

## **PROGRAMS**

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### **Bachelor of Science in Business Administration (BSBA) Major in Human Resource Management**

Academic Year 2018-2019

Reference CMOs: CMO 17, s. 2017, CMO 4, s.2018 and CMO 20,s. 2013

#### **Curriculum Description**

The Bachelor of Science in Business Administration major in Human Resource Management program prepares the graduate for a career in the Human Resource Department of any organization, handling the many diverse human capital requirements of the organization, including recruitment, staffing, training and career development.

#### **Program Objectives**

To produce business professionals who:

1. Assume supervisory and/or managerial responsibilities within their organization;
2. Pursue graduate studies in business and management; and
3. Manage a business.

#### **Program Outcomes**

Students of BS Business Administration should be able to:

1. Analyze the business environment for strategic direction;
2. Prepare operational plans;
3. Innovate business ideas based on emerging industry;
4. Manage a strategic business unit for economic sustainability; and
5. Conduct business research.

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**CURRICULUM**  
**Bachelor of Science in Business Administration (BSBA)**  
**Major in Human Resource Management**  
Academic Year 2018-2019  
Reference CMOs: CMO 17, s. 2017, CMO 4, s.2018 and CMO 20,s. 2013

<b>FIRST YEAR</b>					
<b>FIRST SEMESTER</b>					
Course Code	Course Title	Units	Hour/s		Pre-Requisite/s
			Lec	Lab	
<b>GEd 102</b>	Mathematics in the Modern World	3	3	0	
<b>GEd 108</b>	Art Appreciation	3	3	0	
<b>ECO 101</b>	Basic Microeconomics	3	3	0	
<b>MGT 101</b>	Human Resource Management	3	3	0	
<b>PE 101</b>	Physical Fitness, Gymnastics and Aerobics	2	2	0	
<b>NSTP 111</b>	National Service Training Program 1	3	3	0	
	<b>Total</b>	<b>17</b>	<b>17</b>	<b>0</b>	

<b>FIRST YEAR</b>					
<b>SECOND SEMESTER</b>					
Course Code	Course Title	Units	Hour/s		Pre-Requisite/s
			Lec	Lab	
<b>GEd 101</b>	Understanding the Self	3	3	0	
<b>GEd 109</b>	Science, Technology, and Society	3	3	0	
<b>HRM 101</b>	Administrative and Office Management	3	3	0	MGT 101
<b>HRM 102</b>	Organizational Behavior	3	3		MGT 101
<b>PE 102</b>	Rhythmic Activities	2	2	0	PE 101
<b>NSTP 121</b>	National Service Training Program 2	3	3	0	NSTP 111
	<b>Total</b>	<b>17</b>	<b>17</b>	<b>0</b>	

<b>SECOND YEAR</b>					
<b>FIRST SEMESTER</b>					
Course Code	Course Title	Units	Hour/s		Pre-Requisite/s
			Lec	Lab	
<b>LAW 201</b>	Law on Obligations and Contracts	3	3	0	
<b>TAX 301</b>	Income Taxation	3	3	0	
<b>FILI 101</b>	Kontekswalisadong Komunikasyon sa Filipino	3	3	0	
<b>LITR 102</b>	ASEAN Literature	3	3	0	
<b>GEd 104</b>	The Contemporary World	3	3	0	
<b>HRM 203</b>	Recruitment and Selection	3	3	0	MGT 101, HRM 101
<b>PE 103</b>	Individual And Dual Sports	2	2	0	PE 101
	<b>Total</b>	<b>20</b>	<b>20</b>	<b>0</b>	

<b>SECOND YEAR</b>					
<b>SECOND SEMESTER</b>					
<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>	<b>Hour/s</b>		<b>Pre-Requisite/s</b>
			<b>Lec</b>	<b>Lab</b>	
<b>FILI 102</b>	Filipino sa Iba't-ibang Disiplina	3	3	0	
<b>GEd 106</b>	Purposive Communication	3	3	0	
<b>GEd 103</b>	Life and Works of Rizal	3	3	0	
<b>MGT 202</b>	Good Governance and Social Responsibility	3	3	0	GEd 107
<b>HRM 204</b>	Labor Law and Legislation	3	3	0	MGT 101, LAW 201
<b>BPO 201</b>	Fundamentals of Business Process Outsourcing (BPO)	3	3	0	
<b>PE 104</b>	Team Sports	2	2	0	PE 101
	<b>Total</b>	<b>20</b>	<b>20</b>	<b>0</b>	

<b>THIRD YEAR</b>					
<b>FIRST SEMESTER</b>					
<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>	<b>Hour/s</b>		<b>Pre-Requisite/s</b>
			<b>Lec</b>	<b>Lab</b>	
<b>MGT 303</b>	Operations Management with Total Quality Management	3	3	0	
<b>GEd 107</b>	Ethics	3	3	0	
<b>MGT 304</b>	International Business and Trade	3	3	0	
<b>BPO 302</b>	Business Communication	3	3	0	BPO 201
<b>GEd 105</b>	Readings in Philippine History	3	3	0	
<b>HRM 305</b>	Training and Development	3	3	0	HRM 203
<b>HRM 306</b>	Labor Relations and Negotiations	3	3	0	HRM 204
	<b>Total</b>	<b>21</b>	<b>21</b>	<b>0</b>	

<b>THIRD YEAR</b>					
<b>SECOND SEMESTER</b>					
<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>	<b>Hour/s</b>		<b>Pre-Requisite/s</b>
			<b>Lec</b>	<b>Lab</b>	
<b>HRM 310</b>	Research Methods Applied in Human Resource Management	3	3	0	HRM 305 HRM 306
<b>MGT 305</b>	Entrepreneurial Management	3	3	0	
<b>BPO 303</b>	Service Culture	3	3	0	BPO 302
<b>HRM 307</b>	Compensation Administration	3	3	0	HRM 204; HRM 306
<b>HRM 308</b>	Organizational Development	3	3	0	HRM 305
<b>HRM 309</b>	Performance Management	3	3	0	HRM 305
	<b>Total</b>	<b>18</b>	<b>18</b>	<b>0</b>	

<b>FOURTH YEAR</b>					
<b>FIRST SEMESTER</b>					
<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>	<b>Hour/s</b>		<b>Pre-Requisite/s</b>
			<b>Lec</b>	<b>Lab</b>	
<b>HRM 413</b>	Special Topics in Human Resource Management with Seminar	3	3	0	MGT 101
<b>HRM 412</b>	International Human Resource Management	3	3	0	MGT 101
<b>ANA 401</b>	Business Analytics	3	2	1	
<b>HRM 411</b>	Human Resource Management Thesis Writing	3	3	0	HRM 310
<b>MGT 406</b>	Strategic Management	3	3	0	MGT 303
	<b>Total</b>	<b>15</b>	<b>14</b>	<b>1</b>	

<b>FOURTH YEAR</b>					
<b>SECOND SEMESTER</b>					
<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>	<b>Hour/s</b>		<b>Pre-Requisite/s</b>
			<b>Lec</b>	<b>Lab</b>	
<b>HRM 414</b>	Practicum / Work Integrated Learning for Human Resource Management (600 hrs)	6	0	6	Regular Standing
	<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>	