

ORGANIZATIONAL MANAGEMENT (BAS), HUMAN RESOURCE MANAGEMENT SPECIALIZATION

Previous Degree Required: A.S./A.A.
Eligible for Financial Aid: Yes
Delivery Method(s): Hybrid, Online
Location(s): All campuses and online
Limited Access: No
Program Testing Requirements: Not Required
Academic Community: BUSN
Program Code: OMBSHRMG
Classification of Instructional Programs (CIP) Code: 52.0299
Florida Department of Education CIP Code: 1105202991

This is a specialization of the BAS Organizational Management degree.

The Human Resource Specialization is designed to prepare students for roles as human resource specialists, compensation and benefits administrators, trainers and succession planners, as well as corporate recruiters. Students can also expect to complete coursework and projects in alignment with the Society for Human Resource Management (SHRM) certifications: SHRM Certified Professional (SHRM-CP) and SHRM Senior Certified Professional (SHRM-SCP). These certifications may require additional assessments by an outside agency and confirmation of an active, current role in the human resources field.

Refer to the [Bachelor of Applied Science \(BAS\) overview page](#) to find information about admission, graduation, general education and other requirements. Students who need technical electives will work with a bachelor's advisor to determine the courses best suited to their plan of study.

Visit the [program page](#) for more information.

Program of Study

Code	Title	Credit Hours
Associate Degree		60
Credits earned from Associate Degree		
General Education or Technical Concentration		21
Credits from General Education (for A.S. degree students) or Technical Concentration (for A.A. degree students)		
Organizational Management Major Courses		
ACG 3024	Accounting for Managers	3
BUL 3130	Legal, Ethical, and Social Aspects of Business	3
GEB 3213	Foundations of Managerial Communications	3
MAN 3240	Organizational Behavior	3
MAN 3303	Management and Leadership	3
MAN 4301	Human Resource Management	3
ECP 3530	Economics of Health and Healthcare Policy	3
or ECP 3703	Managerial Economics	
FIN 3402	Financial Management	3
or QMB 3250	Quantitative Methods for Business Decisions	

Human Resource Management Specialization Courses		
MAN 4320	Human Resource Recruitment and Selection	3
MAN 4330	Compensation Management	3
MAN 4350	Human Resource Professional Development	3
MAN 4401	Employer and Labor Relations	3
MAN 4901	Capstone - Human Resource Management	3
Total Hours:		120

In accordance with Florida Statute and Florida Administrative Code, students must

- Satisfy the [foreign language competency](#) requirement
- Satisfy the [Civic Literacy Graduation Requirement](#).

Course Sequence

Below is the recommended sequence for taking courses in this degree. Using this guide and meeting with your assigned advisor each term is the key to successful program completion.

Please note that course prerequisites, including required developmental math, reading, or writing, need to be completed to continue on to the more advanced course. Click on the course number to see the requirements.

Code	Title	Credit Hours
ACG 3024	Accounting for Managers	3
ECP 3703	Managerial Economics	3
GEB 3213	Foundations of Managerial Communications	3
MAN 4301	Human Resource Management	3
MAN 3240	Organizational Behavior	3
MAN 4320	Human Resource Recruitment and Selection	3
MAN 4330	Compensation Management	3
Tech or Gen Ed Elective ¹		3
FIN 3402	Financial Management	3
or QMB 3250	Quantitative Methods for Business Decisions	
MAN 3303	Management and Leadership	3
BUL 3130	Legal, Ethical, and Social Aspects of Business	3
MAN 4350	Human Resource Professional Development	3
MAN 4401	Employer and Labor Relations	3
Tech or Gen Ed Elective ¹		3
Tech or Gen Ed Elective ¹		3
Tech or Gen Ed Elective ¹		3
Tech or Gen Ed Elective ¹		3
Tech or Gen Ed Elective ¹		3
Tech or Gen Ed Elective ¹		3
MAN 4901	Capstone - Human Resource Management ²	3
Total Hours:		60

¹ Select 21 credits to meet the general education requirement or technical elective requirement. Work with a bachelor's advisor to determine the courses needed.

² Capstone course is to be taken in student's final term.

Listed below are the approved courses that satisfy the Technical Concentration requirement for your degree program. Students must select their courses only from this designated list.

Please note that a single course may not be used to fulfill more than one requirement. For example, a course applied toward Technical Concentration cannot also be used as a Specialization course or applied to any other category.

