

# HUMAN RESOURCES

## ASSOCIATE OF SCIENCE (AS) - 60 CREDITS

### About this program

Human resources programs prepare students to provide support to companies and individual employees in the area of human resources. Associate of Science graduates may assume duties in the following areas: communication with employees, employee analytics, policies and administration, employer and labor relations, talent acquisition, selection and employment, training and development, compensation and benefit administration. The AS program is specifically designed for more efficient course transfer to partner universities for students wishing to continue with additional education.

### Program outcomes

1. Understand and apply applicable federal, state and local employment regulations and record-keeping requirements to human resource functions.
2. Demonstrate and apply effective communication skills in oral and written forms applied to core human resource functions.
3. Research and construct ethical policies and procedures related to core human resource functions.
4. Function effectively in a diverse global business community.
5. Understand the strategic impact that human resources has within the business environment.
6. Understand and utilize computer technology for business and human resource applications.
7. Utilize critical thinking skills to analyze and solve human resource-related problems and situations.

### Curriculum overview

Crds	Requirement type
	Total

**Developmental courses note:** A student may be required to enroll in developmental courses in reading, writing and math. A student's scores on the Accuplacer assessment will determine enrollment in developmental courses. The purpose of developmental courses is to prepare students for the demands of a college-level curriculum. *Credits may vary.*

**Accreditation:** Minnesota State Community and Technical College is accredited by the Higher Learning Commission, a regional accreditation agency recognized by the U.S. Department of Education. The Higher Learning Commission 230 South LaSalle Street, Suite 7-500 Chicago, IL 60604-1411 <http://www.ncahigherlearningcommission.org> Phone: 312.263.0456 / 800.621.7440

# Curriculum requirement details

Required courses

Other requirements or restricted electives



## Course summaries



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Program Plan — ""

Locations:

