

Associate of Applied Business Degree Business

Business Management

Human Resources Management Concentration (9225)

This concentration provides students with the knowledge and skills necessary to effectively manage the human resource aspects of a business. Courses address the overall management and planning of staffing requirements, training and development, compensation and benefits, labor management relations, and related topics.

First Semester:

| | | |
|--------------------------------|---|---|
| ACCT 1100 | Introduction to Financial Accounting | 4 |
| ENGL 1110* | English Composition I (A) | 3 |
| OR | | |
| ENGL 1111 | English Composition I (B) | |
| BUSM 1300 | Introduction to Business | 3 |
| ITIS 1000** | Introduction to Personal Computers | 1 |
| OR | | |
| ITIS 1005 | Computers and Information Processing | |
| MATH 1040*** | Applied Business Mathematics | 2 |
| SPCH 1050**** | Fundamentals of Public Speaking | 2 |
| OR | | |
| SPCH 1000 | Effective Public Speaking | |

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Second Semester:

| | | |
|------------------------|--|---|
| BUSM 1330 | Business Ethics | 2 |
| BUSM 2000 | Principles of Management | 3 |
| BUSM 2300 | Human Resource Management | 3 |
| ECON 2600 | Principles of Microeconomics | 3 |
| ENGL 1120 | English Composition II | 3 |
| MATH 1050*** | Mathematics of Finance | 2 |

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Third Semester:

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|---------------------|--|---|
| BUSM 2100 | Business Law I | 3 |
| BUSM 2200 | Organizational Behavior | 3 |
| BUSM 2330 | Employment Practices | 3 |
| BUSM 2380 | Training Skills and Techniques | 3 |
| BUSM 2400 | Business Communication | 3 |
| BUSM 2500 | Principles of Marketing | 3 |

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Fourth Semester:

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|---|---|---|
| ACCT 1270 | Financial Analysis Using Spreadsheets | 3 |
| BUSM 2350 | Labor-Management Relations | 3 |
| BUSM 2370 | Compensation and Benefits | 3 |
| BUSM 2700 | Management Philosophy and Practice | 3 |
| Choose course(s) from the Arts and Humanities Electives list | | 3 |
| Choose course(s) from the Social and Behavioral Sciences Electives list | | 3 |

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Program Total: 67

**English course selection is based on placement test results (ENGL 1111 is 4 credits, only 3 credits apply to the degree).*

***Students may substitute ITIS 1005. This 3 credit course may be required for students transferring to a four-year college.*

****Students planning to transfer to a four-year college should take a sequence of math as advised by their counselor.*

*****Students may substitute SPCH 1000. This 3 credit course may be required for students transferring to a four-year college.*

Arts and Humanities Electives: minimum 3 credits

ARTS 1120, 2220, 2230, 2240; ENGL 2250, 2260, 2280, 2290; HUMX 1100, 1200; MUSC 1200, 2200, 2250; PHIL 1500, 2000

Social and Behavioral Sciences Electives: minimum 3 credits

ANTH 1160; ECON 1150, 2500; GEOG 1500, 1600, 2500; HIST 1100, 1200, 2100, 2200, 2400; POLS 1300, 2500; PSYC 1500; SOCY 1150