Before finalizing your selections, be sure to confirm that you have not previously completed any of the courses you intend to use to meet the Technical Concentration. Work with a bachelor's advisor to determine the courses best suited to your plan of study.

Code	Title	Credit Hours
ACG 2021	Financial Accounting	3
ACG 2071	Managerial Accounting	3
ACG 2100	Intermediate Accounting 1	3
ACG 2450	Computerized Accounting	3
ACG 3041	Applied Financial Accounting	3
ACG 3401	Accounting Information Systems	3
ACG 4341	Cost Accounting	3
ACG 4631	Essentials of Auditing	3
ADV 2000	Advertising	3
BRC 4203	Banking Regulations and Compliance	3
BUL 2241	Business Law 1	3
BUL 2242	Business Law 2	3
CGS 2100	Microcomputer Applications	3
CGS 2571	Microcomputer Applications-Advanced	3
CTS 1142	Information Technology Project Management	3
DSC 3079	Foundations of Public Safety Management	3
DSC 3215	Emergency Planning	3
DSC 3226	National Incident Management	3
DSC 4016	Public Safety Policy and Law	3
DSC 4710	Public Safety Management Capstone	3
ECO 2013	Principles of Economics 1 (Macroeconomics)	3
ECO 2023	Principles of Economics 2 (Microeconomics)	3
ENC 2210	Technical Writing	3
ENT 2000	Introduction to Entrepreneurship	3
ENT 2112	Business Plans	3
ENT 2172	Opportunity Analysis and Franchising	3
ENT 2302	Funding Acquisition and Legal Issues	3
ENT 2411	Small Business Accounting and Finance	3
FIN 1100	Personal Finance	3
FIN 2000	Principles of Finance	3
FIN 3402	Financial Management	3
FIN 4232	Money, Banking, and Financial Markets	3
FIN 4323	Bank Operations and Management	3
FIN 4414	Advanced Topics in Financial Management	3
GEB 1011	Introduction to Business	3
GEB 2002	Career Exploration in Business	3
GEB 2350	Principles of International Business	3
GIS 2040	Fundamentals of Geographic Information Systems	3
GIS 2047	Applications of GIS, GPS, and Remote Sensing	3

GIS 2060	Advanced Geographic Information Systems	3
HFT 3003	Introduction to Hospitality and Tourism	3
HFT 3519	Convention Services and Event Management	3
HFT 3542	Event Management	3
HFT 3700	Tourism Management	3
HFT 3770	Cruise-line Operations and Management	3
HFT 3791	Social Event Planning	3
HFT 4735	Tourism Geography	3
HFT 4755	Theme Park & Attraction Management	3
HFT 4757	Advanced Event & Exposition Management	3
MAC 1105	College Algebra	3
MAC 1233	Essentials of Calculus	3
MAN 2021	Business Management Principles	3
MAN 2043	Quality Management Control	3
MAN 2125	Supervision and Performance Improvement	3
MAN 4320	Human Resource Recruitment and Selection	3
MAN 4330	Compensation Management	3
MAN 4350	Human Resource Professional Development	3
MAN 4401	Employer and Labor Relations	3
MAN 4504	Operational Decision Making	3
MAN 4583	Project Management	3
MAN 4720	Strategic Management and Decision Making	3
MAN 4900	Capstone - Management and Leadership	3
MAN 4901	Capstone - Human Resource Management	3
MAR 2011	Marketing Principles	3
MAR 2720	Marketing on the Internet	3
MAR 3023	Marketing Management	3
MAR 3503	Consumer Behavior	3
MAR 4202	Supply Chain Logistics Management	3
MAR 4613	Marketing Research	3
MAR 4952	Capstone - Marketing Strategy	3
MAT 1033	Intermediate Algebra	3
MKA 1021	Principles of Selling	3
MNA 2216	Inventory Management	3
MNA 2300	Introduction to Human Resource Management	3
MNA 2320	Human Resource Recruitment and Staffing	3
MNA 2325	Human Resource Compensation and Benefits Administration	3
OST 1100	Keyboarding 1	3
OST 1110	Keyboarding 2	3
OST 1324	Business Math and Office Accounting	3
OST 1384	Customer Service	3
OST 1435	Legal Terminology	3
OST 1455	Medical Office Accounts	3
OST 1581	Professional Development in the Work Environment	3
OST 1582	Ethics at Work	3
OST 1797	Social Media for Business	3
OST 2335	Business Communications	3
OST 2355	Records Management and Filing	3
OST 2402	Administrative Office Procedures	3
PAD 4003	Public Administration and Management	3

