You will be participating in an SF State event where audio and video is being recorded.

By participating in this event, you consent to audio recording, video recording and its/their release, publication, exhibition, or reproduction to be used for news, web casts, promotional purposes, telecasts, advertising on web sites, or for any other purpose(s) that SF State, its vendors, partners, affiliates and/or representatives deems fit to use. You release SF State, its officers and employees, and each and all persons involved from any liability connected with the taking, recording, digitizing, or publication of interviews, photographs, computer images, video and/or or sound recordings.

You have been fully informed of your consent, waiver of liability, and release before participating in this SF State Event.
Welcome to our Fall 2020 Information Session
AGENDA

1. Overview
2. Fundamentals Program
3. Professional Program
4. Fall Schedule
5. Program Statistics
6. Get Started
7. Requesting Certificate
8. Faculty
9. Q&A
OVERVIEW

- Human Resources Management program serves students who are new to the HR field along with practicing professionals seeking growth
- Classes are located in San Francisco State University Downtown campus

**Due to Campus closure, classes will be held online for the Fall 2020 semester**
- We offer courses in Spring, Summer, and Fall
- Course selections are based on past enrollments & trends
Covers the Essentials of HR
- Eight required courses
- Required to be completed in 2 years
- 14 hours of instructions for each course, 114 hours total
- Typical Class Schedule: 6-9:30PM for 4 week days, or 9AM-5PM for 2 Saturdays

**Due to campus closure, classes will be held online for the Fall 2020 semester**

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>CEU</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM 9080</td>
<td>HRM Overview (Prerequisite)</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9085</td>
<td>Talent Acquisition &amp; Retention</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9090</td>
<td>Workforce Development</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9115</td>
<td>Employment Laws, Regulations, &amp; Compliance</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9120</td>
<td>Compensation &amp; Benefits</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9125</td>
<td>Employee Relations</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9130</td>
<td>From Diversity to Equity: Managing Institutional Transformation</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9135</td>
<td>Integrated Application of Human Resource Management Concepts, Principles, &amp; Practices (*Take this course after completing all other required courses)</td>
<td>1.4</td>
</tr>
</tbody>
</table>

Program Cost: $3,120  
Per Course: $390
**PROFESSIONAL PROGRAM (8.4CEU)**

- Prerequisite: HR Fundamentals, HR Degree, or 5+ years of work experience
- Six required courses
- Required to be completed in 2 years
- 14 hours of instructions for each course, 84 hours total
- Typical Class Schedule: 6-9:30PM for 4 week days, or 9AM-5PM for 2 Saturdays

**Due to campus closure, classes will be held online for the Fall 2020 semester**

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>CEU</th>
</tr>
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<tbody>
<tr>
<td>HRM 9330</td>
<td>HR Technologies</td>
<td>1.4</td>
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<tr>
<td>HRM 9335</td>
<td>Data-Driven Decisions in HR</td>
<td>1.4</td>
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<tr>
<td>HRM 9320</td>
<td>Organizational Development</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9300</td>
<td>Performance &amp; Talent Management</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9305</td>
<td>Effective Progressive Disciplinary Practices</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9315</td>
<td>Conflict Resolution &amp; Mediation</td>
<td>1.4</td>
</tr>
<tr>
<td>HRM 9340</td>
<td>Investigating &amp; Responding to Formal Complaints *Prerequisite: Successful completion of HRM 9115: Employment Laws, Regulations, and Compliance</td>
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</table>

