



The Campus

Southern Oregon University combines many of the best features of both private and public colleges: small-enrollment classes, teachers who know and work directly with their students; and a faculty and staff fully committed to education, both in and beyond the classroom. In the School of Business we prepare graduates who can write clearly, think critically, work effectively in groups and who are aware of the societal issues facing business here and abroad.

The Setting

Nestled at the base of the Siskiyou Mountains in the Rogue Valley of Southern Oregon, SOU is surrounded by forests, mountains, lakes, and rivers providing a spectacular setting for outdoor sports such as hiking, rafting, and skiing. In addition, the University and community are focal points of cultural activity gaining national recognition for the Oregon Shakespeare Festival and the Britt Music Festival.

Program Coordinator

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Certificate in Management of Human Resources
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CMHR

Certificate in Management of Human Resources

2019-20 CATALOG



The **Certificate in Management of Human Resources Program** equips candidates with specialized skills for working with the most important resource at an organization – people. Students develop a practical knowledge base that draws from the following areas:

- Interviewing & Staff Selection
- Training Design & Implementation
- Team Building
- Employee Relations & Conflict Resolution
- Management of a Diverse Workforce
- Performance Appraisal & Management
- Compensation Design & Administration
- Employee Benefits
- Legal and Regulatory Practices
- Personnel Policies & Programs
- Labor & Union Relations
- Health & Safety

Certificate Requirements

To pursue this certificate, students must be in one of the following categories:

- Current SOU students who are meeting the requirements for the BA or BS degree
- Students who already have a BA or BS degree (post-baccalaureate), or
- Students who have completed approximately two years of college coursework or have at least three years of significant professional work experience and meet the prerequisites for admission to certificate program.

The CMHR is offered jointly by Business, Communication, and Psychology. This interdisciplinary format requires the completion of a 16-credit prerequisite series, a 28-credit core, and 4 elective credits chosen from one of the three joint disciplines.

All courses taken for the certificate must be completed with a grade of C- or better. A minimum GPA of 2.5 must be maintained in all courses taken for the certificate. Students must complete 20 of the final credits of the certificate at SOU. This certificate program is open to undergraduates, graduates, and post-baccalaureate students.

Certificate in Management of Human Resources

I feel the CMHR adds value to my degree because of the additional courses I completed that were specifically focused on human resources. It also shows my dedication to the HR profession, to our employees, and my employers.

— E. SIMAS

Prerequisites (16 credits)

BA 324 - Business Communication	4
(or other upper division research writing course upon approval of Certificate Coordinator)	
COMM 125 - Interpersonal Communication	4
Or COMM 225 - Small Group Communication	4
BA 374 - Principles of Management	4
PSY 202 - General Psychology	4

Required Core Courses (28 credits)

COMM 330 - Interviewing and Listening	4
COMM 475 - Organizational Communication	4
Or BA 475 - Organizational Behavior	4
BA 481 - Principles of Human Resource Management	4
BA 486 - Strategic Staffing	4
BA 409 - Internship (for BA/BS Majors)*	1-12
Or COMM 409B - Internship (Communication Studies)*	1-15
Or PSY 409B - Internship: Human Service*	1-6

* 4 credits required. Must be approved by certificate coordinator

Choose two courses from the following list:

COMM 448 - Mediation and Conflict Management	4
Or PSY 448 - Mediation and Conflict Management	4
COMM 455 - Conflict Resolution	4
COMM 456 - Negotiation	4
PSY 438 - Group Dynamics	4
PSY 443 - Process of Behavior Change	4

Electives Courses (4 credits)

COMM 200 - Communication Across Cultures	4
COMM 455 - Conflict Resolution	4
BA 407 - Seminar**	1-12
BA 476 - Business Ethics	4
BA 478 - Corporate Law	4
BA 492 - Working with Emotional Intelligence	4
PSY 334 - Social Psychology	4
PSY 407 - Seminar**	1-10
PSY 438 - Group Dynamics	4
PSY 443 - Process of Behavior Change	4
PSY 453 - Stress Management	4
PSY 487 - Multicultural Psychology	4

** Must be in a related area and be approved in advance by the certificate advisor.