

Human Resource and Workforce Development Education (HRWD)

Academic Adviser, Undergraduate HRWD

106 Graduate Education Building

479-575-4690

hrwd@uark.edu (pgerke@uark.edu)

The undergraduate Human Resource and Workforce Development Education (HRWD) program is specifically designed for adults who want to complete a bachelor's degree that opens doors to opportunity and personal growth. HRWD curriculum prepares individuals to apply integrated training, organizational development, and career planning and counseling skills to the design, management, and evaluation of programs to improve individual productivity, employability, job satisfaction, and organizational effectiveness. Undergraduates also obtain a solid academic base to pursue a graduate degree. This major does not lead to traditional licensure for teachers in Arkansas.

All students start the program as pre-HRWD majors. To be admitted into the HRWD major, the students must meet the following criteria:

1. Have three or more years of full-time work experience or equivalent.

2. Complete all 35 hours of university core courses, including the Pre-HRWD requirement:

Math course chosen from:	3
MATH 1313 Quantitative Reasoning (ACTS Equivalency = MATH 1113)	
MATH 2053 Finite Mathematics	
MATH 2183 Mathematical Reasoning in a Quantitative World	
STAT 2303 Principles of Statistics (ACTS Equivalency = MATH 2103)	
Economics course or courses chosen from:	3-6
ECON 2143 Basic Economics: Theory and Practice	
ECON 2013 Principles of Macroeconomics (ACTS Equivalency & ECON 2023 = ECON 2103) and Principles of Microeconomics (ACTS Equivalency = ECON 2203)	

3. Have a 2.5 or higher GPA, or have a 2.5 or higher GPA on HRWD required courses after completing 12 hours of HRWD coursework.

Human Resource and Workforce Development (HRWD) Major

University Core Requirements 35

3-6 hours Pre-HRWD Economics Requirement chosen from:

ECON 2143 Basic Economics: Theory and Practice
 or ECON 2013 Principles of Macroeconomics (ACTS Equivalency = & ECON 2023 = ECON 2103)
 and Principles of Microeconomics (ACTS Equivalency = ECON 2203)

3 hours Pre-HRWD Math requirement chosen from:

MATH 2183 Mathematical Reasoning in a Quantitative World
 or MATH 2053 Finite Mathematics

or STAT 2303 Principles of Statistics (ACTS Equivalency = MATH 2103)

or MATH 1313 Quantitative Reasoning (ACTS Equivalency = MATH 1113)

Electives 34

Up to 19 credit hours of electives can include technical credit that can be obtained through experiential learning credits and/or faculty approved courses. ¹

HRWD Required Courses

18 hour Career Development Pillar

HRWD 3113	Foundations of Human Resource Development	3
HRWD 3123	Career Development	3
HRWD 4113	The Generational Dynamics in the Workplace	3
HRWD 3133	Writing for Human Resource and Workforce Development Professionals	3
HRWD 4123	Strategic Human Resource Development	3
HRWD 4133	International Human Resource Development and Cultural Differentiation	3

15 hour Organization Development Pillar

HRWD 3213	Organization Development	3
HRWD 3223	Managing Human Resource Development Programs	3
HRWD 4213	Workplace Diversity and Human Resource Development	3
HRWD 4223	Professional and Leadership Development	3
HRWD 4233	HRD Legal and Ethical Issues	3

18 hour Training and Development Pillar

HRWD 3313	Training and Development	3
HRWD 3323	Designing and Developing Human Resource Development Programs	3
HRWD 3333	Communication in Human Resource and Workforce Development	3
HRWD 4313	Human Resource Development Program and Product Evaluation	3
HRWD 4323	Instructional Technology and Design	3
HRWD 4333	Human Resource Development Capstone	3

Total Hours 120

1. **Experiential Learning** HRWD 450V
- Credits from HRWD faculty approved National Occupational Competency Testing Institute (NOCTI) assessments accepted and assessed by the HRWD faculty NOCTI coordinator.
 - American Council on Education (ACE) and Council on Adult and Experiential Learning (CAEL) credits as accepted by the University of Arkansas' undergraduate policy will also be accepted by the undergraduate HRWD program for Experiential Learning HRWD 450V credits.
 - 3 credit hours will be awarded for recognition from the American Society for Training and Development (ASTD) as a Certified Professional in Learning and Performance (CPLP).
 - Credits will be given for earning from Society for Human Resource Management (SHRM) Professional in Human Resources (PHR) and Senior Professional in Human Resources (SPHR) certification. 1 credit hour will be awarded for PHR certification. 3 credit hours for SPHR certification. If a student enters the undergraduate HRWD program with PHR certification and obtains SPHR certification while in the program, they will be given an additional 2 credit hours for a maximum of 3 credit hours.
 - A maximum of 3 credit hours of Continuing Education Unit (CEU) will be accepted. 15 hours of continuing education equals 1 CEU and equals 1 credit hour.
 - A maximum of 6 hours of ROTC credit will be granted for military service in accordance with the current University of Arkansas Policy.
2. **Faculty Approved courses**
- Sanctioned by HRWD faculty.
 - Related to one of the HRWD areas, including psychology, organizational behavior, adult education, occupational counseling, skill testing and evaluation, program design and evaluation, consulting practice, organizational development, training, management, development, customer service, or total quality management.

