Kent State University

Reactivation of the BBA Degree in Human Resource Management

APPENDIX B

Analysis of needs assessment survey

Question: What is your position or title within the organization?

Text Response
Administrative Assistant
Administrative Services Office Manager
Assistant Dean of Administration
Business Office Assistant/HR
Co-Owner, Senior Vice President, Chief Compliance Officer, Portfolio Manager
College Recruiter
Director
Director of Talent Acquisition
Exec. Dir. Of Human Redources
Executive Director
Executive Director of Human Resources
HR Generalist
HR Generalist
HR Manager
HR Manager - senior HR professional at the company.
Human Resource Manager
Human Resources Generalist
Human Resources Manager
Human Resources Representative
Internal Recruitment Manger/Talent Acquisition Manager
IT Systems Engineer Sr.
Manager - Administration
North American Recruiting Coordinator
Office Manager & Event Coordinator
Owner
President
Principal
Program manager
Recruiter
Recruiting Manager
Senior Tax Accountant
Special Education Coordinator
Sr. Recruiter
Talent Acquisition Manager
Vice President of Sales
Workforce Planning Manager

Fifty percent of respondents hold positions in human resource management that vary from Executive Director of Human Resource Management to Recruiter. Remaining respondents represent a diverse group of positions, including executive officers, owners, tax accountants, sales managers, IT managers, and general management.

Question: In what primary industries does your organization participate (e.g. financial services, telecommunications, equipment manufacturing, shipping and logistics)?

Text Response
Gift Baskets
Logistic and Transportation
Public Education
Heavy Manufacturing
Education
Non Profit Economic Development
Education
We are an executive recruiting firm and recruit across all of those industries.
education
Medical Device Manufacturing
Insurance
Human resources (benefits, recruiting, etc.), IT, accounting, staff development
Public Accounting
Financial Services - Registered Investment Advisor
Financial Services/Credit Union
Library
Scientific testing labatory
Shipping and Logistics
Retail
Wholesale Distribution
Financial Services
Manufacturing - 3537
Steel Manufacturing
aviation / airlines
8211 - Secondary Education
Manufacturing of Wood Products
telecommunications
Education
Federal Government
Employment advertising, job fairs
Education
Financial Services, Telecommunications, manufacturing
Wholesale Distribution
human resources
Elementary Ed

As expected, respondents are employed in a diverse group of industries, including manufacturing, financial services, education, government agencies, wholesale distribution, and logistics/transportation.

Question: Where is your organization located (the particular branch/division/etc. where you report for work, not the headquarters if they are different)? Please enter City, State, and/or Zip code.

Text Response
Westlake, OH 44145
North Canton, OH 44720
Wooster, Ohio 44691
Solon, OH
Grand Rapids, MI 49512
Salem, Ohio 44460
We have 11 schools; mostly Cleveland area, plus Akron, Canton, Cincinnati. All urban, high poverty areas
Ciudad Autonoma de Buenos Aires, Buenos Aires, Argentina C1429 BZJ
85365
The corporate headquarters is in Akron, Ohio (44310).
Mayfield Village, Ohio, 44124
Brecksville, OH 44141
Medina, Ohio 44256
Broadview Hts, OH 44147
Cleveland OH 44115
Lorain, Ohio 44052
Cleveland OH 44128
Irvine, California, 92602
Columbus, OH 43054
Medina, OH 44256
Cleveland, OH, Detroit, MI, Scottsdale, AZ
Tallmadge, OH 44278
Cleveland, OH 44125
44070
South Boston, VA 24592
Norwalk, Ohio 44857
Toledo, OH 43615
44114
Northern District of Ohio HQ in Cleveland, Ohio 44113
Canton, Ohio 44718
Ravenna, OH 44266
Farmington, NM 87401
Twinsburg, OH 44087
Twinsburg, Ohio 44087
44143

Eighty-one percent of respondents are employed in Ohio, with 69 percent in Northeast Ohio. The remaining respondents work in Michigan, Arizona, California, Virginia, and Argentina.

Question: What is your best estimate of the number of people your organization employs in Northeast Ohio?

#	Answer		Response	%
1	0-50		12	34%
2	51-250		12	34%
3	251-500		8	23%
4	501-1000		1	3%
5	1001-2000		0	0%
6	2001-5000		1	3%
7	5001-10000		1	3%
8	10001-20000		0	0%
9	20001-50000		0	0%
10	> 50000		0	0%
	Total		35	100%

Sixty-eight percent of respondents indicated that their organizations employ fewer than 250 individuals in Northeast Ohio, 26 percent employ 251 to 1,000, and only two organizations employee more than 2,000 people in the area.

Question: What is your best estimate of the number of people your organization employs in total (nationally or internationally)?

