

# Undergraduate Training Program for Human Resource Management

Major code: 120206

Major Name: Human Resource Management

Discipline: Management (12); Business Administration (1202)

## 1、 Training objectives

This major cultivates well-rounded individuals with moral, intellectual, and physical development, possessing good scientific and cultural qualities, proficient in knowledge of management, economics, labor law, and human resource management, systematically mastering modern human resource management practices, possessing socialist core values, cultural heritage, professional ethics, and aviation mission, and capable of engaging in human resource management in enterprises and institutions as high-quality and versatile human resource management application talents. The specific objectives are as follows:

Training objective 1: Possess application skills. Having a solid foundation in humanities, sociology, economics, management, and specialized knowledge in human resource management, proficient in computer operation and application skills, possessing a certain level of foreign language comprehensive application ability, mastering scientific research methods, understanding the latest trends and developments in the field of human resource management, and competent in positions such as human resource management.

Training objective 2: Possess management skills. Comprehensively and systematically master the theories, methods, and techniques of human resource management, and possess the ability to creatively carry out human resource management work; Be familiar with labor and personnel laws and regulations, understand the relevant guidelines and policies of China's human resources management, and be able to handle labor relations according to law; Understand the theoretical frontiers and development trends of this discipline, master the basic methods of literature search and data retrieval, and possess preliminary scientific research abilities. Capable of holding positions such as middle-level management in enterprises.

Training objective 3: Possess innovative abilities. Have business thinking and discerning thinking, and be able to use information technology, mathematical modeling, and business theory to apply the human resources management system in the Internet+big data environment, and use modern human resources management tools to support the enterprise's human resources planning, recruitment, performance, compensation and other management, and be competent for such positions as human resources director.

Training objective 4: Possess developmental abilities. Understand the national, social, and business environment, master the basic policies and relevant regulations in the field of national economy and management, have an international perspective, and be able to communicate across cultures; Having a passion for exploring the unknown, keen observation ability, rich imagination ability, and lifelong learning ability, able to adapt to social and personal sustainable development.

Training objective 5: Possess professional ethics. Having good political literacy, being able to practice socialist core values, possessing rich humanistic heritage, sensitive ethical awareness, good professional ethics and social responsibility, possessing qualities of dedication, love for work, compliance with laws and regulations, unity and cooperation, and a high sense of mission; Strong interpersonal skills, communication and coordination abilities, and a sense of teamwork, capable of effectively completing team collaboration.

Training objective 6: Have a healthy physique. Master the basic skills of scientific exercise, possess certain basic knowledge of sports and military, receive necessary military training, and meet the national standards for college students' sports and military qualification.

## 2、 Graduation requirements

Graduation requirement 1: Business knowledge. Having a solid foundation in humanities, mathematics, information technology, economics, management, and specialized knowledge in human resource management, mastering scientific research methods, and understanding the latest trends and developments in the field of human resource management.

Graduation Requirement 2: Thinking and Innovation. Having discerning thinking and innovative ability. Being able to identify, analyze, question, and evaluate phenomena and issues related to human resource management, and express personal opinions.

Graduation Requirement 3: Problem solving. Capable of solving management and control problems in various functional and cross functional departments of complex manufacturing industry, able to conduct comprehensive analysis and research on complex problems in this professional field, and propose corresponding countermeasures.

Graduation requirement 4: **Using tools**. Be able to apply mathematical knowledge, statistical knowledge, information technology methods and tools appropriately to solve practical problems.

Graduation Requirement 5: Communication and expression. Has strong communication and expression skills. Being able to communicate effectively through different ways of expression.

Graduation Requirement 6: Teamwork. Have a good sense of teamwork. Being able to get along harmoniously with team members, collaborate and work together, and play an active role as a member or leader in team activities.

Graduation Requirement 7: International Perspective. Having an international perspective and understanding. Understand the dynamics of international business management, pay attention to global issues, and understand and respect the differences and diversity of different cultures around the world.

