

# HUMAN RESOURCE MANAGEMENT

In addition to major requirements, students must complete the BBA Degree Requirements ([http://catalog.umd.umich.edu/undergraduate/college-business/#BBA\\_Degree](http://catalog.umd.umich.edu/undergraduate/college-business/#BBA_Degree)).

The Human Resources Management major courses are designed as fundamental preparation for positions in human resource management, industrial relations, or general management. A Human Resources Management major would also be valuable to students who are not contemplating a career in human resources, as these courses provide knowledge and skills for selecting, developing, motivating, retaining, evaluating, and directing employees - skills needed by managers in any technical or business domain.

## Major Requirements

Code	Title	Credit Hours
<b>Required</b>		
HRM 305	Human Resource Policy/Admin	3
HRM 406	Talent Sourcing & Acquisition	3
HRM 407	Compensation & Performance Mgt	3
HRM 408	Legal Issues in Human Resource	3
HRM 409	Talent & Leadership Develop	3
Select two courses from the following:		6
BI 350	Business Internship <sup>1</sup>	
DS 310	Data Mining for Bus Intel	
ECON 321	Labor in the American Economy	
ECON 4021	Economics of the Labor Sector	
HRM 485	Seminar:Human Resource Mgmt	
HRM 495	Research:Human Rsrch Mgmt	
MKT 363	Digital Consumer Srch&Mktg	
OB 401	Management Skills Development	
OB 402	Organizational Change & Devlp	
OB 403	Negotiation and Conflict Mgt	
OB 404	Intl Dimensions of Org Behav	
OB 485	Seminar:Organizational Behvr	
OB 495	Research:Organizational Behvr	
PSYC 3955	Diversity and the Workplace	
Total Credit Hours		21

<sup>1</sup> HRM majors may be eligible to apply internship credit (BI 350 or 450) towards a HRM elective course. These internships must be approved in advance by the discipline faculty and department chairperson. Please see an advisor for specific details.

## Human Resource Management Minor

Code	Title	Credit Hours
HRM 305	Human Resource Policy/Admin	3
OB 354	Behavior in Organization	3
Choose two courses from:		9
HRM 406	Talent Sourcing & Acquisition	

HRM 407	Compensation & Performance Mgt	
HRM 408	Legal Issues in Human Resource (Plus one course from the following:)	
HRM 409	Talent & Leadership Develop	
Choose one course from:		
HRM 406	Talent Sourcing & Acquisition	
HRM 407	Compensation & Performance Mgt	
HRM 408	Legal Issues in Human Resource	
HRM 409	Talent & Leadership Develop	
OB 401	Management Skills Development	
OB 402	Organizational Change & Devlp	
OB 403	Negotiation and Conflict Mgt	
OB 404	Intl Dimensions of Org Behav	
Total Credit Hours		15

### HRM 305 Human Resource Policy/Admin 3 Credit Hours

To examine personnel policy making and administration relative to the achievement of the objectives of the firm through the eyes of general management. Topics include: recruitment and selection, wage and salary administration training, evaluation, discipline and industrial relation activities. Cases are analyzed.

#### Restriction(s):

Cannot enroll if Class is Freshman or Sophomore  
Can enroll if Level is Undergraduate

### HRM 406 Talent Sourcing & Acquisition 3 Credit Hours

The course examines how to design, administer, and evaluate talent sourcing and selection activities that support organizational strategies. The course is geared both toward those who are or will be (a) current HR managers who develop and administer staffing programs and (b) managers in other functional areas who want to improve their personal effectiveness in recruiting and selecting employees. Key topics to be covered include: staffing strategy and planning; job design and analysis; external and internal recruiting; employee testing and assessment methods; interviewing; measurement, validation, and decision-making issues in selection; laws and regulations affecting staffing and evaluation methods for staffing.

**Prerequisite(s):** HRM 405 or HRM 305

### HRM 407 Compensation & Performance Mgt 3 Credit Hours

The course examines how to design, administer and evaluate compensation and performance appraisal programs that support organizational strategies. The course is geared both toward those who are or will be (a) HR managers who will develop and administer pay and appraisal programs and (b) managers in other functional areas who want to improve their personal effectiveness in administering pay performance appraisals. Key topics to be covered include: merit and incentive pay, methods for internally valuing jobs, external labor markets and job pricing, design and administration of pay structures, employee benefits, compensating executives and expatriates, purposes and measurement methods for performance appraisals, performance criteria, rater processes and biases, performance reviews, and team-based pay and performance. (YR).

**Prerequisite(s):** (HRM 405 or HRM 305) and OB 354

### HRM 408 Legal Issues in Human Resource 3 Credit Hours

The course examines employment law pertaining to human resource management including such areas as selection, compensation, performance appraisal, training, labor relations, and occupational safety and health.

**Prerequisite(s):** HRM 405 or HRM 305

**HRM 409 Talent & Leadership Develop 3 Credit Hours**

Training and leadership development are key elements of the human resource function. This course will teach students how to design and evaluate formal training programs and employee development programs, and how to conduct performance improvement interventions. Topics include needs assessment, adult learning and learning transfer theories, program design, and evaluation. (YR)

**Prerequisite(s):** HRM 305

**HRM 485 Seminar:Human Resource Mgmt 1 to 3 Credit Hours**

To provide students with an opportunity for intensive study in current selected areas related to the research activities and/or professional activities of faculty members. Permission of College of Business.

**Restriction(s):**

Can enroll if Class is Senior

Can enroll if College is Business

**HRM 495 Research:Human Rsrch Mgmt 1 to 3 Credit Hours**

To provide the advanced student with the opportunity to undertake a research project under the supervision of a faculty member. At least two weeks prior to registration in the term when such a course is to be elected, an interested student must submit to the dean of the school a written request for permission to elect a research course, on a form available in the school office. The request will include a description of the proposed research project. The dean will review the proposal with faculty members to ascertain availability of relevant faculty supervision and to establish appropriate credit.

**Restriction(s):**

Can enroll if Class is Senior

Can enroll if College is Business

\* An asterisk denotes that a course may be taken concurrently.

Frequency of Offering

The following abbreviations are used to denote the frequency of offering:

(F) fall term; (W) winter term; (S) summer term; (F, W) fall and winter terms; (YR) once a year; (AY) alternating years; (OC) offered occasionally