#	Answer		Response	%
1	0-50		10	29%
2	51-250		5	14%
3	251-500		6	17%
4	501-1000		1	3%
5	1001-2000		3	9%
6	2001-5000		2	6%
7	5001-10000		4	11%
8	10001-20000		2	6%
9	20001-50000		2	6%
10	> 50000		0	0%
	Total		35	100%

Respondents' estimates for the number employed by their organizations world-wide was more varied: 43 percent employ fewer than 250 people, 20 percent employee from 251 to 1,000, 15 percent employ from 1,001-5,000, and 23 percent employ more than 5,001 people world-wide.

Question: What is your best estimate of the number of people your entire organization (nationally or internationally) currently employs in human resource management?

#	Answer		Response	%
1	0-20		25	74%
2	21-40		5	15%
3	41-60		1	3%
4	61-80		1	3%
5	81-100		0	0%
6	> 100		2	6%
	Total		34	100%

Consistent with the fact that 60 percent survey respondents work for organizations with 500 or fewer employees, seventy-four percent of respondents indicated that their organizations employ fewer than 20 people in human resource management, 21 percent estimated that their organizations employ 21 to 80 people in such positions, and two respondents (6%) estimated that their organizations employ more than 100 people in human resource management.

Question: What is your best estimate of how many *additional* human resource management employees you think will be needed by your entire organization over the next three years?

#	Answer		Response	%
1	0		14	41%
2	1-5		11	32%
3	6-10		4	12%
4	11-20		4	12%
5	21-30		1	3%
6	> 30		0	0%
	Total		34	100%

Fifty-nine percent of survey respondents estimated that their organizations would hire additional human resource management employees in the next three years, while 41 percent estimated that their organizations would not employ any additional human resource management employees in the next three years.

Question: What is your best estimate of the percentage of human resource management activities that are currently outsourced by your organization?

#	Answer		Response	%
1	0-10%		27	77%
2	11-20%		6	17%
3	21-30%		0	0%
4	31-40%		0	0%
5	41-50%		0	0%
6	51-75%		1	3%
7	> 75%		1	3%
	Total		35	100%

Survey respondents answers indicate that most of their organizations outsource very little of their human-resource-related activities. Hence, most organizations represented in the survey tend to perform the majority of these activities in-house.

Question: The College of Business at Kent State University is proposing the reactivation of the Human Resource Management major within the Bachelor of Business Administration degree program. Please provide your opinion as to the importance of each course in the curriculum as a whole:

#	Question	Not Important	Somewhat Important	Important	Very Important	Total Responses	Mean
1	Human Resource Management	0	0	12	21	33	3.64
2	Training and Development	0	2	18	13	33	3.33
3	Staffing	0	1	12	19	32	3.56
4	Compensation and Benefits	0	2	14	17	33	3.45
5	HR Analytics and ERP Systems	0	8	16	9	33	3.03
6	Dynamics of Leadership	0	5	15	13	33	3.24
7	Organizational Behavior	0	6	16	11	33	3.15
8	Global HR	4	12	11	4	31	2.48
9	Performance Management	0	0	17	16	33	3.48
10	HR Internship /Practicum	1	4	8	20	33	3.42

With one exception (Global HR), most survey respondents indicated that the courses to be offered in the curriculum represent important elements of a degree in Human Resource Management. Global HR was seen as "somewhat important" to "important." However, further examination of data outcomes (see the table below) indicate that 48 percent of respondents surveyed believed a course in Global HR was "important" to "very important." Only 13% of respondents indicated that it was "not important." Moreover, these respondents worked in organizations with fewer than 500 employees.

	What is your best estimate of the number of people your entire organization (nationally or internationally) currently employs in human resource management?										
Please provide your opinion of the importance of each course	**0-50**	**51-250**	**251-500**	**501-1000**	**1001-2000**	**2001-5000**	**5001-10000**	**10001-20000**	**20001-50000**	**> 50000**	**Total**
Not Important	1	1	2	0	0	0	0	0	0	0	4
Somewhat Important	3	2	2	0	0	1	3	1	0	0	12
Important	3	2	0	0	3	0	1	1	1	0	11
Very Important	2	0	0	0	0	1	0	0	1	0	4
Total	9	5	4	0	3	2	4	2	2	0	31

Question: Given the brief description of the proposed program, how positive/negative is your opinion concerning the program?

#	Answer		Response	%
1	Very negative (needs major overhaul or should be abandoned)		0	0%
2	Negative (major aspects need to be revised)		0	0%
3	Neutral (the positives and negatives concerning the program are equal)		3	9%
4	Positive (some changes may be necessary but overall the program seems comprehensive and beneficial)		18	56%
5	Very positive (only minor changes, if any, need to be made; program implementation should proceed)		11	34%
	Total		32	100%

Ninety percent of survey respondents indicated "positive" to "very positive" opinions regarding the proposed program and no respondents had negative opinions about the program.

Question: If you were responsible for hiring an entry-level employee for a human resource management position in your organization, how interested would you be in interviewing graduates of the proposed program?