Graduation Requirement 8: Lifelong Learning. Having the awareness of self-learning and lifelong learning, able to adapt to social and personal sustainable development.

Graduation Requirement 9: Comprehensive Literacy and Values. Having humanistic heritage, scientific spirit, professional ethics, and a sense of social responsibility, understanding national and social conditions, and practicing socialist core values.

## 3、 Core courses

Organizational behavior, human resource management, organizational design and job analysis, personnel quality assessment, performance management, compensation management, labor relations management, labor economics, labor law, and social security law.

#### 4、 Education System and Degree

Duration of study: The basic education system for this major is 4 years, and a flexible education system of 3 to 7 years is implemented.

Conferring degree: Bachelor of Management.

#### 5、 Course Structure and Credit Requirements

Students are required to take at least 158+7 (second class) credits within the school's designated time frame to graduate. The minimum credit requirements for various courses are shown in the table below.

|            |  |                            |                      |                    |                      |  |              |
|------------|--|----------------------------|----------------------|--------------------|----------------------|--|--------------|
|            | 130.5 credits for theoretical teaching   |                            |                      |                    |                      | Concentrated practical teaching (Compulsory) | Second class |
|            | Compulsory courses have 96 credits, accounting for 73.56%, while elective courses have 34.5 credits, accounting for 26.44% |                            |                      |                    |                      |  |              |
|            | General Education Course   |                            | Subject Basic Course | specialized course | Personalized courses |  |              |
|            | Compulsory   | take as an elective course |                      |                    |                      |  |              |
| credit     | 65 (8.5)   | 6                          | 16                   | 15                 | 28.5 (4.75)          | 27.5   | 5            |
| proportion | 44.94%   |                            | 10.13%               | 9.49%              | 18.04%               | 17.41%                                       |              |

Note: "( )" refers to the experimental (practical)/computer credits included in various theoretical courses.

#### 6、 Teaching process

### Teaching Progress Table of Human Resource Management Major

| Course category                     | group number    | Course code | Course Name   | Course nature | credit | Total class hours | Lecture hours | Experimental (practical) hours | Computer hours | start class semester |
|-------------------------------------|-----------------|-------------|---|---------------|--------|-------------------|---------------|--------------------------------|----------------|----------------------|
| General Education Compulsory Course | No group number | GB001A      | ESLIA   | Compulsory    | 3.0    | 48                | 48            | 0                              | 0              | 1                    |
|                                     |                 | YB005B      | Military Theory   | Compulsory    | 2.0    | 36                | 32            | 4                              | 0              | 1                    |
|                                     |                 | JB005A      | Fundamentals of Computer                                  | Compulsory    | 2.0    | 32                | 16            | 0                              | 16             | 1                    |
|                                     |                 | XB001A      | Ideological and Moral Cultivation and Basic Law Education | Compulsory    | 3.0    | 54                | 44            | 10                             | 0              | 1                    |
|                                     |                 | KB003A      | Calculus II A   | Compulsory    | 3.0    | 48                | 48            | 0                              | 0              | 1                    |
|                                     |                 | ZB002A      | Introduction to Critical Thinking and Innovative Thinking | Compulsory    | 0.5    | 10                | 10            | 0                              | 0              | 1                    |