PAD 4034	Public Policy Development and Implementation	3	8. Develop the performance measurement process (PMP), appraisal forms, feedback procedures, and corrective action protocols. • <i>Core Ability Supported: Communicate Effectively</i>
PAD 4144	Nonprofit Management Principles	3	
PAD 4147	Resource Development in the Nonprofit Sector	3	
PAD 4148	Volunteer Management	3	9. Design compensation, benefits, and reward systems facilitating attraction, development, motivation, and retention of the workforce. • <i>Core Ability Supported: Think Critically and Solve Problems</i>
PAD 4223	Public Budgeting and Finance	3	
PAD 4232	Grant Development and Administration	3	
PAD 4325	Program Evaluation for Nonprofit Organizations	3	10. Develop labor-management practices fostering a productive work environment. Implement HR information systems (HRIS) supporting the efficient collection, retention, and management of employee data. • <i>Core Ability Supported: Work Cooperatively</i>
PAD 4330	Urban and Regional Planning	3	
PAD 4806	Public Administration and Governance	3	
REE 1040	Real Estate Principles	4	11. Create HR procedures for risk management ensuring a safe and secure working environment while mitigating liability. • <i>Core Ability Supported: Model Ethical and Civic Responsibility</i>
REE 1500	Introduction to Property Management	4	
REE 2401	Florida Real Estate Law	4	
SBM 2000	Small Business Management	3	12. Apply ethical practices in a business environment. • <i>Core Ability Supported: Model Ethical and Civic Responsibility</i>
SLS 2261	Leadership	3	
SLS 2261H	Honors Leadership	3	13. Demonstrate financial management, capital budgeting, and assets management skills expected of an organizational manager. • <i>Core Ability Supported: Think Critically and Solve Problems</i>
SPM 3004	Introduction to Sports Management	3	
SPM 3024	Issues in Sports	3	
SPM 3104	Sports Facilities Management	3	
SPM 3306	Sports Marketing	3	14. Demonstrate written and oral presentation skills expected of an organizational manager. • <i>Core Ability Supported: Communicate Effectively</i>
SPM 4505	Sports Finance	3	
STA 2023	Statistics	3	15. Demonstrate knowledge of appraisal and evaluation techniques for employee performance and commitment within the organization. • <i>Core Ability Supported: Think Critically and Solve Problems</i>
STA 2023H	Honors Statistics	3	
TAX 2000	Federal Tax Accounting 1	3	16. Apply management and leadership theories and practice in program and resource management. • <i>Core Ability Supported: Process Information</i>
TAX 4001	Federal Income Tax Accounting	3	
TRA 2010	Transportation	3	
TRA 2098	Warehouse Management	3	17. Demonstrate the techniques leaders use to motivate and evaluate individuals and teams. • <i>Core Ability Supported: Work Cooperatively</i>
TRA 2131	Purchasing	3	
TRA 2142	Regulatory Compliance for Logistics Managers	3	
TRA 2152	Operations Management	3	
TRA 2154	Supply Chain Management	3	

1. Design Human Resource Management (HRM) systems and processes for all core Human Resource functions.
• *Core Ability Supported: Process Information*
2. Develop HR strategic planning and manpower requirements for the employee recruitment and selection process.
• *Core Ability Supported: Think Critically and Solve Problems*
3. Develop HRM assessment protocols ensuring adequacy and effectiveness of the employee recruitment and retention process.
• *Core Ability Supported: Think Critically and Solve Problems*
4. Formulate HR policies ensuring adequacy and compliance with all established legal requirements.
• *Core Ability Supported: Think Critically and Solve Problems*
5. Create strategic work design methods for job analysis and design while providing for job enlargement, enrichment, and rotation requirements.
• *Core Ability Supported: Think Critically and Solve Problems*
6. Design training and development programs providing for skills or needs assessment, instructional design, training deployment, and evaluation methods.
• *Core Ability Supported: Think Critically and Solve Problems*
7. Create methods for career development, mentoring, and succession planning ensuring strategic planning and manpower continuity.
• *Core Ability Supported: Think Critically and Solve Problems*