#	Answer		Response	%
1	Not interested		2	6%
2	Somewhat interested		11	32%
3	Very interested		21	62%
	Total		34	100%

Most survey respondents (94 percent) indicated that they would be "somewhat" to "very interested" in interviewing graduates from the proposed program, with only two respondents indicating that they would not be interested.

Question: Please provide any feedback that you have, positive or negative, concerning the curriculum or any other aspect of the proposal.

Text Response
No addition comments
While we are in the HR industry (specifically recruitment), our employees deal less with things like training ar development and are focused on building solid pipelines of strong candidates for our client's executive positions. Therefore, we target recent graduates with degrees in any people-oriented aspect of business wh are interested in sales. Sometimes an HR background is less relevant than, for example, a business management one because of the particular recruiting aspects of this role. I think the proposed program wou be excellent for a student interested in an HR generalist position but only certain aspects of the program are relevant to the positions that we offer. We would be very interested in speaking with graduates from this program, but it would be quite clear in the screening whether they'd be a good fit or not.
Don have need.
Sounds like a solid idea. HR isn't my specialty, however I recognize it's importance.
I probably would offer Global HR as an elective/minor and not as a required component of the program....there is so much that is specific to the country/company.
N/A
The PHR certification is critical and in some ways equal in value to a bachelor's degree. I suggest you include a preparation part of the curriculum to gear them towards taking and passing that certification test.
Focus on big picture business issues such as strategic planning and finance. Anyone with hope of getting into management of HR will need to be a business partner and truly understand how HR impacts the business.
Good luck with the new program!
I am neutral. Even though I feel a person with an HR degree should be essential, my experience shows that this is basically only done at the corporate/regional levels. As a Business Office (accounting) assistant, I have handled the HR function in 3 businesses over the last 40 years, with no HR degree. The HR position, at this location was eliminated with cutbacks around 20 years ago and the HR (degreed person) was made Business Office assistant while continuing to handle the local HR.
Acquiring A-grade talent is essential to having a high- performing workforce and strong office culture. As much as you can emphasize staffing and performance-driven culture, the better.

Question: In general, employment opportunities in human resource management will _____ over the next 5-10 years.

#	Answer		Response	%
1	Increase dramatically		3	9%
2	Increase moderately		18	53%
3	Neither increase nor decrease		10	29%
4	Decrease moderately		3	9%
5	Decrease dramatically		0	0%
	Total		34	100%

Consistent with Bureau of Labor Statistics and Ohio Department of Job and Family Services estimates, 62 percent of survey respondents indicated that employment opportunities in human resource management will increase "moderately" to "dramatically" over the next five to ten years. None of the survey respondents indicated that employment opportunities would decrease dramatically and nine percent believed they would decrease moderately.

Question: Please tell us of any advice, suggestions, or comments of you may have.

Text Response
Combining the degree with an internship would be a plus.
I think the program is well-planned and a good choice for students interested in HR. I filled out the survey based on the particular positions we offer and not on my opinions of the program. While I think the program is relevant to the positions here at TXT, our strongest candidates tend to have backgrounds in other areas business and not HR.
Make sure the expectations of the graduates are accurate. Chances are they will begin with a very entry level position dealing in only one aspect of HR. Also, the PHR certification is critical and expected.
Internship or coop experience would be invaluable. Be sure to prepare students for how much administrative workload there is in HR. It's the nature of the function to do a lot of administrative work.
Employee relations would be a good add to the course curriculum, including corrective action, effective conversations, coaching.
In an earlier question, you asked my location. I entered my full address in Virginia. In the following question, it asked about my location in Ohio. Your survey is not correctly connecting my zip code with the correct state.
N/A
My husband has a Business Management degree, with a minor in HR. I feel that was a plus with his dealing with people , but it may have been harder to find a lucrative position if it was his major.
Would love to explore opportunities to have interns or an intern-partnership program once this program is kicked off!
I've found that coursework which covered dealing with staff/candidates/managerment was most valuable. Listening skills, dealing with conflicts, keeping conversations/discussions/meetings on track, etc. I also found some coursework in behavior/psychology extremely valuable, since this profession deals with people (including their personalities, communication styles, behaviors, development, etc). That courseswork/training as been among the most beneficial in this field.

Kent State University

Reactivation of the BBA Degree in Human Resource Management

APPENDIX C

Letters of Support

MARSHBERRY
28601 Chagrin Blvd.
Suite 400
Woodmere, OH 44122
T: 440.354.3230
www.MarshBerry.com

November 6, 2015

Deborah Erdos Knapp, PhD
Department of Management & Information Systems
College of Business Administration
Kent State University
Kent, OH 44242-0001

Dear Dr. Knapp,

It has come to my attention that Kent State University is considering reactivating the Human Resources major for its students. I think that is excellent idea; enclosed within this letter are the reasons why that is.