Human Resource and Workforce Development Education Semester Plan

The nature of the Human Resource Development major excludes it from ACT 1014 eight-semester degree-completion program requirements. The HRWD degree is a 120 hour degree in accordance with ACT 747.

Presented below is a typical plan for completing this degree in four semesters; individual student plans may vary significantly.

If fewer credits than needed are earned through technical credits, completing additional appropriate coursework will require heavier course loads and/or additional semesters to graduate. The 19 hours of technical requirements can be completed at any time during the four semester program. Students are not required to complete courses during the summer, but courses may be offered. Students may be able to finish the program sooner if they enroll in summer courses.

Earned prior to Fall Semester Year 1

University Core	35
Must specifically include:	
PSYC 2003	General Psychology (ACTS Equivalency = PSYC 1103)
MATH 1203	College Algebra (ACTS Equivalency = MATH 1103)
Pre-HRWD Core	21
To include:	
COMM 1313	Public Speaking (ACTS Equivalency = SPCH 1003)
ECON 2143	Basic Economics: Theory and Practice

	or ECON 2013 Principles of Macroeconomics (ACTS Equivalency = ECON 2103)	
	or ECON 2023 Principles of Microeconomics (ACTS Equivalency = ECON 2203)	
ENGL 3053	Technical and Report Writing (ACTS Equivalency = ENGL 2023)	
MATH 2183	Mathematical Reasoning in a Quantitative World	
6 hours of General Electives		
Total Hours		56
First Year		Units
		Fall Spring
HRWD 3113	Foundations of Human Resource Development	3
HRWD 3123	Career Development	3
HRWD 3213	Organization Development	3
HRWD 3313	Training and Development	3
HRWD 3223	Managing Human Resource Development Programs	3
HRWD 3323	Designing and Developing Human Resource Development Programs	3
HRWD 4113	The Generational Dynamics in the Workplace	3
Complete all planned NOCTI tests by March, if any, approved by HRWD adviser and enroll in technical requirement hours (if applicable)		
HRWD 4213	Workplace Diversity and Human Resource Development	3
Year Total:		12 12

Second Year		Units
		Fall Spring
HRWD 4123	Strategic Human Resource Development	3
HRWD 4133	International Human Resource Development and Cultural Differentiation	3
HRWD 4223	Professional and Leadership Development	3
HRWD 4323	Instructional Technology and Design	3
Complete all planned NOCTI tests, if any, approved by HRWD adviser and enroll in technical requirement hours (if applicable)		
HRWD 4233	HRD Legal and Ethical Issues	3
HRWD 4313	Human Resource Development Program and Product Evaluation	3
HRWD 4333	Human Resource Development Capstone	3
Complete all planned NOCTI tests, if any, approved by HRWD adviser and enroll in technical requirement hours (if applicable)		
Year Total:		12 9
Total Units in Sequence:		45

Combined Totals

Credits earned prior to Fall Semester Year 1	56
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Credits in HRWD sequence	45
Posted HRWD Technical Requirements	19
Total for Degree	120

Beck, Jules K., Ph.D., M.S., B.A. (University of Minnesota-Twin Cities), Clinical Assistant Professor, 2004.

Biggs, Bobbie T., Ph.D. (Texas A&M University), M.S., B.S. (University of Arkansas), Professor, 1979.

Dieffenderfer, Vicki, Ph.D., M.S., B.S. (University of Tennessee), Clinical Assistant Professor, 2015.

Hughes, Clarethia, Ph.D. (Virginia Polytechnic Institute and State University), M.S. (North Carolina State University), M.B.A. (University of Arkansas), B.A. (Clemson University), Professor, 2004.

Samuels, Mandel, M.B.A. (University of Arkansas), B.A. (Oklahoma State University), Clinical Instructor, 2012.

Schmidtke, Carsten M., Ph.D. (Oklahoma State University), M.A., B.A. (Christian-Albrechts University), Assistant Professor, 2008.

Courses

HRWD 200V. Work Knowledge. 1-19 Hour.

Credit by advanced standing examination for job knowledge as measured by program approved National Occupational Competency Testing Institute (NOCTI) assessments. May be repeated for up to 19 hours of degree credit.

HRWD 3113. Foundations of Human Resource Development. 3 Hours.

Presents the theory and processes associated with human resource development (HRD) used to design and measure interventions in the areas of organization development, personnel training and development, and career development. Students will analyze organizations and study global implications of HRD, and survey topics in human resource management (HRM) that distinguish HRM from HRD. Prerequisite: Students must be admitted to the University of Arkansas and to the HRWD program.

HRWD 3123. Career Development. 3 Hours.

This course introduces the concepts of career development and career theories. Career development in both the private and public sectors will be explored. Students will gain knowledge that should enable them to be effective in developing their careers and those of others.

