

# Human Resources

PROGRAM CODE: 10-116-1



Associate Degree



COURSES	CREDITS
<b>BADM-106</b> MS Office for Business Applications .....	3
<b>ENG-195</b> Written Communication ‡ .....	3
(or) Any 200-level ENG course	
<b>HRMGT-133</b> Legal Issues and Employment Law .....	3
<b>HRMGT-193</b> Human Resource Management.....	3
<b>HRMGT-198</b> Business Ethics .....	3
<b>BADM-134</b> Business Organization and Management.....	3
<b>HRMGT-196</b> Recruiting and Selection.....	3
<b>LDRSHP-195</b> Communication Strategies for Leaders.....	3
<b>MATH-134</b> Mathematical Reasoning .....	3
(or) Any 200-level MATH course	
<b>PSYCH-199</b> Psychology of Human Relations.....	3
(or) Any 200-level PSYCH course	
<b>ACCTG-142</b> Payroll Accounting.....	2
<b>ENG-197</b> Technical Reporting ‡.....	3
(or) SPEECH-210 Conflict and Communication	
<b>HRMGT-136</b> Safety in the Workplace.....	3
<b>HRMGT-169</b> Diversity and Change Management .....	3
<b>HRMGT-197</b> Employee Training and Development .....	3
<b>LDRSHP-190</b> Leadership Development .....	3
<b>HRMGT-124</b> Human Capital Analysis ‡ .....	3
<b>HRMGT-170</b> Employee Relations and Labor Relations .....	3
<b>HRMGT-194</b> Fundamentals of Compensation .....	3
<b>LOGMGT-105</b> Enterprise Resource Planning.....	3
<b>SOCSCI-103</b> Think Critically and Creatively .....	3
(or) Any 200-level SOCSCI course	

**Location:** Downtown Milwaukee Campus, Online Campus

**Start Dates:** August and January

**Admission Requirement:** High school diploma or equivalent

**Financial Aid Eligible:** Yes. Use code 003866 at [afsa.gov](http://afsa.gov).

### Program Description

Gain entry-level skills in a variety of areas related to the human resources profession, including recruitment, selection, training and development, employee and labor relations, and compensation and benefits.

### Career Outlook

New legislation and court rulings are expected to increase demand for human resources personnel and labor relations experts.

### Program Learning Outcomes

- Design an organizational workforce plan.
- Develop training programs.
- Analyze organizational total rewards programs.
- Incorporate employment law into business practices.
- Apply employee relations techniques.

### CREDITS

Total credits needed to complete this degree

**62**

‡ Prerequisite required.

Program curriculum requirements are subject to change.

Current MATC students should consult their Academic Program Plan for specific curriculum requirements.

MATC courses are offered in person, entirely online or partially online.

Check each course's delivery options in Self-Service at [selfservice.matc.edu](http://selfservice.matc.edu).



**Complete Program Details**

**QUESTIONS?** 414-456-5323, 414-297-8903 or [leadpathway@matc.edu](mailto:leadpathway@matc.edu)