

BUSINESS: HUMAN RESOURCE MANAGEMENT

HEGIS: 5004

SUNY CODE: 1325

This program prepares students for entry-level human resource management positions in such areas as employee benefits, recruiting, job analysis, compensation, employee welfare coordination and training. Graduates are prepared to:

- Write and perform job evaluations
- Collect job and skill information
- Write job descriptions
- Determine employee compensation and benefits
- Comply with compensation and labor law
- Construct a base pay structure

Career Opportunities/Transfer Information

Graduates find employment in public and private institutions. While not designed as a transfer program, graduates can go on to four-year programs at SUC at Oswego, SUNY Institute of Technology and many other colleges and universities.

1st Year			
1st Semester	Credits	2nd Semester	Credits
BU 111 Business Organization & Management	3	BU 141 Introduction to Marketing	3
BU 112 Business Communications	3	BU 251 Human Resource Management	3
BU 114 Accounting I	4	EN 112 English II	3
EN 111 English I	3	Elective*	3
FS 100 Freshman Seminar	1	Mathematics Elective	<u>3</u>
Science Elective	<u>3</u>		
Total	17	Total	15

2nd Year			
3rd Semester	Credits	4th Semester	Credits
BU 232 Principles of Management	3	BU 204 Human Resource Management Internship	3
BU 252 Compensation, Benefits & the Law	3	BU 233 Case Problems in Business	3
BU 254 Organizational Behavior	3	BU 253 Human Resource Selection and Performance Evaluation	3
IS 115 Computer Software Applications I	3	BU 256 Labor Relations	3
SS 185 Introduction to Macroeconomics	3	Social Science Elective	3
Physical Education Activity	<u>1</u>	Physical Education Activity	<u>1</u>
Total	16	Total	16

**64 Credits Required
for the
Associate in Applied Science Degree**

*Elective: Students may choose from BU 121, BU 238, HM 112, HM 212, or any other area of interest.

For more information, contact the Business/Computer Division at (315) 866-0300
or toll free 1-888-GO-4-HCCC, ext. 8240.

This program is Internet accessible and may be completed entirely on-line.

For more information access HCCC Internet Academy website: www.ia.herkimer.edu