| Course category          | group number  | Course code                    | Course Name  | Course nature | credit | Total class hours | Lecture hours | Experiential (practical) hours | Computer hours | start class semester |
|--------------------------|---|--------------------------------|--|---------------|--------|-------------------|---------------|--------------------------------|----------------|----------------------|
|                          |   | ZB005A                         | Career Planning for College Students   | Computory     | 1.0    | 16                | 16            | 0                              | 0              | 1                    |
|                          |   | ——                             | Sports Specialty   | Computory     | 4.0    |                   |               | 0                              | 0              | 1-4                  |
|                          |   | XB006A                         | Situation and Policy   | Computory     | 2.0    | 56                | 36            | 20                             | 0              | 1-7                  |
|                          |   | JB004B                         | Python Programming Design  | Computory     | 3.0    | 48                | 32            | 0                              | 16             | 2                    |
|                          |   | LB022B                         | Mental Health Education of University Students   | Computory     | 2.0    | 32                | 16            | 16                             | 0              | 2                    |
|                          |   | GB002B                         | ESLIB  | Computory     | 3.0    | 48                | 48            | 0                              | 0              | 2                    |
|                          |   | KB004A                         | Calculus II B  | Computory     | 5.0    | 80                | 80            | 0                              | 0              | 2                    |
|                          |   | XB002A                         | Introduction to Basic Principles of Marxism  | Computory     | 3.0    | 54                | 44            | 10                             | 0              | 2                    |
|                          |   | XB003B                         | Outline of Modern and Contemporary Chinese History   | Computory     | 3.0    | 54                | 44            | 10                             | 0              | 1                    |
|                          |   | ZB003B                         | Theory on Labor Education  | Computory     | 2.0    | 32                | 32            | 0                              | 0              | 2                    |
|                          |   | GB003B                         | ESLIC  | Computory     | 3.0    | 48                | 48            | 0                              | 0              | 3                    |
|                          |   | KB009A                         | Probability Theory and Mathematical Statistics   | Computory     | 3.5    | 56                | 56            | 0                              | 0              | 3                    |
|                          |   | XB004B                         | Introduction to Mao Zedong Thought and Socialist Theoretical System with Chinese Characteristics | Computory     | 5.0    | 90                | 64            | 26                             | 0              | 3                    |
|                          |   | ZB001B                         | Basic Curriculum of College Students Innovative Undertaking                                      | Computory     | 2.0    | 32                | 20            | 12                             | 0              | 3                    |
|                          |   | LB001A                         | College Chinese  | Computory     | 2.5    | 40                | 40            | 0                              | 0              | 3                    |
|                          |   | GB004A                         | ESLID  | Computory     | 3.0    | 48                | 48            | 0                              | 0              | 4                    |
|                          |   | KB008A                         | Linear Algebra   | Computory     | 2.5    | 40                | 40            | 0                              | 0              | 4                    |
|                          |   | ZB004A                         | National Security Education in Colleges  | Computory     | 1.0    | 16                | 16            | 0                              | 0              | 4                    |
|                          |   | ZB005B                         | Employment Guidance  | Computory     | 1.0    | 16                | 16            | 0                              | 0              | 6                    |
| Subtotals by category    |   |                                |  |               | 65     | 1034              | 894           | 108                            | 32             |                      |
| General elective courses | Take at least 6 credits. Among them, at least 2 credits must be taken in 8 art appreciation and aesthetic experience courses, including music appreciation, art appreciation, film and television appreciation, drama appreciation, dance appreciation, calligraphy appreciation, opera appreciation, and art introduction. |                                |  |               |        |                   |               |                                |                |                      |
| Subtotals by category    |   |                                |  |               | 6      |                   |               |                                |                |                      |
| Subject based courses    | No group number   | WB001A                         | Introduction of Subjects   | Computory     | 1.0    | 16                | 16            | 0                              | 0              | 1                    |
|                          |   | BB718A                         | Management   | Computory     | 3.0    | 48                | 48            | 0                              | 0              | 2                    |
|                          |   | CB101B                         | Microeconomics   | Computory     | 3.0    | 48                | 48            | 0                              | 0              | 3                    |
|                          |   | eight hundred and one thousand | Accounting Principles  | Computory     | 3.0    | 48                | 48            | 0                              | 0              | 2                    |

