



University of Maryland University College

**Baccalaureate Degree Program in Human Resource Management
Department of Business and Professional Programs**

PROGRAM ASSESSMENT PLAN
Program Outcomes and Learning Assessment Criteria

Summer 2007

Baccalaureate Degree Program in Human Resource Management

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PROGRAM OVERVIEW

The Human Resource Management major is targeted for students who want to seek careers in Human Resources and Business Administration. The Human Resource Management major provides 21st century skills, knowledge and understanding of human resource functions in private and public sector organizations. These functions include human resource planning, recruitment, selection, placement and orientation of employees; training and career development; labor relations; management of performance appraisals, compensation and benefit programs. In addition to the focus on human resource functions, the major includes courses in management, organization theory and organizational behavior and development. The Human Resource Management major provides graduates with skills, knowledge, and abilities necessary to work in or manage Human Resource functions or departments. Through the proper selection of courses the student can prepare for certification examinations for the Human Resource Professional or Senior Human Resource Professional examinations offered by the Society of Human Resource Management (SHRM). Compensation management, training and development, and human resource metrics are emerging specialization areas in Human Resources which also have specific SHRM certifications.

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PROGRAM OF STUDY

The program of study for the Baccalaureate Degree Program in Human Resource Management is as follows:

GENERAL EDUCATION REQUIREMENTS

Communication	12 credit hours
Arts and Humanities	6 credit hours
Behavioral and Social Sciences	6 credit hours
Biological and Physical Sciences	7 credit hours
Mathematics	3 credit hours
Interdisciplinary or Emerging Issues	7 credit hours

CROSS-CURRICULAR PERSPECTIVE REQUIREMENTS

Historical Perspective	3 credit hours
International Perspective	3 credit hours
Civic Responsibility Perspective	3 credit hours

REQUIRED COURSES

BMGT 110	Introduction to Business and Management	3 credit hours
STAT 230 or STAT 200	Business Statistics Introduction to Statistics	3 credit hours
ACCT 301	Accounting for Non-accounting Majors	3 credit hours
BMGT 364	Management and Organization Theory	3 credit hours
BMGT 380	Business Law I	3 credit hours
HRMN 300	Human Resource Management	3 credit hours
HRMN 400	Human Resource Management: Analysis and Problems	3 credit hours
HRMN 495	Contemporary Issues in Human Resource Management Practice	3 credit hours

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PROGRAM OF STUDY (continued)

HRMN 408	Employment Law and Business	3 credit hours
HRMN 362 or HRMN 390 or HRMN 406	Labor Relations Contemporary Compensation Management Employee Training and Development	3 credit hours
BMGT 496	Business Ethics	3 credit hours

MINOR AND ELECTIVE COURSES

40 credit hours

Minor and/or elective courses are to be taken in the last 60 hours along with required major courses. Refer to the current UMUC School of Undergraduate Studies Catalog for the minor and/or elective course requirements.

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DEVELOPMENT OF PROGRAM OUTCOMES

The table below identifies the curricular influences that support the program outcomes specific to the Baccalaureate Degree Program in Human Resource Management.

SOURCES/RESOURCES PROVIDING CURRICULAR FOUNDATION FOR PROGRAM OUTCOMES		
Baccalaureate Degree Program in Human Resource Management		
SOURCE	DESCRIPTION	WEB ADDRESS OR DOCUMENT NAME (if applicable)
Core Learning Areas of the UMUC School of Undergraduate Studies	<p>All UMUC degree programs are required to imbed identified Core Learning Areas into the program of study. The Core Learning Areas are:</p> <ul style="list-style-type: none"> • Written Communication (COMM) • Technology Fluency (TECH) • Information Literacy (INFO) • Quantitative Literacy (QUAN) • Critical Thinking (THIN) • Scientific Literacy (SCIE) <p>The expanded definition for each Core Learning Area was considered in creating the respective program outcome.</p>	UMUC <u>Institutional Plan for the Assessment of Student Learning</u>
The Association to Advance the Collegiate Schools of Business (AACSB)	AACSB International grants accreditation for undergraduate and graduate business administration programs. The applicable curriculum portions are used to guide the Baccalaureate in Human Resource Management.	<u>http://www.aacsb.edu</u>
Society For Human Resource Management (SHRM)	SHRM is a human resource management industry membership organization that has both academics and practitioners. SHRM is a strong source of current research and trends in HR. Publications include HR Magazine and HR Jobs.	<u>http://www.shrm.org</u>
American Society for Training and Development. (ASTD)	ASTD is a membership organization of Training and Development professionals and academics. ASTD provides leading edge research and practice in the Training and Development field. Training and Development is the main publication.	<u>http://www.astd.org</u>

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SOURCES/RESOURCES PROVIDING CURRICULAR FOUNDATION FOR PROGRAM OUTCOMES Baccalaureate Degree Program in Human Resource Management		
SOURCE	DESCRIPTION	WEB ADDRESS OR DOCUMENT NAME (if applicable)
Organizational Development Network (ODN)	ODN is a membership organization for practitioners and academics in the field of Organizational Development. ODN provides research, practice and applications in the Organizational Development field. Organizational Development Practitioner, Practicing and Seasonings are the publications.	http://www.odnetwork.org

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PROGRAM OUTCOMES

The program outcomes specific to the Baccalaureate Degree Program in Human Resource Management are delineated below. The program outcomes describe the expectations for all graduates of the Baccalaureate Degree Program in Human Resource Management.

