



DEPARTMENT OF
HIGHER EDUCATION &
WORKFORCE DEVELOPMENT

New Program Report

Date Submitted:

03/21/2023

Institution

Missouri State University

Site Information

Implementation Date:

8/21/2023 12:00:00 AM

Added Site(s):

Selected Site(s):

Missouri State University, 901 South National, Springfield, MO, 65897

CIP Information

CIP Code:

521001

CIP Description:

A program that generally prepares individuals to manage the development of human capital in organizations, and to provide related services to individuals and groups. Includes instruction in personnel and organization policy, human resource dynamics and flows, labor relations, sex roles, civil rights, human resources law and regulations, motivation and compensation systems, work systems, career management, employee testing and assessment, recruitment and selection, managing employee and job training programs, and the management of human resources programs and operations.

CIP Program Title:

Human Resources Management/Personnel Administration, General

Institution Program Title:

Human Resource Management

Degree Level/Type

Degree Level:

Bachelor's Degree

Degree Type:

Bachelor of Science

Options Added:

Collaborative Program:

N

Mode of Delivery

Current Mode of Delivery

Classroom

Student Preparation

Special Admissions Procedure or Student Qualifications required:

No special preparation is required



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Specific Population Characteristics to be served:

MSU undergraduate students

Faculty Characteristics

Special Requirements for Assignment of Teaching for this Degree/Certificate:

Advanced degrees in management, human resource management, or a closely related discipline

Estimate Percentage of Credit Hours that will be assigned to full time faculty:

>90% full time faculty

Expectations for professional activities, special student contact, teaching/learning innovation:

Typical and normal faculty continued professional development, scholarly activity, and course preparation.

Student Enrollment Projections Year One-Five

Year 1	Full Time: 118	Part Time: 0	
Year 2	Full Time: 118	Part Time: 0	
Year 3	Full Time: 118	Part Time: 0	Number of Graduates: 118
Year 4	Full Time: 118	Part Time: 0	
Year 5	Full Time: 118	Part Time: 0	Number of Graduates: 118

Percentage Statement:

n/a

Program Accreditation

Institutional Plans for Accreditation:

In addition to the College of Business' current AACSB accreditation, and consistent with our current major option (being deleted and replaced by this proposed program, we will align the major requirements with the current Society for Human Resource Management guidance.

Program Structure

Total Credits:

120

Residency Requirements:

None beyond the MSU requirements

General Education Total Credits:

45

Major Requirements Total Credits:

27

Course(s) Added

COURSE NUMBER	CREDITS	COURSE TITLE
MGT 447	3	International Management (or)
MGT 341	3	Organizational Behavior and Leadership



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MGT 410	3	Venue Management (or)
MGT 451	3	Human Resource Acquisition
ACC 311	3	Managerial Cost Accounting
MGT 546	3	Direct Compensation System Management
MGT 465	3	Managing the Human Resource Environment and Employee Relationship
MGT 345	3	Designing, Managing and Evaluating Human Resources Management Programs
MGT 450	3	Human Resource Development (or)
ECO 310	3	Labor Economics (or)
MGT 466	3	Advanced Issues in Human Resources Management (as 1 elective)
QBA 337	3	Applied Business Statistics
RMI 314	3	Employee Benefits and Social Insurance

Free Elective Credits:

0

Internship or other Capstone Experience:

None

Assurances

I certify that the program is clearly within the institution's CBHE-approved mission. The proposed new program must be consistent with the institutional mission, as well as the principal planning priorities of the public institution, as set forth in the public institution's approved plan or plan update.

I certify that the program will be offered within the proposing institution's main campus or CBHE-approved off-site location.

I certify that the program will not unnecessarily duplicate an existing program of another Missouri institution in accordance with 6 CSR 10-4.010, subsection (9)(C) Submission of Academic Information, Data and New Programs.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the program can be launched with minimal expense and falls within the institution's current operating budget.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

Contact Information

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Green

Email: carolgreen@missouristate.edu



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Phone: 418-836-4652

Complete New Catalog Description

Human Resource Management (Comprehensive)
Bachelor of Science

Major requirements (27 hours)

All students majoring in business must also satisfy all College of Business Core requirements. Hours required in the college core range from 36 to 51 depending on major.

1. ACC 311(3); MGT 341(3), 345(3), 450(3) or 451(3), 465(3), 546(3); QBA 337(3); RMI 314(3).
2. One course from: ECO 310(3); MGT 410(3), 447(3), 466(3).