Program Cost: $2,340
Per Course: $390
<table>
<thead>
<tr>
<th>Sub &amp; Catalog</th>
<th>Description</th>
<th>Pattern</th>
<th>Start Date</th>
<th>End Date</th>
<th>Start</th>
<th>End</th>
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</thead>
<tbody>
<tr>
<td>HRM 9080</td>
<td>HRM Overview (Prerequisite)</td>
<td>Asynchronous</td>
<td>8/25/2020</td>
<td>9/15/2020</td>
<td></td>
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<tr>
<td>HRM 9085</td>
<td>Talent Acquisition &amp; Retention</td>
<td>Tue</td>
<td>10/13/2020</td>
<td>11/3/2020</td>
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<tr>
<td>HRM 9125</td>
<td>Employee Relations</td>
<td>Thu</td>
<td>9/17/2020</td>
<td>10/8/2020</td>
<td>6:00PM</td>
<td>9:30PM</td>
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<tr>
<td>HRM 9130</td>
<td>From Diversity to Equity: Managing Institutional Transformation</td>
<td>Thu</td>
<td>10/15/2020</td>
<td>11/5/2020</td>
<td>6:00PM</td>
<td>9:30PM</td>
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<tr>
<td>HRM 9330</td>
<td>HR Technologies</td>
<td>Wed</td>
<td>9/16/2020</td>
<td>10/7/2020</td>
<td>6:00pm</td>
<td>9:00pm</td>
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<td>HRM 9300</td>
<td>Performance &amp; Talent Management</td>
<td>Asynchronous</td>
<td>8/25/2020</td>
<td>9/15/2020</td>
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<td></td>
</tr>
<tr>
<td>HRM 9305</td>
<td>Effective Progressive Disciplinary Practices</td>
<td>Wed</td>
<td>10/14/2020</td>
<td>11/4/2020</td>
<td>6:00PM</td>
<td>9:30PM</td>
</tr>
<tr>
<td>HRM 9315</td>
<td>Conflict Resolution &amp; Mediation</td>
<td>Asynchronous</td>
<td>9/21/2020</td>
<td>10/12/2020</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Free Online Courses for COVID-19 Essential Workers**
Qualified students can take their first course free of charge. The second course is 50% off.
[https://cel.sfsu.edu/essential/classes](https://cel.sfsu.edu/essential/classes)
Here are some of the positions that our graduates obtained:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Estimate Average Salary based on SF as of 7/24/2020 Glassdoor</th>
<th>Certificate Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR Assistant</td>
<td>$45,887</td>
<td>Fundamentals</td>
</tr>
<tr>
<td>People Operations Coordinator</td>
<td>$55,843</td>
<td>Fundamentals</td>
</tr>
<tr>
<td>HR Coordinator</td>
<td>$53,248</td>
<td>Fundamentals</td>
</tr>
<tr>
<td>Office Manager</td>
<td>$52,179</td>
<td>Professional</td>
</tr>
<tr>
<td>HR Generalist</td>
<td>$67,707</td>
<td>Fundamental Issues (old curriculum)</td>
</tr>
<tr>
<td>HR Manager</td>
<td>$104,065</td>
<td>Fundamental Issues (old curriculum)</td>
</tr>
<tr>
<td>HR Administrator</td>
<td>$59,873</td>
<td>Fundamental Issues (old curriculum)</td>
</tr>
<tr>
<td>Staffing Analyst</td>
<td>$81,289</td>
<td>Professional</td>
</tr>
<tr>
<td>Senior People &amp; Culture Generalist</td>
<td>$164,794</td>
<td>Fundamental Issues (old curriculum)</td>
</tr>
</tbody>
</table>
GET STARTED

If you do not have an SFSU ID & Password, Use “Quick Admit” to create a new ID. https://cel.sfsu.edu/register/register-pay#collapse1

Ways to Register:

1. **Online Registration – Self Service**
   - Register & pay online with Gateway
   - Instructions: https://cel.sfsu.edu/register/gateway-instructions

2. **Online Registration – Staff Assist**
   - Complete the online registration form, and you will be contact within 24 hours
   - Link: https://cel.sfsu.edu/register/easy-form

3. **Phone Registration**
   - Call (415-405-7700)
   - Hours: Monday – Friday, 9AM–5PM. Please have your SFSU ID and Class Numbers ready

4. **In-Person Registration *temporarily unavailable**
   - Complete the Registration form: https://cel.sfsu.edu/sites/default/files/documents/register/reqform.pdf
   - Drop off the form at Main Campus or Downtown Campus

Main Campus Address:
San Francisco State University
One Stop Student Services Center, SSB 101
1600 Holloway Avenue
San Francisco, CA 94132-4033

Downtown Campus Address:
SF State Downtown Campus
835 Market Street
6th Floor
San Francisco, CA 94103
Visit: https://cel.sfsu.edu/certificate-request

1. Certificate of Completion Request Form

   First Name *
   
   Last Name *
   
   SF State ID *

2. Select the Certificate you have completed
3. Submit

*Please wait until all your grades are posted prior to applying
*4 weeks for digital certificate, 6 weeks for hard copy
See the full description of our faculty here [https://cel.sfsu.edu/hrm/faculty](https://cel.sfsu.edu/hrm/faculty)
FACULTY

See the full description of our faculty here: https://cel.sfsu.edu/hrm/faculty

Sheila Ryan
Chief People Officer

Shannon Clawson
Associate Attorney

Jonathan Wong
Immigration and Employment Lawyer

Dawn Thomas
HR Practitioner
THANK YOU!

Questions?

Contact Information:
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knv@sfsu.edu

Program Coordinator
Lily Vo
(415) 817-4247
Hvo3@sfsu.edu