| Course category                       | group number                                     | Course code         | Course Name                             | Course nature              | credit | Total class hours | Lecture hours | Experimental (practical) hours | Computer hours | start class semester |
|---------------------------------------|--|---------------------|---|----------------------------|--------|-------------------|---------------|--------------------------------|----------------|----------------------|
|                                       |  | and four            |   |                            |        |                   |               |                                |                |                      |
|                                       |  | CB102B              | Macroeconomics                          | Compulsory                 | 3.0    | 48                | 48            | 0                              | 0              | 4                    |
|                                       |  | BB981A              | Organizational Behavior                 | Compulsory                 | 3.0    | 48                | 48            | 0                              | 0              | 3                    |
| Subtotals by category                 |  |                     |   |                            | 16     | 256               | 256           | 0                              | 0              |                      |
| monopolize line of business course    | No group number                                  | BB901A              | Human Resources Management              | Compulsory                 | 2.5    | 40                | 32            | 8                              | 0              | 3                    |
|                                       |  | BB911A              | Organization Design and Job Analysis    | Compulsory                 | 2.5    | 40                | 40            | 0                              | 0              | 3                    |
|                                       |  | BB912A              | Quality Assessment and Person Selection | Compulsory                 | 2.5    | 40                | 36            | 4                              | 0              | 4                    |
|                                       |  | BB913A              | Performance Management                  | Compulsory                 | 2.5    | 40                | 40            | 0                              | 0              | 5                    |
|                                       |  | BB915A              | Labor Relations Management              | Compulsory                 | 2.5    | 40                | 40            | 0                              | 0              | 5                    |
|                                       |  | BB914A              | Compensation Management                 | Compulsory                 | 2.5    | 40                | 40            | 0                              | 0              | 6                    |
| Subtotals by category                 |  |                     |   |                            | 15     | 240               | 228           | 12                             | 0              |                      |
| individual sexually changeable Chen g | monopolize line of business select emblem course | BX921A              | Human Resource Plan                     | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 3                    |
|                                       |  | LB201A              | Sociology                               | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 3                    |
|                                       |  | BX930A              | Psychology                              | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 3                    |
|                                       |  | BX922A              | Labor Standards                         | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 4                    |
|                                       |  | CB005A              | Statistics                              | Compulsory                 | 2.5    | 40                | 40            | 0                              | 0              | 4                    |
|                                       |  | AX119B              | Fundamentals of Business Law            | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 4                    |
|                                       |  | BB902A              | Labor Economics                         | take as an elective course | 3.0    | 48                | 48            | 0                              | 0              | 5                    |
|                                       |  | BX933A              | Smart recruitment                       | take as an elective course | 2.5    | 40                | 24            | 16                             | 0              | 5                    |
| AX701A                                | Foundation of Commercial Big Data                | take as an elective | 2.0                                     | 32                         | 32     | 0                 | 0             | 5                              |                |                      |

| Course category | group number   | Course code | Course Name                                | Course nature              | credit | Total class hours | Lecture hours | Experimental (practical) hours | Computer hours | start class semester |
|-----------------|--|-------------|--|----------------------------|--------|-------------------|---------------|--------------------------------|----------------|----------------------|
|                 |  |             |  | elective course            |        |                   |               |                                |                |                      |
|                 |  | AB003A      | Financial Management                       | take as an elective course | 3.0    | 48                | 48            | 0                              | 0              | 5                    |
|                 |  | BX703A      | Company Strategy                           | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 5                    |
|                 |  | HB020A      | Labor Law and Social Security Law          | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 6                    |
|                 |  | AX702A      | Commercial Big Data Tools and Applications | take as an elective course | 2.0    | 32                | 16            | 16                             | 0              | 6                    |
|                 |  | BB715A      | Business Ethics                            | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 6                    |
|                 |  | BX712A      | Corporate Governance                       | take as an elective course | 2.5    | 40                | 32            | 8                              | 0              | 6                    |
|                 |  | AX314A      | Enterprise Operations Research             | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 6                    |
|                 |  | AX313A      | Enterprise Operation Management            | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 7                    |
|                 | Subtotals for groups (at least 17.5 credits must be taken) |             |  |                            | 40.5   | 648               | 608           | 40                             | 0              |                      |
|                 | individual sexually selected embellish course              | BX923A      | Selected Readings In HRM Works             | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 4                    |
|                 |  | BX932A      | Team Building and Management               | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 4                    |
|                 |  | LB032A      | Speech and Eloquence                       | take as an                 | 2.0    | 32                | 32            | 0                              | 0              | 4                    |

