

# MNA: MANAGEMENT: APPLIED

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<b>Courses</b>	Credit(s)	Contact	Lab
MNA 2320. HUMAN RESOURCES RECRUITMENT, SELECTION AND STAFFING. HUMAN RESOURCES RECRUITMENT, SELECTION AND STAFFING Prerequisite: MAN 2300 This course examines how the functions of recruitment, selection and staffing/training fit into a Human Resources Department. Students will practice analyzing position, recruiting qualified applicants, interviewing candidates for employment and, once hired, orient and train them.	3	3	0
MNA 2325. COMPENSATION AND BENEFITS SYSTEMS. COMPENSATION AND BENEFITS SYSTEMS Prerequisite: MAN 2300 This course discusses various compensation and benefits plans, legal issues, and the administration of compensation and benefits plans. Emphasis is on providing a basic understanding of the business concepts utilized in the compensation and benefits area.	3	3	0
MNA 2329. CASE STUDIES IN HUMAN RESOURCES MANAGEMENT. CASE STUDIES IN HUMAN RESOURCES MANAGEMENT Prerequisites: MAN 2300, MNA 2320, MNA 2325, and MNA 2403 This course uses a case study, experiential/simulated learning approach to build upon and apply Human Resources Management concepts. Students will develop and apply their communications and employee relation skills and problem-solving and decision-making abilities to cases that reflect work-related, human resources challenges.	3	3	0
MNA 2403. HUMAN RESOURCE MANAGEMENT LAW. HUMAN RESOURCE MANAGEMENT LAW Prerequisites: BUL 2241 and MAN 2300. This course is a study of law as it applies to the management of human resources. Particular emphasis is placed on the impact of legal issues, laws, and organization policies on the employee-employer relationship.	3	3	0