Firstly, as an Industrial/Organizational Psychologist, researcher, and practitioner, I can attest that there is a need for human resources professionals who are ready to step into the field upon graduation and make a considerable impact. In times of economic prosperity, talent acquisition needs are particularly glaring for organizations, though based on the proposed major requirements you have set forth your graduates will be poised to contribute to more than screening resumes and matching job openings with qualified candidates. The breadth of exposure students would get as human resources majors at KSU would serve them well to step directly into an HR Coordinator or HR Generalist position, from which they can advance to HR Manager, HR Director, and then ultimately the C-suite. That is a distinct advantage of the proposed program at KSU versus what others might see as similar programs at other universities.

Secondly, the incorporation of not only coursework on what it means to be a good leader and the theory behind that, but also coursework related to helping students develop their own leadership style is invaluable. I have seen time and time again the accelerated progression of individuals to higher levels of organizations who have a defined leadership style and know what they represent. The importance of helping students identify who they are as leaders and the values they will exhibit cannot be overstated. Neither can the importance of providing students with an opportunity to broaden their knowledge beyond common practices in the U.S.--giving them the opportunity to study international HR and to apply that coursework while abroad is incredibly admirable.

Overall, I would be pleased with the reinstatement of the HR major on many levels. As a practitioner, I would appreciate the opportunity to work with HR professionals right out of KSU who are ready to think strategically about how HR can be a partner to a business's vision. I also value an HR professional who has spent time studying the foundational concepts of HR versus learning only one way of doing things that he/she has been exposed to on the job. As a supporter of higher education and the many positive outcomes it has at both the macro and micro levels, offering this major to those interested in the field can enable your students to be more engaged in their education and prepared to step into the career for which they have diligently prepared. I hope you will reinstate the HR major at Kent State University and support the vision toward all of these objectives, ultimately resulting in an even more effective HR community in northeast Ohio for many years to come.

Sincerely,

Christina M. Moran, Ph.D.
Licensed Industrial/Organizational Psychologist
Business Unit Manager, Networks

Authentic Focus Consulting LLC
The Stone Cottage Retreat Center
Catherine Geib
1383 Seven Mile Drive, New Philadelphia, OH 44663
cathy@authenticfocus.com
www.authenticfocus.com
(cell) 216.548.5049

November 21, 2015

Deborah Erdos Knapp, PhD
Department of Management & Information Systems
College of Business Administration
Kent State University
P.O. Box 5190
Kent, Ohio 44242-0001

Dear Dr. Knapp:

Please accept my support for the reactivation of the Human Resource Management major within the Bachelor of Business Administration degree program at Kent State University. I have been a human resources professional for over 25 years and can attest to the credibility given to a major specific to the discipline of human resources. It is an ever-changing, increasingly complex discipline requiring a mastery of the behavioral competencies and knowledge most important to effective job performance.

The HR components of the proposed curriculum appear to provide a solid generalist foundation. However, I recommend consideration be given to adding material on positive psychology and systems theory, helping the students see how they could better empower themselves and their people. Conventional HR practices base leadership on control, problem solving, and efficiency. Today's constantly changing work environments require a more complex, adaptive mindset, focused on continuous learning and a language of possibility.

I look forward to continuing my support of Kent State University in building future leaders. I currently design and facilitate the Leadership Tuscarawas community leader curriculum, which is now affiliated with KSU Tuscarawas.

Best of luck with your reactivation effort, and please let me know if there is anything further I can do to support you and your team.

Sincerely,

Cathy Geib, MPOD, SPHR, GPCC, ACC

scitrain
scientific assessment & training

November 13, 2015
Dr. Deborah Knapp
Management and Information Systems, College of Business Administration A4242
475 Terrance Drive
Kent, OH 44242-001

Dear Dr. Knapp:

I am writing to you in support of the HR Major at Kent State University. As both an undergraduate and graduate alumni I know firsthand the value of a degree from Kent State. As the owner and founder of a global management development and assessment firm, scitrain ltd., I appreciate the value of a comprehensive education in human resources can bring to a company.

Specific to your program I particularly like the fact that you have designed this program along the principles outlined by the Society of Human Resources Management. The balance between formal classroom education and practical experience will help your graduates make a successful transition from education to the world of work. The emphasis on metrics and analytics will give your graduates a competitive edge in the labor market. I have found and our own research supports the fact that companies are required to operate in an increasing complex and ambiguous world, which will call upon HR professionals who have critical thinking and complex problem solving skills that can be developed through these courses.

Finally as the owner of a global business with operations in four continents, I really appreciate the international focus included in this program. Increasingly HR professionals are confronted with global HR issues are asked to manage diverse, multinational HR organizations. The international exposure will help prepare them for the challenges of a global economy and workforce of the 21st Century.