University level requirements:

1. General Education Program and Requirements
2. General Baccalaureate Degree Requirements



- PUBLIC
- INDEPENDENT

NEW PROGRAM PROPOSAL FOR ROUTINE REVIEW

When finished, please save and email to: he.academicprogramactions@dhe.mo.gov

Sponsoring Institution: Missouri State University

Program Title: Human Resource Management

Degree/Certificate: Choose degree type

If other, please list: BS

Options: None

Delivery Site: Missouri State University – Springfield Campus

CIP Classification: 52.1001

Implementation Date: 8/21/2023

Is this a new off-site location? Yes No

If yes, is the new location within your institution’s current CBHE-approved service region?

**If no, public institutions should consult the comprehensive review process*

Is this a collaborative program? Yes No

**If yes, please complete the collaborative programs form on last page.*

CERTIFICATIONS

- The program is within the institution’s CBHE approved mission. *(public only)*
- The program will be offered within the institution’s CBHE approved service region. *(public only)*
- The program builds upon existing programs and faculty expertise
- The program does not unnecessarily duplicate an existing program in the geographically-applicable area.
- The program can be launched with minimal expense and falls within the institution’s current operating budget. *(public only)*

AUTHORIZATION

John Jasinski, Provost	<i>John Jasinski</i>	3/21/2023
Name/Title of Institutional Officer	Signature	Date

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below.

Quantification of performance goals should be included wherever possible.

1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.
No special preparation is required

- Characteristics of a specific population to be served, if applicable.
MSU undergraduate students

2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
Advanced degrees in management, human resource management, or a closely related discipline

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.
>90% full time faculty

- Expectations for professional activities, special student contact, teaching/learning innovation. Typical and normal faculty continued professional development, scholarly activity, and course preparation.

3. Enrollment Projections

- Student FTE majoring in program by the end of five years.
118

- Percent of full time and part time enrollment by the end of five years.
100% full time / 0% part time

STUDENT ENROLLMENT PROJECTIONS

YEAR	1	2	3	4	5
Full Time	118	118	118	118	118
Part Time	0	0	0	0	0
Total	118	118	118	118	118

4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.
118

- Special skills specific to the program.

Students will develop skills to guide the flow of workforce for businesses, organizations and companies and to handle the roles and duties required of an HR professional.

- Proportion of students who will achieve licensing, certification, or registration.
N/A. While certifications (e.g., SHRM) do exist, they are not commonly required for entry-level positions in this field.
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.
Like all students in the College of Business, Human Resources Management majors will complete the Major Fields Test (MFT) during their strategic management course (MGT487). Anticipated results are similar to those from current College and Department majors.
- Placement rates in related fields, in other fields, unemployed.
>85% placement in related fields based on Missouri State University graduate outcomes data from 2020-2021 for a comparable degree (B.S. Management with Option in Human Resources Management)
- Transfer rates, continuous study.
[Click here to enter text](#)

5. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide rationale.
In addition to the College of Business' current AACSB accreditation, and consistent with our current major option (being deleted and replaced by this proposed program, we will align the major requirements with the current Society for Human Resource Management guidance.

6. Program Structure

- A. Total credits required for graduation: 120
- B. Residency requirements, if any:
None beyond the MSU requirements
- C. General education: Total credits:
45-49

Courses (specific courses OR distribution area and credits)

Distribution Area	Credits	Course Title
Foundations	2	First-Year Seminar
	3	Written Communication & Info Literacy
	3	Oral Communication
	3-5	Quantitative Literacy
	3	Written Comm. & Integrative & Applied Learning
Natural World	3-4	Life Sciences

	3-5	Physical Sciences
Human Cultures	6	Social and Behavioral Sciences
	3	Humanities
	3	The Arts
Public Affairs	6	US & MO Constitutions/American History and Institutions
	3	Cultural Competence
	3	Public Issues

D. Major requirements: Total credits: 27

Course Number	Credits	Course Title
ACC 311	3	Managerial Cost Accounting
MGT 341	3	Organizational Behavior and Leadership
MGT 345	3	Designing, Managing and Evaluating Human Resources Management Programs
MGT 450 or	3	Human Resource Development
MGT 451	3	Human Resource Acquisition
MGT 465	3	Managing the Human Resource Environment and Employee Relationship
MGT 546	3	Direct Compensation System Management
QBA 337	3	Applied Business Statistics
RMI 314	3	Employee Benefits and Social Insurance
Total	24	
ECO 310 or	3	Labor Economics
MGT 410 or	3	Venue Management
MGT 447 or	3	International Management
MGT 466	3	Advanced Issues in Human Resources Management
Total Major	27	

E. Free elective credits: **0**

(sum of C, D, and E should equal A)

F. Requirements for thesis, internship or other capstone experience:

None

G. Any unique features such as interdepartmental cooperation:

None

7. Need/Demand

Student demand

Market demand

Societal demand

I hereby certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful.

On July 1, 2011, the Coordinating Board for Higher Education began provisionally approving all new programs with a subsequent review and consideration for full approval after five years.