| Course category | group number | Course code | Course Name   | Course nature              | credit | Total class hours | Lecture hours | Experimental (practical) hours | Computer hours | start class semester |
|-----------------|--------------|-------------|---|----------------------------|--------|-------------------|---------------|--------------------------------|----------------|----------------------|
|                 |              |             |   | elective course            |        |                   |               |                                |                |                      |
|                 |              | BX925A      | Lectures on Enterprise Human Resources Professional | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 5                    |
|                 |              | BX751A      | Cross-cultural Management                           | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 5                    |
|                 |              | BX521A      | Managerial Communication                            | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 5                    |
|                 |              | BX954A      | Enterprise Executive Search                         | take as an elective course | 2.0    | 32                | 24            | 8                              | 0              | 6                    |
|                 |              | AX615A      | HRM Theory Frontier and Writing                     | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 6                    |
|                 |              | BX929A      | Scientific Research Method                          | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 6                    |
|                 |              | CB042A      | Application of Management Statistics Software       | take as an elective course | 2.0    | 32                | 20            | 0                              | 12             | 6                    |
|                 |              | DB220A      | Management Information System                       | take as an elective course | 3.0    | 48                | 36            | 0                              | 12             | 6                    |
|                 |              | BX710A      | Innovation Management                               | take as an elective course | 2.5    | 40                | 40            | 0                              | 0              | 7                    |
|                 |              | GX003A      | Business English                                    | take as an elective course | 2.0    | 32                | 32            | 0                              | 0              | 7                    |
|                 |              | BB801A      | Marketing   | take as an                 | 2.5    | 40                | 40            | 0                              | 0              | 7                    |

| Course category | group number  | Course code   | Course Name                             | Course nature                    | credit   | Total class hours | Lecture hours | Experimental (practical) hours | Computer hours | start class semester |   |
|-----------------|---|---|---|----------------------------------|----------|-------------------|---------------|--------------------------------|----------------|----------------------|---|
|                 |   |   |   | elective course                  |          |                   |               |                                |                |                      |   |
|                 |   | CB405C  | International Finance                   | take as an elective course       | 2.5      | 40                | 40            | 0                              | 0              | 7                    |   |
|                 |   | CX002A  | International Trade Theory and Practice | take as an elective course       | 2.5      | 40                | 40            | 0                              | 0              | 7                    |   |
|                 | Subtotals for groups (at least 9 credits must be taken) |   |   |                                  | 37.0     | 592               | 560           | 8                              | 24             |                      |   |
|                 | particular color select embellish course                | PB001B  | Introduction to Civil Aviation          | take as an elective course       | 2.0      | 32                | 32            | 0                              | 0              | 2                    |   |
|                 |   | 0B001B  | Aviation Conspectus                     | take as an elective course       | 2.0      | 32                | 32            | 0                              | 0              | 2                    |   |
|                 |   | BX714B  | Aviation Corporate Culture              | take as an elective course       | 2.0      | 32                | 32            | 0                              | 0              | 4                    |   |
|                 |   | CB107A  | Theory and Practice of Aviation Economy | take as an elective course       | 2.0      | 32                | 32            | 0                              | 0              | 4                    |   |
|                 |   | OX039A  | Aviation Model Design and Making        | take as an elective course       | 2.0      | 32                | 8             | 24                             | 0              | 5                    |   |
|                 |   | FX621A  | Mechanical Manufacturing Engineering    | take as an elective course       | 2.5      | 40                | 36            | 4                              | 0              | 5                    |   |
|                 |   | Subtotals for groups (at least 2 credits must be taken) |   |                                  |          | 12.5              | 200           | 172                            | 28             | 0                    |   |
|                 | Subtotals by category                                   |   |   |                                  | 90       | 1440              | 1340          | 76                             | 24             |                      |   |
|                 | Concentrated practical teaching                         | No group number   | YS001A                                  | Military Training                | practice | 2.0               | 0             | 0                              | 0              | 0                    | 1 |
|                 |   |   | BS513B                                  | Cognition of Business Enterprise | practice | 1.0               | 0             | 0                              | 0              | 0                    | 2 |
| ZS006A          |   |   | Practice on Labor Education             | practice                         | 0.5      | 0                 | 0             | 0                              | 0              | 2-7                  |   |
| ZS001A          |   |   | Metalworking Practice                   | practice                         | 2.0      | 0                 | 0             | 0                              | 0              | 3                    |   |