In summary, I am very supportive of the re-establishing the HR major at Kent State University and I look forward to meeting and perhaps hiring some of these future graduates.

Sincerely,

Chad Luxemburg, CEO

FORESTCITY
An Equal Opportunity Employer
Human Resources Department
50 Public Square
Suite 1300
Cleveland, OH 44113-2204
216.621.6060 phone
216.563.4808 fax

www.forestcity.net

October 20, 2015

Deborah Erdos Knapp, PhD
Department of Management & Information Systems
College of Business Administration
Kent State University
Kent, OH 44242-0001

Dear Dr. Knapp:

I am writing this letter in support of the proposed reactivation of the Human Resource Management major within the Bachelor of Business Administration degree program. As you are aware, for the past ten years I have been Executive Vice President of Human Resources at Forest City Enterprises. During this time, I have had the opportunity to interact with a good number of HR practitioners from not only my own company but from other organizations as well. While acknowledging some "academic bias" on my part (having been trained as an organizational psychologist), I have been largely disappointed by what I perceive to be a lack of professionalism on the part of many of my colleagues. Clearly, this has nothing to do with motivation, character or good intentions. Rather, broadly speaking I have observed that despite being well meaning, many in our discipline appear to lack a solid grounding in business fundamentals. Even in those areas specific to human resources such as workforce planning, talent management, leadership development, and organizational change, the absence of a solid theoretical underpinning and an awareness of current thinking and methodology serve to limit their contribution and effectiveness.

Again, I acknowledge the generalities in my observations. Nonetheless, I was truly pleased to learn that Kent State is seeking to once again offer a business oriented concentration in Human Resource Management. Moreover, in reviewing the proposed curriculum I believe the program as outlined includes the content areas vital to HR professionals in today's business environment. Noting the ongoing controversy concerning the state of the discipline and its value to organizations (as headlined in a recent issue of the Harvard Business Review), I am convinced that the need for the kind of program the Business School is considering could not be greater or come at a more opportune time.

Please feel free to contact me if you would like any additional input or comments from me.

Sincerely,

Forest City Enterprises, Inc.

Andrew J. Passen, Ph.D.
Executive Vice President of Human Resources
Office: 216-416-3248
Cellular: 216-233-3534

Stark County Human Resource Association

AFFILIATE OF SHRM SOCIETY FOR HUMAN RESOURCE MANAGEMENT

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330-453-8252 x350

December 9, 2014

Diane DeRubertis, MEd, SPHR, HCS
Professor, College of Business
Kent State University
dderuber@kent.edu

Dear Diane,

Stark County Human Resource Association is excited about the potential opportunity to have a local Human Resources program available to students. Many of our student members seek online out-of-state resources to achieve a degree in Human Resources. Our Board would like to fully welcome the idea of a formal degree program being reinstated at Kent State University.

If you have further questions, please do not hesitate to contact me.

Best Regards,

Lisa Gould
President
Stark County Human Resource Association

Kent State University

Reactivation of the BBA Degree in Human Resource Management

APPENDIX E

Proposed Catalog Copy
Program Sequence (Roadmap)

PROPOSED CATALOG COPY FOR BBA IN HUMAN RESOURCE MANAGEMENT

Human Resource Management - B.B.A.

College College of Business Administration

Department Department of Management and Information Systems
Room A432, Business Administration Building
E-mail: mis@kent.edu
Tel: 330-672-2750; Fax: 330-672-2953
Web: www.kent.edu/business/mis

Description The Bachelor of Business Administration in Human Resource Management prepares students for positions in human resource department leadership, including the ability to establish and advance organizational policies and guidelines and to utilize the tools and techniques for developing transformational work environments. Graduates are prepared to become influential business leaders equipped with the ability to identify, analyze and solve complex human resource and management issues. Students will learn about strategic human resource management, compensation and benefits, human resource planning, training and development, performance management, staffing, analyzing and designing jobs, human resource management analytics and enterprise resource planning (ERP) systems, global human resource management and employee relations.

Career Opportunities As new companies form and organizations expand their operations, they will need human resources staff to oversee and administer their programs. The following are some career opportunities for graduates of the BBA degree in Human Resource Management:

Human resources managers plan, direct, and coordinate the administrative functions of an organization. They oversee the recruiting, interviewing and hiring of new staff; consult with top executives on strategic planning; and serve as a link between an organization's management and its employees.

Human resources specialists recruit, screen, interview and place workers. They often handle other human resources work, such as those related to employee relations, payroll and benefits, and training.

Compensation managers plan, direct and coordinate how much an organization pays its employees and how employees are paid. Benefits managers plan, direct and coordinate retirement plans, health insurance and other benefits that an organization offers its employees. Training and development managers plan, direct and coordinate programs to enhance the knowledge and skills of an organization's employees. They also oversee a staff of training and development specialists. Training and development specialists help plan, conduct and administer programs that train employees and improve their skills and knowledge. (Source: U.S. Department of Labor)

Admission Requirements **General Admission for Freshman Students:** Admission Requirements at the Kent Campus: The freshman admission policy at the Kent Campus is selective. Admission decisions are based upon the following: cumulative grade point average, ACT and/or SAT scores, strength of high school college preparatory curriculum and grade trends. The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago. Visit the Admissions website for new freshmen for more information.

