

# HUMAN RESOURCE MANAGEMENT (HRMA)

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**HRMA 100** **72 Hours**

**Human Resources, Introduction**

This course will introduce students to the human resource environment. It focuses on basic human resource management, creating equal opportunities, analyzing jobs, and creating job descriptions. *(Apportionment)*

**HRMA 105** **72 Hours**

**Employee Relations**

This class will address working with collective bargaining units, labor and employee relations, and global human resource management. *(Apportionment)*

**HRMA 110** **72 Hours**

**Compensation**

This class will cover employee compensation by establishing a pay structure, recognizing employee contributions with pay, and providing employee benefits. *(Apportionment)*

**HRMA 115** **72 Hours**

**Assessing and Improving Performance**

This class addresses assessing performance of employees and building programs to help improve employee performance and satisfaction. *(Apportionment)*

**HRMA 120** **108 Hours**

**Talent Acquisition and Development**

This course focuses on processes and concepts of attracting, recruiting, hiring, retaining and developing quality talent for organizational need. *(Apportionment)*

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