COLLABORATIVE PROGRAMS

- **Sponsoring Institution One:**
- **Sponsoring Institution Two:**
- **Other Collaborative Institutions:**
- **Length of Agreement:**
- **Which institution(s) will have degree-granting authority?**
- **Which institution(s) will have the authority for faculty hiring, course assignment, evaluation and reappointment decisions?**
- **What agreements exist to ensure that faculty from all participating institutions will be involved in decisions about the curriculum, admissions standards, exit requirements?**
- **Which institution(s) will be responsible for academic and student-support services, e.g., registration, advising, library, academic assistance, financial aid, etc.?**
- **What agreements exist to ensure that the academic calendars of the participating institutions have been aligned as needed?**

Please save and email this form to: he.academicprogramactions@dhe.mo.gov

Statement of Rationale

The Management Department currently offers the comprehensive Management BS degree with three major options: Administrative Management, Human Resources Management, and International Business Administration. We have decided to move these three major options to standalone comprehensive majors. The current proposal establishes Human Resources Management as one such major and accompanies proposals similarly establishing the other two majors and deleting the Management major in its current form.

Estimated Costs for First Five Years

There are no estimated costs for the Human Resources Management (BS) program for the first five years. We anticipate no estimated costs because we are currently administering the program under a major with options, but are creating standalone majors from those options.

Human Resource Management (comp) - BS new program	
Major requirements (27 hours)	Total credits required for graduation = 120
Proposed CIP CODE - 03.0207	
CORE COURSES (24 credit hours)	
ACC 311	Managerial Cost Accounting
	Function of cost accounting; means and methods of its applications in specific accounting situations
MGT 341	Organizational Behavior and Leadership
	An in-depth study of individual and organizational behaviors, processes, and leadership. Such areas as individual differences, group dynamics, organizational processes, organizational change/development, and culture and ethics will be addressed utilizing a variety of interactive teaching methods.
MGT 345	Designing, Managing and Evaluating Human Resources Management Programs
	Developing competitive advantage through people by establishing strategic human resource programs including staffing, training, performance management, and compensation initiatives, with a focus on human resource metrics in decision-making and program evaluation.
MGT 450	Human Resource Development
	The design, implementation and evaluation of employee development programs. Topics covered include: training needs, analysis, learning theory, training methods, validity, and legal requirements. Specific employee development programs are discussed as they relate to executives, managers, and supervisors in organizations.
MGT 451	Human Resource Acquisition
	An in-depth study of the application of Federal and state laws and regulations to HRM practices regarding the acquisition of human resources, appropriate and effective techniques of job analysis, HR planning, recruitment, and a detailed study of techniques and procedures for ensuring valid and effective selection of employees.
MGT 465	Managing the Human Resource Environment and Employee Relationship
	Managing the employment relationship and the environment of human resources through the study of the legal, regulatory, and contextual considerations of the work environment. Topics include labor and employment law, workplace safety and health regulation, compensation regulation, and employee rights and responsibilities.
MGT 546	Direct Compensation System Management
	Development and management of job-based and individual-based pay systems using job evaluation, skill/competency analysis and certification, wage surveys, and related techniques. The development of performance appraisal systems and the creation of individual-based, team-based, and aggregate performance-based pay systems are studied with emphasis on the strategic aspects of pay, internal consistency, external competitiveness, and legal compliance
QBA 337	Applied Business Statistics
	Business application of hypothesis testing, tests of goodness of fit and independence, analysis of variance, regression analysis and correlation, nonparametric methods, time series and forecasting, statistical process control, and decision theory. Computer statistical packages will be utilized in analysis of a variety of applications problems.
RMI 314	Employee Benefits and Social Insurance
	The study of group life and health insurance, retirement programs, Social Security, and other social insurance programs as devices to mitigate economic losses from death, disability, medical costs, retirement, and unemployment in relation to personal and business risk problems.
ADDITIONAL COURSE (3 credit hours)	
ECO 310	Labor Economics
	Factors determining the market for labor; examination of the economic effects of trade unions; recent trends in the labor force and the labor share of national income.
MGT 410	Venue Management
	Study of the management of venues such as convention centers, sports arenas, theme parks, performing arts centers, etc. Topics addressed include technical, financial, legal, risk, contracting, and political implications.
MGT 447	International Management
	A study of management principles and practices as they relate to the management of international organizations. Emphasis is placed on understanding, analyzing, and integrating managerial concepts within the context of cross-cultural settings
MGT 466	Advanced Issues in Human Resources Management
	An in-depth study of practical human resource management issues and the steps involved in the design and implementation of employee selection systems, training programs, and performance appraisal systems. Included are methods of job analysis and the design and utilization of appraisal forms useful to managers. Based on practical considerations, some experiential techniques are used. Recent developments relevant to human resources practices will also be covered.