Transfer Student: A minimum 2.500 cumulative GPA is required for admission into the College of Business Administration. Students who have previously attended Kent State and have completed COMM 15000, ENG 21011, MATH 11010 (or placement out of ENG 11011 and/or MATH 11010) must have earned a minimum C (2.00) grade in the course(or their equivalent).

Progression: Minimum 2.500 overall GPA; minimum C (2.000) grade in required courses COMM 15000, ENG 21011, MATH 11010 and MIS 34180.

Graduation Requirements Minimum 120 total credit hours, 39 upper-division hours, 2.500 overall GPA and 2.500 major GPA required. Minimum C (2.000) grade in COMM 15000, ENG 21011 and MATH 11010 (or placement out of MATH 11010).

Program Learning Outcomes Graduates of the program will be able to:

1. Demonstrate effective human resource management and leadership ability when presented with a human resource-related dilemma or opportunity
2. Use human resource analytics and/or ERP systems to create budgets, ensure equal employment opportunity compliance by preparing required reports to local, state and federal agencies, prepare cost/benefit analyses of human resource management initiatives, forecast need for additional human resources, analyze compensation systems and administer benefits
3. Identify and analyze global human resource concerns that affect business decisions
4. Analyze, interpret and use data to solve problems and make decisions
5. Create and communicate value for all stakeholders in the organization

Accreditation The Association to Advance Collegiate Schools of Business International (AACSB)

PROPOSED CATALOG COPY FOR BBA IN HUMAN RESOURCE MANAGEMENT

Human Resource Management - B.B.A. Program Requirements

Type Legend: **DD** Diversity–Domestic; **DG** Diversity–Global; **ELR** Experiential Learning; **KAD** Kent Core Additional; **KBS** Kent Core Basic Sciences; **KCM** Kent Core Composition; **KFA** Kent Core Fine Arts: **KHU** Kent Core Humanities; **KMC** Kent Core Mathematics and Critical Reasoning; **KSS** Kent Core Social Sciences; **WIC** Writing Intensive

MAJOR PROGRAM REQUIREMENTS (36 credits) ***Courses count in major GPA***					
Type	**Course**		**Title**	**Credits**	**Min. Grade**
	MIS	34180	Human Resources Management [1]	3	
	MIS	34185	Individual and Group Behavior in Organizations	3	
	MIS	44183	Developing and Training Human Resources in Organizations	3	
	MIS	44185	Staffing Human Resources	3	
WIC	MIS	44445	Global Human Resource Management	3	C[2]
ELR	MIS	44492	Business Experience and Internship in Human Resource Management (3)	3	
	MIS	44499	Human Resources Business Consulting and Project	3	
	MIS	44660	Performance Management and Compensation Systems	3	
	MIS	44763	Human Resources Analytics and Enterprise Resource Planning Systems	3	
	Major Electives – choose from the following:			3	
ELR	MIS	34092	Practicum in Career Development (3)		
	MIS	34165	Dynamics of Leadership (3)		
	MIS	34175	Learning to Lead (3)		
	MIS	34187	International Experience in Human Resource Management (3)		
	MIS	44091	Seminar in Human Resource Management (3)		
ADDITIONAL PROGRAM REQUIREMENTS (84 credits)					
Type	**Course**		**Title**	**Credits**	**Min. Grade**
	ACCT	23020	Introduction to Financial Accounting	3	
	ACCT	23021	Introduction to Managerial Accounting	3	
	BUS	10123	Exploring Business [4]	3	
	BUS	30061	Business Professional Practices [5]	1	
KAD	COMM	15000	Introduction to Human Communication	3	C
KSS	ECON	22060	Principles of Microeconomics	3	
KSS	ECON	22061	Principles of Macroeconomics	3	
	ENG	30061	Writing in Business [5]	2	
	FIN	26074	Legal Environment of Business	3	
	FIN	36053	Business Finance	3	
KMC	MATH	11010	Algebra for Calculus	3	C
KMC KMC	MATH MATH	11012 12002	Intuitive Calculus (3) ***or*** Analytic Geometry and Calculus I (5)	3-5	
	MIS	24053	Introduction to Computer Applications	3	
	MIS	24056	Fundamentals of Business Statistics [6]	3	
	MIS	24163	Principles of Management	3	
	MIS	34060	Operations Management	3	
	MIS	44285	Integrated Business Policy and Strategy	3	
	MKTG	25010	Principles of Marketing	3	
	US	10097	Destination Kent State: First Year Experience [7]	1	
	Kent Core Composition (minimum C grade in ENG 21011 or HONR 20197)			6	C
	Kent Core Humanities and Fine Arts (minimum one course from each)			9	
	Kent Core Social Sciences			3	
	Kent Core Basic Sciences (must include one laboratory)			6-7	
	General Electives [8]			14	
			MINIMUM TOTAL	**120**	

