

Human Resource Management

	Total	12.0
MBA Certificate		Credit
Human Resources		
▪ Training, Selection & Performance		1.0
▪ Industrial / Labor Relations		1.0
▪ Compensation & Benefits Management		1.0
▪ Organizational Effectiveness		1.0
▪ Global Human Resources Management		0.5
	Total	4.5

Certificate Course Descriptions

The courses listed below prepare the student for a variety of human resource positions. Successful Completion of the certificate program and the examination for certification by the Society for Human Resources Management would fulfill the requirements for certification as a Professional in Human Resources (PHR) or Senior Professional in Human Resources (SPHR). Certification additionally requires experience in a professional human resource position(s).

Training, Selection & Performance

This course provides both the theory and practice connected with the successful selection, development and performance management of employees. The course includes: theories of human development and their relationships to workforce and managerial development, and 2) reviews theories and provides practice in design, delivery and evaluation of training programs for private and public sector organizations and management. Selection includes the study of the selection process including human resources planning, validation, recruitment, selection, and performance appraisal for validation. Performance management theory and practice will focus on methods of employee evaluation, organizational feedback systems and how they help shape or hinder employee attitudes and motivation and aid in employee selection and development.

Prerequisite: None, MBA 545, Organizational Development or undergraduate equivalent recommended

Compensation & Benefits Management

This course will present a comprehensive analysis of current compensation practices. It will provide the student with an understanding of the theories followed in developing, implementing and administering these programs. An in-depth review of the future direction of compensation programs resulting from environmental requirements will be studied. Case studies will be unitized to apply theory to current situations. Topics include job analysis, surveys, wage scales, incentives, benefits, HRIS systems and pay delivery administration. Students design a compensation and benefits program as a course outcome.

Industrial / Labor Relations

A comprehensive introduction to unions and collective bargaining in the United States focusing on their organization and their representational, economic, and political activities. The course includes coverage of historical development, labor law basics, and contemporary issues. This course will examine the legal framework in which collective bargaining takes place, including union organizational campaigns, negotiations for and enforcement of collective bargaining agreements, and the use of economic pressure. As an area of study and management, labor relations is an interdisciplinary, problem-solving field that attempts to maintain harmony and resolve conflicts among the four major parties to the employment relationship: employees, employers, government, and, where applicable, unions

Organizational Effectiveness

Organization Effectiveness focuses on the application of behavioral science theory and research to the change of organizational systems and subsystems. The course is an investigation into the nature and conduct of organizational interaction and change. As such, we explore both the underlying assumptions regarding the nature of organizations and the implications of those assumptions for the conduct of change. This course is not a comprehensive survey of the existing literature, but is intended to develop the student's ability to think and work with a limited number of models related to organizational effectiveness. The course also focuses on the responsibilities of the manager as a leader in improving organizational performance and the leadership skills necessary to foster organizational interaction to achieve it.

Global Human Resource Management

Global Human Resources focuses on providing students with an understanding of the principles and concepts of human resource management in a contemporary international environment. The course will cover: (a) an understanding of the theories and concepts of global human resource management and its relevance to organizational goals. (b) Be able to apply techniques, processes, procedures and knowledge introduced in creating effective human resource management policies, strategies and decisions in an international perspective. (c) Be able to apply practically, the global human resource management skills required in global business.