

WORKFORCE ADMINISTRATION, BACHELOR OF SCIENCE (739)

Program Coordinator

Said Ghezal, said.ghezal@wku.edu, (270) 745-4285

Workforce Administration major (WFA) is an interdisciplinary major offered through the College of Education and Behavioral Sciences. The Workforce Administration major applies a professional perspective to the management of people, information, processes, and systems within the organization. The WFA major offers an interdisciplinary approach to the design, application, use, and management of information and organizational systems. Courses in the WFA program emphasize the human, technological, and organizational perspective. Students also take elective courses from various allied disciplines to complement their professional education. In a knowledge-oriented economy, organizations succeed on the basis of their innovation and management of information. The WFA major is designed to help students prepare for a rewarding career in this dynamic field.

Program Requirements (48 hours)

A baccalaureate degree requires a minimum of 120 unduplicated semester hours. More information can be found at www.wku.edu/registrar/degree_certification.php. (https://www.wku.edu/registrar/degree_certification.php)

Students who began WKU in the Fall 2014 and thereafter should review the Colonnade requirements located at: <https://www.wku.edu/colonnade/colonnaderequirements.php>. (<https://www.wku.edu/colonnade/colonnaderequirements.php>)

No minor or second major is required. All WFA courses must be completed with a grade of "C" or better. Enrollment in the WFA program is limited and based on student qualifications.

All students complete the ten-course (30-hour) core curriculum consisting of WFA 300, WFA 346, WFA 347, WFA 348, WFA 443, WFA 444, WFA 446, WFA 447, SPS 300, and SPS 400. Students must also complete 18 hours of relevant electives to be selected in consultation with the advisor.

Transfer students who have completed relevant coursework should petition the department with information about courses taken and what substitutions are being sought. Petitions will be reviewed by a faculty committee and recommendations approved by the director and dean of the college in a manner consistent with WKU guidelines.

Students who transfer to WKU with an applied associate degree (e.g., Associate of Applied Science) receive a 12-hour waiver from the overall upper-level course requirement.

Core Courses

Code	Title	Hours
WFA 300	Workforce Administration and Practice	3
WFA 346	Workforce Resource Development	3
WFA 347	Workforce Linkage and Applications	3

WFA 348	Workforce Structure	3
WFA 443	Workforce Planning and Assessment	3
WFA 444	Workforce Operations and Control	3
WFA 446	Workforce Reporting and Development	3
WFA 447	Workforce Processes and Technologies	3
SPS 300	Systems Thinking and Problem-Solving in Complex Organizations	3
SPS 400	Foundations of Global Citizenship	3
Total Hours		30

Program Electives

Code	Title	Hours
Select 18 hours of relevant electives completed in consultation with advisor		18
Total Hours		18

Finish in Four Plan

First Year			
Fall	Hours	Spring	Hours
Complete appropriate first-year courses to apply toward Associate of Applied Science (AAS).		15 Complete appropriate first-year courses to apply toward Associate of Applied Science (AAS).	15
		15	15
Second Year			
Fall	Hours	Spring	Hours
Complete appropriate first-year courses to apply toward Associate of Applied Science (AAS).		15 Complete appropriate first-year courses to apply toward Associate of Applied Science (AAS).	15
		15	15
Third Year			
Fall	Hours	Spring	Hours
WFA 300		3 WFA 443	3
WFA 346		3 WFA 444	3
WFA 347		3 WFA 446	3
WFA 348		3 WFA 447	3
General Elective		3 General Elective	3
		15	15
Fourth Year			
Fall	Hours	Spring	Hours
Concentration (Upper Level)		3 Concentration (Upper Level)	3
Concentration (Upper Level)		3 Concentration	3
Concentration		3 WFA Elective	3
SM Elective		3 WFA Elective	3
General Elective		3 Elective (Upper Level)	3
		15	15
Total Hours 120			