

Career **E**nhancement **C**ompetencies **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:
GEO 138 or POL 138 [Gen Ed: MC-QR] or ECO 138 or PSY 138 [Gen Ed: MC-QR / IAI-M]
- 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 110 Fundamentals of Psychology [Gen Ed: MC-IS] **OR**
PSY 111 Introduction to Psychology* [IAI-SS]
- PSY/SOC 223 Social Psychology [Gen Ed: OC-SS / 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)

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HUMAN RESOURCES MANAGEMENT...
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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 106 US Government and Civic Practices [Gen Ed: MC-ICL / IAI-SS]
- 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
- SOC/HIS 111 American Diversity: Contested Visions of the United States Experience [Gen Ed: MC-UST]
- SOC 255 Sociology of Work and Occupations
- 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.)*