CORE LEARNING AREA	PROGRAM OUTCOMES Baccalaureate Degree Program in Human Resource Management
	Upon completion of a Baccalaureate Degree Program in Human Resource Management, graduates will be able to:
COMM	Create written communication appropriate for the purpose and which meets standards of style and grammatical correctness.+
	Create written communication on human resource issues that is appropriate for the purpose and meets the standards of style and grammatical correctness.*
TECH	Evaluate technological concepts related to computers and components of information systems.+
	Use technology effectively to conduct of research in preparing policies and programs for human resource management.*
INFO	Address recognized research needs by retrieving, evaluating, and using information appropriately.+
	Utilize libraries and other information sources to locate, evaluate and use information effectively in addressing human resource management issues.*
QUAN	Apply mathematical and numerical reasoning skills.+
	Utilize mathematical and numerical reasoning skills in the analysis of data to inform human resource decisions.*
THIN	Employ sound analytical skills and reflective processing of information to enhance problem solving for human resource management situations.*
SCIE	Identify key concepts and principles of natural sciences.+
	Assess human resource management problems through skilled and active interpretation and evaluation of information, observations and communications.*

+ Denotes a program outcome specific to core skills, knowledge, and values gained from completion of the general education requirements. This program outcome is common across all UMUC baccalaureate degree programs.

* Denotes a program outcome specific to core skills, knowledge, and values gained from completion of requirements in the baccalaureate degree program. This program outcome is unique to each UMUC baccalaureate degree program.

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ALIGNMENT OF PROGRAM OUTCOMES WITH LEARNING OBJECTIVES AND ASSESSMENT METHODS

The following grid aligns the program outcomes of the Baccalaureate Degree Program in Human Resource Management with: 1) learning objectives from the designated program coursework and 2) specific methods used to assess student learning within the degree program.

CURRICULAR ALIGNMENT			
Baccalaureate Degree Program of Human Resource Management			
CORE LEARNING AREA	PROGRAM OUTCOMES	LEARNING OBJECTIVE(S) AND CORRELATING COURSEWORK	METHOD(S) OF ASSESSMENT
COMM	Create written communication appropriate for the purpose and which meets standards of style and grammatical correctness.+	Plan and write a research-based essay that makes effective use of resources found in databases available from UMUC's Office of Information and Library Services as well as resources located through Web search engines. (WRTG 101)	Research Paper
		Research, compile, and document relevant, credible information and use it to support ideas presented in your writing. (WRTG 393)	Research Paper
		Collect, select, analyze, interpret, and organize data, and use it appropriately in business communications, including a long formal report. (WRTG 394)	Research Paper
		Conduct a systematic audience analysis and apply it to a report, essay, or research paper. (WRTG 391)	Research Paper
	Create written communication on human resource issues that is appropriate for the purpose and meets the standards of style and grammatical correctness.*	Critique of a specific topic in HR covered in capstone course. (HRMN 495)	Research Paper

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CURRICULAR ALIGNMENT			
Baccalaureate Degree Program of Human Resource Management			
CORE LEARNING AREA	PROGRAM OUTCOMES	LEARNING OBJECTIVE(S) AND CORRELATING COURSEWORK	METHOD(S) OF ASSESSMENT
TECH	Evaluate technological concepts related to computers and components of information systems.+	Analyze issues faced by information system professionals, including security, ethical, and privacy problems. (IFSM 201)	Exam (Course/Chapter)
	Use technology effectively to conduct of research in preparing policies and programs for human resource management.*	Develop a comprehensive integrated human resource strategy encompassing planning, staffing, training and development, performance management, compensation, health and safety, and employee and labor relations policies and procedures in support of business strategic plans and objectives. (HRMN 495)	Research Paper
INFO	Address recognized research needs by retrieving, evaluating, and using information appropriately.+	Select relevant print and electronic sources to answer research questions. (LIBS 150)	Exam (Course/Chapter)
	Utilize libraries and other information sources to locate, evaluate and use information effectively in addressing human resource management issues.*	Develop a comprehensive integrated human resource strategy encompassing planning, staffing, training and development, performance management, compensation, health and safety, and employee and labor relations policies and procedures in support of business strategic plans and objectives. (HRMN 495)	Research Paper
QUAN	Apply mathematical and numerical reasoning skills.+	Solve linear, quadratic, higher-order polynomial, fractional, radical, exponential, logarithmic, and absolute value equations and inequalities. (MATH 107)	Exam (Course/Chapter)
		Develop problem solving skills. (MATH 105 or MATH 106)	Exam (Course/Chapter)

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CURRICULAR ALIGNMENT			
Baccalaureate Degree Program of Human Resource Management			
CORE LEARNING AREA	PROGRAM OUTCOMES	LEARNING OBJECTIVE(S) AND CORRELATING COURSEWORK	METHOD(S) OF ASSESSMENT
	Utilize mathematical and numerical reasoning skills in the analysis of data to inform human resource decisions.*	Apply statistical techniques to business situations. (STAT 230)	Exam (Course/Chapter)
THIN	Employ sound analytical skills and reflective processing of information to enhance problem solving for human resource management situations.*	Demonstrate diagnostic and analytical skills critical to evaluating business cases and issues from a strategic HR perspective based on theories and practices learned in previous HRMN courses in an integrated manner. (HRMN 495)	Case Study
SCIE	Identify key concepts and principles of natural sciences.+	Recognize the differences and the interrelationships among physics, chemistry, the earth sciences, and astronomy. (NSCI 100)	Exam (Course/Chapter)
	Assess human resource management problems through skilled and active interpretation and evaluation of information, observations and communications.*	Explain the significance of DNA in determining the composition, characteristics, reproduction, and behavior of an organism. (BIOL 101)	Exam (Course/Chapter)
		Demonstrate diagnostic and analytical skills critical to evaluating business cases and issues from a strategic HR perspective base on theories and practices learned in previous HRMN courses. (HRMN 495)	Case Study

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