PROPOSED CATALOG COPY FOR BBA IN HUMAN RESOURCE MANAGEMENT

Program Notes:

1. Students who take BMRT 31006 as an associate degree student or at a Kent State Regional Campus may use it in place of MIS 34180.
2. A minimum C grade is required in MIS 44445 to fulfill the writing intensive requirement.
3. Students who register for MIS 34187 may use it as a college elective. However, they will still need to complete the 3-credit major elective.
4. A student changing to the College of Business Administration or transferring may be waived out of BUS 10123 Exploring Business if:
   - 30 or more hours have been earned and any two classes (from ACCT 23020, ACCT 23021, FIN 26074, MIS 24163, MKTG 25010 or MIS 24053) have successfully been completed.
   - 60 or more hours have been earned and the student has completed one course (from ACCT 23020, ACCT 23021, FIN 26074, MIS 24163, MKTG 25010 or MIS 24053)
   - At the discretion of the Dean's Office, the student has sufficient breadth and depth of knowledge in a business field (as demonstrated by a CLEP exam or Credit by Exam) but does not meet the requirements listed above.
5. BUS 30061 and ENG 30061 should be taken concurrently. Students who have transferred ENG 30063 from another institution may use it as a substitute for ENG 30061.
6. Students who have taken MATH 10041 for another program may use it as a substitute for MIS 24056.
7. US 10097 is not required of transfer students with 25 credits (not including credit earn through College Credit Plus) or students age 21+ at time of admission.
8. Number of general elective credits required depends on meeting minimum 120 credit hours and minimum 39 upper-division credit hours.

College Note:
Students may take or use any course at any level as long as the minimum 39-hour requirement for upper-division courses is satisfied for graduation with a B.B.A. degree Exceptions: Maximum 4 credit hours of physical education activity (PEB) courses and maximum 4 credit hours for courses in applied music and music ensembles (MUS courses with a second digit of 5, 6 or 7) combined may be counted toward the 120-total hour or 39-upper-division-hour graduation requirement. General elective courses may be selected from any area and at any level provided students do not go over the PEB, applied music and ensemble music restriction and they satisfy the 39 hour upper-division requirement. A minor (business or non-business) is encouraged. There is no limit on other music coursework. Any other exceptions must be approved by the assistant dean.

PROPOSED CATALOG COPY FOR BBA IN HUMAN RESOURCE MANAGEMENT

Roadmap: Human Resource Management - Bachelor of Business Administration
BU-BBA-HRM
College of Business Administration
Department of Management Information Systems
Catalog Year: 2016-2017

This roadmap is a recommended semester-by-semester plan of study for this major. However, courses and milestones designed as critical (!) must be completed in the semester listed to ensure a timely graduation.

Critical	Course Subject and Title	Credit Hours	Min. Grade	Major GPA	Attribute	Notes
Semester One [16 Credits]						
!	**BUS 10123 Exploring Business** [1]	**3**				
!	**COMM 15000 Introduction to Human Communication**	**3**	**C**		**KAD**	
	MATH 11010 Algebra for Calculus	3	C		KMC	
	US 10097 Destination Kent State: First Year Experience [2]	1				
	Kent Core Composition	3				
	Kent Core Humanities or Fine Arts	3				
Semester Two [15 Credits]						
!	**ECON 22060 Principles of Microeconomics**	**3**			**KSS**	
	MATH 11012 Intuitive Calculus (3) ***or*** MATH 12002 Analytic Geometry and Calculus I (5)	3-5			KMC	
	MIS 24053 Introduction to Computer Applications	3				
	Kent Core Composition	3	C			
	Kent Core Fine Arts	3				
Semester Three [15 Credits]						
!	**ACCT 23020 Introduction to Financial Accounting**	**3**				
	ECON 22061 Principles of Macroeconomics	3			KSS	
	FIN 26074 Legal Environment of Business	3				
	MIS 24163 Principles of Management	3				
	Kent Core Basic Sciences	3				
Semester Four [15 Credits]						
!	**ACCT 23021 Introduction to Managerial Accounting**	**3**				
!	**MIS 24056 Fundamentals of Business Statistics** [3]	**3**				
	MKTG 25010 Principles of Marketing	3				
	Kent Core Basic Sciences	3				
	Kent Core Humanities	3				
Semester Five [15 Credits]						
!	**BUS 30061 Business Professional Practices** [4]	**1**				
	ENG 30061 Writing in Business [4]	2				
	FIN 36053 Business Finance	3				
	MIS 34060 Operations Management	3				
	MIS 34180 Human Resource Management [5]	3		■		
	Kent Core Social Sciences	3				
Semester Six [15 Credits]						
	MIS 34185 Individual and Group Behavior in Organizations	3		■		
	MIS 44185 Staffing Human Resources	3		■		
	Major Elective [6]	3		■		
	General Electives [7]	6				
Semester Seven [15 Credits]						
	MIS 44183 Development and Training Human Resources in Organizations	3		■		
	MIS 44499 Human Resources Business Consulting and Project	3		■		
	MIS 44660 Performance Management and Compensation Systems	3		■		
	MIS 44763 Human Resources Analytics and Enterprise Resource Planning (ERP) Systems	3		■		
	General Elective [8]	3				
Semester Eight [14 Credits]						
Required for graduation: minimum cumulative 2.500 GPA and completion of the Assurance of Learning Assessment given in MIS 44285						
	MIS 44285 Integrated Business Policy and Strategy	3		■		
	MIS 44445 Global Human Resource Management	3	C [9]	■	WIC	
	MIS 44492 Business Experience and Internship in Human Resource Management	3		■	ELR	
	General Electives [7]	5				

