

**Graduate Certificate in Human Resource Management**  
**Department of Management**  
**Walker College of Business**

Stella E. Anderson, Chair and Professor  
 Ph.D., Purdue University  
 AndersnSE@appstate.edu

Hugh D. Hindman, Certificate Coordinator and Professor  
 Ph.D., Ohio State University  
 HindmanHD@appstate.edu

<http://www.business.appstate.edu/departments/management/>  
[http://www.business.appstate.edu/grad/hrm\\_cert.asp](http://www.business.appstate.edu/grad/hrm_cert.asp)

The Department of Management offers a graduate certificate in Human Resource Management (330A/52.1001) and course work at the graduate level in support of the Walker College of Business degree programs.

Courses in the following disciplines are offered through the Department of Management:

HCM: health care management courses

MGT: management courses

Prerequisite to enrollment in a graduate course offered by the Department of Management is admission to a graduate program of study, admission to a graduate certificate program, or permission of the instructor and the departmental chair. In addition, enrollment in MBA courses requires permission of the MBA Program Director. A non-degree student must obtain permission from the Graduate School to enroll in 5000-level courses.

The Department of Management also participates jointly with the Department of Psychology to offer an interdisciplinary Master of Arts degree in Industrial/Organizational Psychology & Human Resource Management (258A/42.0901).

**PROGRAM OF STUDY FOR THE GRADUATE CERTIFICATE IN HUMAN RESOURCE MANAGEMENT**  
**(Certificate Code: 330A/52.1001)**

**Admission Requirements:** Earned master's degree in business administration or accounting from an AACSB-accredited program or currently enrolled in the MBA, MS in Accounting or MA in I/O Psychology program at Appalachian; complete application to the Cratis Williams Graduate School (<http://www.graduate.appstate.edu>), including resume and official transcripts for the master's degree.

**Hours:** 18 semester hours

**Enrollment Location:** On Campus

**Program of Study:**

MGT	5040	Employment Law .....	3
MGT	5160	Strategic Human Resource Management.....	3
		Select 4 courses from the following .....	12
	MGT 5065	Organizational Development (3 s.h.)	
	MGT 5570	Compensation and Human Resource Management Systems (3 s.h.)	
	MGT 5620	Managing the Global Workforce (3 s.h.)	
	MGT 5630	Labor Relations (3 s.h.)	
	MGT 5660	Staffing (3 s.h.)	
	MGT 5661	Performance Management (3 s.h.)	
	MGT 5671	Training and Development (3 s.h.)	
		<b>TOTAL HOURS FOR THE CERTIFICATE .....</b>	<b>18</b>

**Note:** Students seeking a Graduate Certificate in Human Resource Management are required to take the Society for Human Resource Management (SHRM) HR certification exam at (or near) the completion of course work.

**GRADUATE COURSES IN HEALTH CARE MANAGEMENT (HCM)**

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**HCM 5530-5549. Selected Topics/(1-4).On Demand.** Prerequisite: HCM 3110 or permission of the instructor. [Dual-listed with HCM 4530-4549.]

**HCM 5550. Health Care Policy/(3).On Demand.** This course will examine the process by which health care policy is proposed, formulated, implemented and modified. The political process and the role of constituencies to the health policy-making process will be examined. Specific examples of major health policy issues will be drawn from federal and state sectors and will focus on personnel, financing and health care program development. Specific critical policy issues will be examined through case studies. Prerequisite: HCM 3110 or permission of the instructor. [Dual-listed with HCM 4550.]

**HCM 5560. Managed Care/(3).On Demand.** This course describes the basic concepts and incentives of risk as applied to health insurance. The principles of third party payment and health insurance in the form of managed care are explained in detail. The course emphasizes how health care managers interact with managed care organizations to include contract negotiations, utilization review and reimbursement management. Prerequisite: HCM 3110 or permission of the instructor. [Dual-listed with HCM 4560.]

**HCM 5570. Health Care Financing/(3).F.** This course focuses on a variety of public and private third party mechanisms for financing health care services. A review shall be made of the various trends and constraints associated with each mechanism. Particular attention shall be paid to the role of private health insurance and government reimbursement mechanisms for health services. Prerequisites: HCM 3110, HCM 3130, FIN 3680, or permission of the instructor. [Dual-listed with HCM 4570.]

**HCM 5950. Seminar in Health Care Management/(3).F;S.** This is a capstone course that integrates all COB core and HCM course material through case and scenario analyses. The course will require students to apply concepts of accounting, financial management, marketing, business planning, operations management and strategic management specifically to the unique environmental, regulatory, legal, ethical and professional demands of the health care industry. Prerequisites: HCM 3110, HCM 3130; or permission of the instructor. [Dual-listed with HCM 4950.]

**GRADUATE COURSES IN MANAGEMENT (MGT)**

**MGT 5040. Employment Law/(3).F.** An examination of regulation of employment relationships in statutory (state and federal), common, and administrative law. Topics will include regulation of hiring, compensation and benefits, termination, and workplace safety. Laws emphasized will include Title 7 of Civil Rights Act, Worker Compensation, Fair Labor Standards Act, and the Occupational Safety and Health Act.

