruitment strategies and employee development using effective adult learning techniques and transferring the training to the workplace.
- C. DATE LAST REVISED (Month, year): February. 2022
- D. OUTLINE OF MAJOR CONTENT AREAS:
1. Best practices in employee recruitment, selection and onboarding
  2. Diversity and Inclusion in the workplace
  3. Legal considerations in the hiring process
  4. Effective motivating and retention strategies
  5. Creating employee development plans
  6. Training needs analysis
  7. Training delivery integrating adult learning styles
- E. LEARNING OUTCOMES (GENERAL): The student will be able to:
1. Analyze best practices in employee recruitment, selection and onboarding
  2. Demonstrate knowledge of diversity in various contexts
  3. Apply legal considerations to the employee recruitment and selection process
  4. Examine employee motivating and retention techniques.
  5. Create an employee development plan based on individual and organizational training needs.
  6. Develop a training needs analysis.
  7. Integrate adult learning styles to various training delivery methods.
- F. LEARNING OUTCOMES (MNTC): NA
- G. METHODS FOR EVALUATION OF STUDENT LEARNING: Methods may include but are not limited to:
1. Written assignments
  2. Exams and quizzes
  3. Portfolio of projects
  4. Presentations
- H. RCTC CORE OUTCOME(S). This course contributes to meeting the following RCTC Core Outcome(s):  
Critical Thinking. Students will think systematically and explore information thoroughly before accepting or formulating a position or conclusion.  
  
Global Awareness, Diversity. Students will demonstrate an understanding of and respect for human diversity through their words and actions.
- I. SPECIAL INFORMATION (if any): None