PROPOSED CATALOG COPY FOR BBA IN HUMAN RESOURCE MANAGEMENT

Graduation Requirements Summary

Minimum Total Hours	Minimum Upper-Division Hours 30000 – 40000 level course	Minimum Kent Core Hours	Minimum	
			Major GPA	Overall GPA
120	39	36	2.500	2.500

1. A student changing to the College of Business Administration or transferring may be waived out of BUS 10123 Exploring Business if:
   - 30 or more hours have been earned and any two classes (from ACCT 23020, ACCT 23021, FIN 26074, MIS 24163, MKTG 25010 or MIS 24053) have successfully been completed.
   - 60 or more hours have been earned and the student has successfully completed one course from (ACCT 23020, ACCT 23021, FIN 26074, MIS 24163, MKTG 25010 or MIS 24053)
   - At the discretion of the Dean's Office, the student has sufficient breadth and depth of knowledge in a business field (as demonstrated by a CLEP exam or Credit by Exam) but does not meet the requirements listed above.
2. US 10097 is not required of transfer students with 25 credits (not including credit earned through College Credit Plus) or students age 21+ at time of admission.
3. Students who have taken MATH 10041 for another program may use it as a substitute for MIS 24056.
4. BUS 30061 and ENG 30061 should be taken concurrently. Students who have transferred ENG 30063 from another institution may use it as a substitute for ENG 30061.
5. Students who take BMRT 31006 as an associate degree student or at a Kent State Regional Campus may use it in place of MIS 34180.
6. Major Electives (3 credit hours). Choose from the following:
   34092 Practicum in Career Development (3)
   34165 Dynamics of Leadership (3)
   34175 Learning to Lead (3)
   34187 International Experience in Human Resource Management (3)
   44091 Seminar in Human Resource Management (3)
7. Number of general elective credits required depends on meeting minimum 120 credit hours and minimum 39 upper-division credit hour An experiential learning requirement course is required for graduation; the student should contact their academic advisor for assistance meeting the requirement. Students may take or use any course at any level as long as the minimum 39-hour requirement for upper-division courses is satisfied for graduation with a B.B.A. degree Exceptions: Maximum 4 credit hours of physical education activity (PEI courses and maximum 4 credit hours for courses in applied music and music ensembles (MUS courses with a second digit of 5, 6 or 7 combined may be counted toward the 120-total hour or 39-upper-division-hour graduation requirement. General elective courses may selected from any area and at any level provided students do not go over the PEB, applied music and ensemble music restriction and they satisfy the 39 hour upper-division requirement. A minor (business or non-business) is encouraged. There is no limit on other musi coursework. Any other exceptions must be approved by the assistant dean.
9. A minimum C grade must be earned to fulfill the university's writing-intensive requirement.

University Requirements: Bachelor's degree-seeking students must meet Kent Core (general education requirements), diversity, writing-intensive and experiential learning requirements. For more information about these requirements, please read the following sections in the University Catalog: Kent Core – www.kent.edu/catalog/kent-core; Diversity Course Requirement – www.kent.edu/catalog/diversity; Writing-Intensive Course Requirement – www.kent.edu/catalog/wic; Experiential Learning Requirement – www.kent.edu/catalog/elr.

Attribute Legend: **DD** Diversity–Domestic; **DG** Diversity–Global; **ELR** Experiential Learning; **KAD** Kent Core Additional; **KBS** Kent Core Basic Sciences; **KCM** Kent Core Composition; **KFA** Kent Core Fine Arts: **KHU** Kent Core Humanities; **KMC** Kent Core Mathematics and Critical Reasoning; **KSS** Kent Core Social Sciences; **WIC** Writing Intensive