**MGT 5065. Organizational Development/(3). On Demand.** A study of the process by which behavioral science knowledge and practices are used to help organizations achieve greater effectiveness. Emphasis on nature, history, assumptions, strategies and models, intervention techniques, and ramifications of organizing development. (Same as PSY 5065.)

**MGT 5150. Behavioral Applications in Business/(3). On Demand.** This course aims to give the student practice in applying concepts and techniques useful in solving managerial, organizational and human behavior problems. It will highlight current research and theoretical background in social sciences oriented to the solutions of business problems. Prerequisite: graduate standing.

**MGT 5160. Strategic Human Resource Management/(3).S.** Designed as a capstone course in the interdisciplinary M.A. degree in Industrial- Organizational Psychology and Human Resource Management. A study of human resource policy and strategy and their application to the solution of strategic problems of the firm. Prerequisite: completion of 24 hours in an Appalachian graduate program.

**MGT 5450. New Venture Management/(3). On Demand.** An examination of the requisites associated with successful development and implementation of innovative strategies and new ventures in both entrepreneurial and intreprenurial environments. Among the factors to be considered are the feasibility, operational planning, funding, initiation, and follow-through of innovative ventures. Prerequisites: admission to the MBA Program; CIS 5280; FIN 5020.

**MGT 5500. Independent Study/(1-4).F;S.**

**MGT 5530-5549. Selected Topics/(1-4).On Demand.**

**MGT 5570. Compensation and Human Resource Management Systems/(3).F;S.** This course presents practical tools, methods, and a systems perspective to help advance students' understanding of human resource management. The course covers compensation, benefits and related human resource functions such as performance appraisal, job analysis and selection practices. Prerequisite: MGT 3620. [Dual-listed with MGT 4570.]

**MGT 5620. Managing the Global Workforce/(3).On Demand.** Focuses on the impact of global competition and multinational status of an organization on the management of human assets. Topics include organizational context; global expansion and HR planning; international recruitment, selection, and repatriation; compensation of expatriates; performance management; and HR issues in international joint ventures and alliances.

**MGT 5630. Labor Relations/(3).F;S.** A study of labor-management relations with emphasis on management's relations with organized labor. Lecture, discussion and cases are used to study the reasons employees join unions, the laws that apply, and the process of working out a labor contract after it is negotiated. Prerequisite: MGT 3620 or permission of the instructor. [Dual-listed with MGT 4630.]

**MGT 5660. Staffing/(3).F.** A study of techniques used in employee selection and placement. Emphasis is on job and task analysis and the application of psychology in recruitment, biographical data, interviewing, work samples, assessment centers, rating scales, and testing. (Same as PSY 5660.)

**MGT 5661. Performance Management/(3).S.** The study of methods used to describe and measure work behavior. Specific attention is given to developing competencies in job analysis and performance management in order to facilitate the evaluation of employee contributions to organizational success. (Same as PSY 5661.)

**MGT 5671. Training and Development/(3).On Demand.** A study of the roles, functions, and skills of human resource development professionals. Consideration given to such topics as the philosophy and psychology of HRD, the design and implementation of training and development programs, and the major program areas and organizational settings for HRD. (Same as PSY 5671.)

**MGT 5672. Advanced Organizational Psychology/(3).On Demand.** An examination of theory and research focused on individual and social processes in organizations. Topics include organizational research methods, job attitudes, mood, work stress, motivation, leadership, work groups and teams, prosocial behaviors, organizational culture and climate, and organizational theory and structure. (Same as PSY 5672.)

**MGT 5700. Contemporary Issues in Management and Leadership/(3).On Demand.** This course is designed to explore theories and practical applications of management and leadership in organizational settings. The major emphasis is on building the managerial and leadership skills necessary to diagnose and provide remedies for organizational level problems. Subjects covered include: management, leadership, strategic vision, organizational culture and values, motivation and empowerment, teams, leading diversity, and leading organizational change. Prerequisite: MGT 3630 or MGT 3010. [Dual-listed with MGT 4700.]

**MGT 5730. Small Business Institute/(3).On Demand.** The Small Business Institute provides graduate students an opportunity to act in a consulting capacity; under faculty supervision, in an operating small business. The purpose is to provide an experiential learning opportunity generally not available in the classroom. Each student is assigned to a business and is responsible for determining the source of the problem being addressed, proposing alternative solutions, and estimating the costs and benefits associated with implementing the proposed solutions. Prerequisites: acceptance into the MBA Program or graduate standing and permission of the instructor.

**MGT 5770. Social Responsibilities of Management/(3).F;S.** A study of the economic, legal, political, and social environment within which business process takes place; how such environment affects the decisions managers must make. Prerequisite: MGT 3630 or MGT 3010. [Dual-listed with MGT 4770.]

**MGT 5900. Internship/(6).SS.** A full-time work experience for a minimum of ten weeks in a setting expected to provide meaningful and challenging exposure to issues of human resource management. Prerequisites: admission to candidacy in the interdisciplinary masters program in Industrial-Organizational Psychology and Human Resource Management, and permission of the internship coordinator. Graded on an S/U basis.

**MGT 5989. Graduate Research/(1-9).F;S.** This course is designed to provide access to University facilities for continuing graduate research at the master's and specialist's levels. Graded on an S/U basis. MGT 5989 does not count toward a degree.