HRWD 3133. Writing for Human Resource and Workforce Development Professionals. 3 Hours.

This course focuses on the types of formal reports typically prepared by Human Resource Development professionals with an emphasis on preparation, data collection and research, organization, style, format, graphics, and technical descriptions.

HRWD 3213. Organization Development. 3 Hours.

This undergraduate-level course presents the theory and practice of organization development (OD) as a means for performance improvement at various levels, including organization, departmental unit, work group, and individual. The course covers the processes of OD, interventions, theories, and practice of OD life goals.

HRWD 3223. Managing Human Resource Development Programs. 3 Hours.

The basic aim of this course is to equip the students to examine the essential aspects of the theory and practice of managing human resource development programs. Employees require higher level of analytical, problem solving and creative skills. This course aims to help students develop the skills of employee through better understanding of mechanisms for employment equity, transparency, intellectual capital, e-learning, and career development. This course is designed to guide students through an in depth process of identifying, analyzing, and synthesizing elements related to developing, articulating, and implementing an organizational vision, mission, and strategic plan for HRD programs. Prerequisite: Junior standing.

HRWD 3313. Training and Development. 3 Hours.

This course addresses the acquisition of professional skills and strategies associated with creating and maintaining training and development activities in the workplace. It involves a regular class/workshop situation where training and development skills are practiced and encouraged and a work-based situation where skills are tried and implemented as well as assessed.

HRWD 3323. Designing and Developing Human Resource Development Programs. 3 Hours.

Students will learn to design and develop training programs. The focus is on need for training, application of learning principles, writing instructional objectives and plans, designing active training methods, using visual aids, working with groups, and evaluating training. Pre- or Corequisite: HRWD 3113 and HRWD 3313. Prerequisite: Junior standing.

HRWD 3333. Communication in Human Resource and Workforce Development. 3 Hours.

This course offers instruction on types of communication commonly encountered by Human Resource Development professionals. Emphasis is on audience and purpose analysis, topic research, visual aids, and delivery methods. Activities include preparation and delivery of extemporaneous speeches, team communication, communication with clients, and preparation and delivery of training sessions.

HRWD 4113. The Generational Dynamics in the Workplace. 3 Hours.

Focus of study on the concepts of individual and generational differences among employees in the workplace; what they are and how they affect workplace teaching and learning. Prerequisite: Senior standing.

HRWD 4123. Strategic Human Resource Development. 3 Hours.

This course introduces students to the theories and principles of Strategic HRD. Methods of aligning HRD strategy with the business strategy of the organization are discussed. Prerequisite: Junior standing.

HRWD 4133. International Human Resource Development and Cultural Differentiation. 3 Hours.

This course is designed to introduce students to concepts of international HRD and cultural differentiation that must be acknowledged when developing programs for all employees in the workplace. Prerequisite: Senior standing.

HRWD 4213. Workplace Diversity and Human Resource Development. 3 Hours.

Students will study workplace diversity and the role of HRD in implementing workplace diversity strategies and programs. Prerequisite: Senior standing.

HRWD 4223. Professional and Leadership Development. 3 Hours.

Students are introduced to professional and leadership development theories and principles. Methods and strategies for succession planning, self-development, and change are discussed. Prerequisite: Junior standing.

HRWD 4233. HRD Legal and Ethical Issues. 3 Hours.

This course covers the major employment law facts and concepts used in human resource development. Applications of the key concepts and facts are emphasized in the class. Knowledge of the employment law facts and concepts and their applications at the workplace is vital for the human resource development professional. Prerequisite: Junior standing.

HRWD 4313. Human Resource Development Program and Product Evaluation. 3 Hours.

This course covers the evaluation of HRD programs and products used in the workplace. Students will develop methods of assessing the viability of programs and products to best meet the needs of the organization. Prerequisite: Senior standing.

HRWD 4323. Instructional Technology and Design. 3 Hours.

This course addresses the application of instructional technology and design associated with the needs assessment and design of course materials in human resource development. The emphasis is on the learner in workplace situations. The course will cover the history of the field and its current status. Prerequisite: Junior standing.

HRWD 4333. Human Resource Development Capstone. 3 Hours.

This course will serve as the assessment course for students in the HRWD program. The course work will evaluate all aspects of the HRD curriculum, specifically the three pillars of HRD: career development, organization development, and training and development. Prerequisite: HRWD 3113, HRWD 3213, HRWD 3313 and senior standing.

HRWD 440V. Human Resource Development Practicum/Internship. 1-6 Hour.

The purpose of this course is to apply the HRD theories and best practices studied in the program curriculum with the workplace. May be repeated for up to 12 hours of degree credit.

HRWD 450V. Experiential Learning. 1-19 Hour.

This course is limited to persons qualifying for experiential credit to be applied to the Human Resource Development Concentration only. Credit is awarded for documented experiential or occupational learning based on a standardized format as suggested by the Council for the Advancement of Experiential Learning (CAEL). Credit for certain occupational training or professional certifications may also be earned using the American Council on Education (ACE) guidelines. May be repeated for up to 19 hours of degree credit.