| Cour<br>se<br>cater<br>gory | grou<br>p<br>num<br>ber | Course<br>code | Course<br>Name   | Course<br>nature | credit | Total<br>class<br>hours | Lectur<br>e<br>hours | Experi<br>mental<br>(practi<br>cal)<br>hours | Com<br>pute<br>r<br>hour<br>s | start<br>class<br>semester |
|-----------------------------|-------------------------|----------------|--|------------------|--------|-------------------------|----------------------|--|-------------------------------|----------------------------|
| segme<br>nt                 |                         |                |  | e                |        |                         |                      |  |                               |                            |
|                             |                         | BS936A         | Comprehensive Experiment of Human Resources Management | practic<br>e     | 1.0    | 0                       | 0                    | 0  | 0                             | 4                          |
|                             |                         | BS938A         | HRM Information Inquiry                                | practic<br>e     | 1.0    | 0                       | 0                    | 0  | 0                             | 6                          |
|                             |                         | AS812A         | VBSE Enterprises Operation Comprehensive Training      | practic<br>e     | 1.0    | 0                       | 0                    | 0  | 0                             | 6                          |
|                             |                         | BS937A         | HRM Professional Skill Training                        | practic<br>e     | 1.0    | 0                       | 0                    | 0  | 0                             | 7                          |
|                             |                         | AS811A         | Professional Practice                                  | practic<br>e     | 4.0    | 0                       | 0                    | 0  | 0                             | 7                          |
|                             |                         | ZS003A         | Innovation and Entrepreneurship Practice               | practic<br>e     | 2.0    | 0                       | 0                    | 0  | 0                             | 8                          |
|                             |                         | AS886B         | Thesis   | practic<br>e     | 12.0   | 0                       | 0                    | 0  | 0                             | 3-8                        |
| Subtotals by category       |                         |                |  |                  | 27.5   | 0                       | 0                    | 0  | 0                             |                            |

## 7、 Study requirements

### 1. Course requirements for "Graduation Thesis"

The course of "Graduation Thesis" is conducted in accordance with the "Management Measures for the Four Year Consistent System of Graduation Thesis (Design) at Zhengzhou Aviation Institute" (School Teaching Letter [2019] No. 24), and adopts a "2+2+8" model, with 2 credits in the 4th and 6th semesters and 8 credits in the 8th semester.

### 2. Requirements for the Course of "Innovation and Entrepreneurship Practice"

The credits for "Innovation and Entrepreneurship Practice" are recognized according to the "Measures for the Recognition and Alternative Management of Undergraduate Innovation and Entrepreneurship Credits at Zhengzhou University of Aeronautical Industry Management" (Jiao [2020] No. 78).

### 3. Second Class

As one of the eligibility criteria for graduation, students must complete at least 5 credits for extracurricular activities. The second class activities include six categories: ideological growth, group learning experience, practical services, technological innovation, cultural and sports activities, and skill training. It is required that at least three of the six categories of activities do not score zero. The allocation of credits shall be assessed and implemented in accordance with the "Implementation Measures for the Second Class Transcript System for Undergraduate Students at Zhengzhou University of Aeronautical Industry Management (Trial)".

Reviewed by: Sun Zhaogang