**Career enhancement competencies**  HUMAN RESOURCES MANAGEMENT

**Introduction:**
This career enhancement competency is designed to draw together courses in the liberal arts disciplines that will prepare students for professional careers in human resources management. Human resources managers recruit, train, maintain, and deploy qualified work forces in government and industry. They are called upon to develop and write job descriptions and performance standards, to interview and test applicants, as well as to administer salary and benefit programs. In addition, they develop, administer, and teach orientation courses for new employees and in-service courses. They may be called on to advise employees about job problems and investigate and deal with rule violations. This CEC is especially appropriate for Psychology and Sociology majors and minors.

**Course Distribution:**

I. **To promote analytical and quantitative skills, choose one course:**
   - Reasoning Using Statistics:
   - PSY 340 Statistics for the Social Sciences*
   - SOC 275 Social Statistics*
   - MAT 150 Fundamentals of Statistical Reasoning [Gen Ed: MC-QR]

II. **To promote development of research skills, choose one course:**
   - COM 297 Communication Research Methods*
   - GEO 204 Doing Geography
   - PSY 231 Research Methods in Psychology
   - PSY 334 Psychological Measurement
   - SOC 271 Introduction to Sociological Research*

III. **To promote understanding of human behavior, choose two courses:**
     - PSY 111 Introduction to Psychology* [IAI-SS]
   - PSY 303 Adult Development and Aging
   - PSY 305 Psychology of Women
   - PSY 326 International Psychology
   - PSY 327 Topics in Psychology and Diversity
   - SOC 106 Introduction to Sociology [IAI-SS]
   - SOC 240 People in Places: Understanding and Developing Community [Gen Ed: OC-SS]
   - SOC 331 Self and Society
   - SOC 341 The Sociology of Gender

(*These classes are for majors only)


**Career Enhancement Competencies**

**HUMAN RESOURCES MANAGEMENT**

continued

**Course Distribution:**

IV. To promote understanding of the institutional environment, choose a total of two courses from two different departments:

- ECO 225  Labor Economics and Labor Problems
- PHI 234  Business Ethics
- POL 101  Citizens and Government [Gen Ed: MC-ICL] **OR**
  POL 105  American Government and Politics [IAI-SS] **OR**
- POL 231  Public Administration
- POL 232  Politics and Public Policy
- POL 330  Problems of Public Administration
- POL 331  Human Resource Management
- PSY 230  Business and Industrial Psychology
- PSY 375  Personnel Psychology
- PSY 376  Organizational Psychology
  HIS 135/136  History of the United States
- SOC 260  Social Stratification
- SOC 264  Racial, Social Class, and Gender Inequality
- SOC 333  Political Sociology: Power, Culture and Change
- SOC 375  Economic Sociology

V. To promote communication skills, choose two courses from two departments:

- COM 123  Interpersonal Communication
- COM 202  Persuasive Public Speaking
- COM 210  Communication and Critical Thinking
- COM 223  Small Group Processes
- COM 227  Organizational and Professional Speaking**
- COM 229  Foundations of Organizational Communication**
- COM 329  Organizational Communication**
- ENG 145  Writing in the Academic Disciplines [IAI-C3]
- ENG 246  Advanced Exposition
- ENG 249  Technical and Professional Writing I

*Total Hours: 24*

*(These classes are for majors only)*

*(Students interested in Communication classes that are major-blocked need to go to Fell 450 to put their name on a wait list. After majors have had a chance to register, the students on the wait list will be notified by e-mail of their status. Prerequisites will be waived for some Communication courses in the CEC.)*