HUMAN RESOURCE MANAGEMENT, MINOR

Requirements for a minor may be completed at any campus location offering the specified courses for the minor. Students may not change from a campus that offers their major to a campus that does not offer their major for the purpose of completing a minor.

Program Description
The Human Resource Management minor prepares students for professional certification (Assurance of Learning, Professionals in Human Resources (PHR) or Senior Professionals in Human Resources (SPHR)) and/or a career in human resource management by developing skills and competencies in managing diversity and equal opportunity, ethical and fair treatment of employees, human resource planning and staffing, employee training and development, compensation and benefits, performance management, labor relations, and protecting employee safety and health.

What is Human Resource Management?
Human Resource Management explores how the proper management of employees contributes towards organizational effectiveness. This area of study includes topics such as organizational behavior, employment relations systems and processes, human resource planning, recruitment and selection, performance management, training and development, negotiation and conflict resolution, and occupational health and safety.

You Might Like This Program If...
- You enjoy working with people and are interested in what motivates them.
- You are interested in training and development within a business environment.
- You would like to help a business interact better for and with its employees.
- You would like to work in human resources.

Program Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requirements for the Minor</td>
<td>20-22</td>
</tr>
</tbody>
</table>

No more than 15 credits from the minor may be utilized to fulfill the Management major requirements.

Requirements for the Minor
A grade of C or better is required for all courses in the minor, as specified by Senate Policy 59-10 (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/59-00-minors-and-certificates/#59-10).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prescribed Courses: Require a grade of C or better</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Organizational Behavior and Structure</td>
<td></td>
</tr>
<tr>
<td>MGMT 301</td>
<td>Basic Management Concepts</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 341</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 440</td>
<td>Advanced Human Resource Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional Courses
Additional Courses: Require a grade of C or better
Legal Environment
Select one of the following: 2-4

- BA 241 Legal Environment of Business
- BA 243 Social, Legal, and Ethical Environment of Business
- BLAW 243 Legal Environment of Business
- LER 201 Employment Relationship: Law and Policy

Supporting Courses and Related Areas
Supporting Courses and Related Areas: Require a grade of C or better
Select 9 credits (at least 3 credits at the 400-level) of the following: 9

- LER 424 Employment Compensation
- LER 425 Employee Benefits
- MGMT 321 Leadership and Motivation
- MGMT 400 Organization Development
- MGMT 420 Negotiation and Conflict Management
- MGMT 424 Interpersonal Relationships in Organizations
- MGMT 441 Organizational Staffing and Development
- MGMT 443 Performance Management
- MGMT 445 Managing a Diverse Workforce
- MGMT 450 Labor Management Relations
- MGMT 483 Compliance and Fairness in Organizations

Academic Advising
The objectives of the university’s academic advising program are to help advisees identify and achieve their academic goals, to promote their intellectual discovery, and to encourage students to take advantage of both in-and out-of class educational opportunities in order that they become self-directed learners and decision makers.

Both advisers and advisees share responsibility for making the advising relationship succeed. By encouraging their advisees to become engaged in their education, to meet their educational goals, and to develop the habit of learning, advisers assume a significant educational role. The advisee’s unit of enrollment will provide each advisee with a primary academic adviser, the information needed to plan the chosen program of study, and referrals to other specialized resources.

READ SENATE POLICY 32-00: ADVISING POLICY (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/32-00-advising-policy)

Harrisburg
Peter Swan, Ph.D.
Program Coordinator
Olmsted Building, E356
Middletown, PA 17057
717-948-6443
pfs4@psu.edu

Contact
Harrisburg
SCHOOL OF BUSINESS ADMINISTRATION
Olmsted Building, E355
Middletown, PA 17057
717-948-6139