



Human Resources Management Associate of Applied Science (A.A.S.)

2018–2019

DESCRIPTION:

The Human Resources Management A.A.S. degree program prepares students to enter the various functions within the human resources profession and immediately provide value added. Over the last several decades, the human resources function has evolved into an extremely complex profession requiring an understanding of how each facet of human resources management impacts the organization as a whole. The multitude of federal and state laws regulating all aspects of the employee/employer relationship require professionals skilled in understanding and applying HR laws to day-to-day management decisions. Human resources management professionals, skilled in recruitment and selection, training and development, human resources and labor law, labor and employee relations, and compensation and benefits, make a positive impact on a firm's bottom line.

The Human Resources Management program has achieved voluntary accreditation from the Accreditation Council for Business Schools and Programs (ACBSP) demonstrating it has met standards of business education that promote teaching excellence. For more information, see csc.edu/academics/departments/human-resources. For more information, see csc.edu/academics/departments/human-resources.

ADMISSION REQUIREMENTS:

This is a non-selective, open-admission program. Students must place into ENGL 1100.

ONGOING REQUIREMENTS:

Students must maintain minimum overall GPA required by the College. Students should research program and admission requirements for their specific intended four-year institution and major early in their college career.

OPPORTUNITIES FOR GRADUATES:

Career:

The goal of our program is to prepare graduates to be human resources generalists: a person who can “do it all.” Although large corporations often have HR departments with many people, small to mid-sized companies usually have a “one-person show.” The HR generalist is involved in: recruitment and selection, training and development, performance evaluation, affirmative action and equal employment opportunity, compensation and benefits administration, employee and labor relations, safety, strategic planning, employee records management, and ensuring that the organization is in compliance with a of myriad laws and legal issues surrounding the employee/employer relationship.

Transfer:

Pathways agreements with various four-year institutions allow students to seamlessly transfer coursework toward HR Bachelor's degree programs.

DEGREE REQUIREMENTS (HUMAN RESOURCES MANAGEMENT A.A.S.):**FIRST SEMESTER**

Course	Term	Credits	Milestones/Progress Check
BMGT 1111 Management (pre-requisite for HRM 1121)	AU/SP/SU	3	
BOA 1200 Business Language	AU/SP/SU	2	
COLS 1101 First-Year Experience	AU/SP/SU	1	
CSCI 1101 Computer Concepts and Applications	AU/SP/SU	3	
LEGL 2064 Legal Environment of Business	AU/SP/SU	3	
ENGL 1100 Composition I	AU/SP/SU	3	
Semester Credits		15	

SECOND SEMESTER

Course	Term	Credits	Milestones/Progress Check
HRM 1121 Human Resources Management*	AU/SP/SU	3	
HRM 1223 Human Resources Policy and Procedure (first HRM specific)	AU/SP/SU	3	
HRM 1224 Employee Training and Development	AU/SP	3	• The Technical courses in this semester lead to an HRM certificate.
MATH 1104 Mathematical Concepts for Business or STAT 1400 Statisti-	AU/SP/SU	3	
BOA 1300 Business Applications	AU/SP/SU	2	
Semester Credits		14	

THIRD SEMESTER

Course	Term	Credits	Milestones/Progress Check
BMGT 1102 Managing Interpersonal Skills	AU/SP/SU	2	• Completion of the technical courses in this semester in conjunction with the completion of BMGT 1102, BMGT 1111 and LEGL 2064, will allow the student to complete the HRM certificate.
HRM 1225 Employee and Labor Relations	AU/SP	3	
HRM 1825 Compensation	AU/SP	3	
HRM 1828 Benefits	AU/SP	3	
HRM 2221 Staffing Under the Law	AU/SP	2	
Semester Credits		13	

FOURTH SEMESTER

Course	Term	Credits	Milestones/Progress Check
BGMT 2299 Case Studies in Strategic Management OR			
HRM 2901 HRM Practicum/Seminar	AU/SP/SU	3	
BMGT 2216 Business Ethics	AU/SP/SU	3	
SOC 2380 American Race and Ethic Relations	AU/SP/SU	3	
SOC Elective (select from list)	AU/SP/SU	3	
Semester Credits		12	

FIFTH SEMESTER

Course	Term	Credits	Milestones/Progress Check
ECON 1100 Introduction to Economics or ECON 2200 Principles of Microeconomics	AU/SP/SU	3	
HUM Elective (select from list)	AU/SP/SU	3	
Semester Credits		6	
Total		60	

*HRM 1121 must be taken previously or concurrently with HRM 1223 or HRM 1224.

AU: Autumn Semester/SP: Spring Semester/SU: Summer Semester
Requirements subject to change.