

MOUNT MARY UNIVERSITY

BUSINESS ADMINISTRATION: HUMAN RESOURCES

SCHOOL OF ARTS & SCIENCES

The Business Administration major prepares students for managerial positions and graduate studies by developing skills in effective communication, logical problem solving, and responsible decision making. The human resources courses will address key HR areas such as staffing, training and development, compensation, benefits and labor-management relation. Coursework is designed around standards set by SHRM, which will prepare students for the association's professional certification.

In the context of a well-balanced liberal arts education, students will acquire business knowledge and gain valuable skills in problem solving, creative thinking, business ethics, leadership and effective communication. Mount Mary emphasizes a team-based, collaborative teaching and learning approach to develop the whole person.

Upon completion of this major, a student will be able to:

- **Demonstrate creative and critical thinking in the decision-making process.** By researching and assessing information for credibility and usefulness, students learn to use appropriate quantitative analyses for solving problems, and analyzing consequences resulting from decisions.
- **Develop a sensitivity to differing cultural values and issues.** Students gain an understanding of the importance of cultural diversity in business, and evaluate how global markets impact business.
- **Exhibit purposeful and polished oral and written communication.** Focused on both individual communication and peer collaboration, students recognize the significance of effective communication and professional behavior with internal and external business partners.
- **Formulate and support an organizational vision, mission and values.** By integrating personal ethical concepts and value systems in decision-making, students learn to be effective leaders.
- **Strategically plan, assess and revise business strategies.** Learning about operational, strategic and tactical planning, students build capacity to plan and manage businesses.

Additional Programs in the School of Business

- **Certificate Program in Business Administration**
We welcome students who already hold a bachelor's degree to return for a post-bccalaureate certificate in business administration or accounting.
- **Minors**
Students may choose to add a business dimension to a major in other departments by selecting a minor in entrepreneurship, business merchandising, or business administration.

EXCELLENT JOB PLACEMENT RECORD

Business administration graduates are employed in many different sectors including education, government, nonprofits, public companies and private business. A sampling of career options include:

- Banker
- Benefits Specialist Manager
- Community Relations Specialist
- Corporate Trainer
- Customer Service Representative
- Human Resources Manager
- Insurance specialist
- Marketing Manager
- Office Manager
- Retail Specialist

MAJOR

CORE

ELECTIVES

FRESHMAN YEAR

FALL Courses		SPRING Courses	
FYS 100 First Year Seminar	3	ENG 120 College Research Writing	3
ENG 110 Intro to College Writing	3	Artistic Inquiry Core	3
COM 105 Professional Presentations	3	Civic Engagement Core	3
MAT 105 Algebra I	4	MAT 111 Algebra II	4
BUS 109 Data and Digital Literacy	3	COM 235 Intercultural Communication	3
TOTAL	16 credits	TOTAL	16 credits

SOPHOMORE YEAR

FALL Courses		SPRING Courses	
Global Perspectives Core	3	Scientific Inquiry Core	3
BUS 211 Financial Accounting	3	BUS 302 Macroeconomics	3
BUS 301 Microeconomics	3	BUS 309 Human Resource Management	3
BUS 303 International Bus & Economics	3	MAT 216 Statistics	4
PSY 220 Industrial Psychology	3	Minor/Elective	3
TOTAL	15 credits	TOTAL	15 credits

JUNIOR YEAR

FALL Courses		SPRING Courses	
Human Connection Core	3	Theology Course	3
BUS 205 Personal Finance	3	BUS 335 Management Information Systems	3
BUS 362 Principles of Management	3	BUS 375 Business Law	3
BUS 453 Staffing, Compensation, & Benefits	3	BUS 455 Employee & Labor Relations	3
Minor/Elective	3	Minor/Elective	3
TOTAL	15 credits	TOTAL	15 credits

SENIOR YEAR

FALL Courses		SPRING Courses	
BUS 454 Training & Development	3	BUS 375 Business Law	3
BUS 498 Internship	3	BUS 456 Diversity, Equity & Inclusion	3
Minor/Elective	1	ENG 419 Technical and Business Communication	3
Minor/Elective	3	Minor/Elective	3
Minor/Elective	3	Minor/Elective	
TOTAL	15 credits	TOTAL	15 credits

UPDATED SEPTEMBER 2024

This example four-year plan is intended to outline the number and types of courses a student might take in order to fulfill the degree, major, core and elective requirements to graduate. Students meet with their academic advisor each semester to review progress toward fulfilling their degree requirements.



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