

Stream/ Specialization: **Human Resource Management**

SL. NO	COURSE CODE	COURSE TITLE	CATEGORY	CONTACT PERIODS	L	T	P	C
1.	BA5014	Entrepreneurship Development	PE	3	3	0	0	3
2.	BA5015	Industrial Relations and Labour Welfare	PE	3	3	0	0	3
3.	BA5016	Labour Legislations	PE	3	3	0	0	3
4.	BA5017	Managerial Behaviour and Effectiveness	PE	3	3	0	0	3
5.	BA5018	Organizational Theory, Design and Development	PE	3	3	0	0	3
6.	BA5019	Strategic Human Resource Management	PE	3	3	0	0	3

**BA5014**

**ENTREPRENEURSHIP DEVELOPMENT**

**L T P C**  
**3 0 0 3**

**OBJECTIVE:**

- To develop and strengthen entrepreneurial quality and motivation in students. To impart basic entrepreneurial skills and understandings to run a business efficiently and effectively.

**UNIT I ENTREPRENEURIAL COMPETENCE**

**6**

Entrepreneurship concept – Entrepreneurship as a Career – Entrepreneurial Personality - Characteristics of Successful, Entrepreneur - Knowledge and Skills of Entrepreneur.

**UNIT II ENTREPRENEURIAL ENVIRONMENT**

**12**

Business Environment - Role of Family and Society - Entrepreneurship Development Training and Other Support Organisational Services - Central and State Government Industrial Policies and Regulations - International Business.

**UNIT III BUSINESS PLAN PREPARATION**

**12**

Sources of Product for Business - Prefeasibility Study - Criteria for Selection of Product - Ownership - Capital - Budgeting Project Profile Preparation - Matching Entrepreneur with the Project - Feasibility Report Preparation and Evaluation Criteria.

**UNIT IV LAUNCHING OF SMALL BUSINESS**

**10**

Finance and Human Resource Mobilization Operations Planning - Market and Channel Selection - Growth Strategies - Product Launching – Incubation, Venture capital, IT startups.

**UNIT V MANAGEMENT OF SMALL BUSINESS**

**5**

Monitoring and Evaluation of Business - Preventing Sickness and Rehabilitation of Business Units- Effective Management of small Business.

**TOTAL: 45 PERIODS**

**OUTCOME:**

- Students will gain knowledge and skills needed to run a business.

**REFERENCES:**

1. Hisrich, Entrepreneurship, Edition 9, Tata McGraw Hill, New Delhi, 2014
2. S.S.Khanka, Entrepreneurial Development, S.Chand and Company Limited, New Delhi, (Revised Edition) 2013.
3. Mathew Manimala, Entrepreneurship Theory at the Crossroads, Paradigms & Praxis, Biztrantra, 2<sup>nd</sup> Edition, 2005
4. Prasanna Chandra, Projects - Planning, Analysis, Selection, Implementation and Reviews, Tata McGraw-Hill, 1996.
5. P.Saravanavel, Entrepreneurial Development, Ess Pee kay Publishing House, Chennai
6. 1997.
7. Arya Kumar. Entrepreneurship. Pearson, 2012.
8. Donald F Kuratko, T.V Rao. Entrepreneurship: A South Asian perspective. Cengage, 2012

**BA5015****INDUSTRIAL RELATIONS AND LABOUR WELFARE****L T P C  
3 0 0 3****OBJECTIVE:**

- To explore contemporary knowledge and gain a conceptual understanding of industrial relations.

**UNIT I INDUSTRIAL RELATIONS****7**

Concepts - Importance - Industrial Relations problems in the Public Sector - Growth of Trade Unions - Codes of conduct.

**UNIT II INDUSTRIAL CONFLICTS****12**

Disputes - Impact - Causes - Strikes - Prevention - Industrial Peace - Government Machinery - Conciliation - Arbitration - Adjudication.

**UNIT III LABOUR WELFARE****8**

Concept - Objectives - Scope - Need - Voluntary Welfare Measures - Statutory Welfare Measures - Labour - Welfare Funds - Education and Training Schemes.

**UNIT IV INDUSTRIAL SAFETY****9**

Causes of Accidents - Prevention - Safety Provisions - Industrial Health and Hygiene - Importance - Problems - Occupational Hazards - Diseases - Psychological problems - Counseling - Statutory Provisions.

**UNIT V WELFARE OF SPECIAL CATEGORIES OF LABOUR****9**

Child Labour - Female Labour - Contract Labour - Construction Labour - Agricultural Labour - Differently abled Labour - BPO & KPO Labour - Social Assistance - Social Security - Implications.

**TOTAL: 45 PERIODS****OUTCOME:**

- Students will know how to resolve industrial relations and human relations problems and promote welfare of industrial labour.

**REFERENCES :**

1. Mamoria C.B., Sathish Mamoria, Gankar, Dynamics of Industrial Relations, Himalaya Publishing House, New Delhi, 2012.

2. Arun Monappa, Ranjeet Nambudiri, Patturaja Selvaraj. Industrial relations & Labour Laws. Tata McGraw Hill. 2012.
3. Ratna Sen, Industrial Relations in India, Shifting Paradigms, Macmillan India Ltd., New Delhi, 2007.
4. C.S.Venkata Ratnam, Globalisation and Labour Management Relations, Response Books, 2007.
5. Srivastava, Industrial Relations and Labour laws, Vikas, 2007.
6. P.N.Singh, Neeraj Kumar. Employee relations Management. Pearson. 2011.
7. P.R.N Sinha, Indu Bala Sinha, Seema Priyadarshini Shekhar. Industrial Relations, Trade Unions and Labour Legislation. Pearson. 2004

**BA5016**

**LABOUR LEGISLATIONS**

**L T P C**  
**3 0 0 3**

**OBJECTIVE:**

- To have a broad understanding of the legal principles governing the employment relationship at individual and collective level.
- To familiarise the students to the practical problems inherent in the implementation of labour statutes.

Contained in the following acts are to be studied.

	Periods
1. The Factories Act, 1948	3
2. The Trade Unions Act, 1926	4
3. The Payment of Wages Act, 1936	3
4. The Minimum Wages Act, 1948	2
5. The Industrial Disputes Act, 1947	5
6. The Workmen's Compensation Act, 1923	2
7. The Payment of Gratuity Act, 1972	3
8. The Payment of Bonus Act, 1965	3
9. The Employee's Provident Fund & Misc. Act, 1952	3
10. The Employees State Insurance Act, 1948	4
11. The Industrial Employment (Standing Orders) Act, 1946	3
12. The Apprentices Act, 1961	2
13. The Equal Remuneration Act, 1976	2
14. The Maternity Benefit Act, 1961	2
15. Contract Labour Regulations and Abolition Act, 1970	2
16. The Child Labour Prevention and Regulation Act, 1986	2

**TOTAL: 45 PERIODS**

**OUTCOMES:**

- To appreciate the application of labour laws.
- Legal Provision relating to
  - a) Wages
  - b) Working Conditions and Labour Welfare
  - c) Industrial Relations
  - d) Social Security

## REFERENCES :

1. P.K. Padhi, Industrial Laws, PHI, 2008.
2. Kapoor N. D , Elements of Mercantile Law, Sultan Chand, 2008
3. Tax Mann, Labour Laws, 2008.
4. D. R. N. Sinha, Indu Balasinha & Semma Priyadarshini Shekar, Industrial Relation, Trade Unions and Labour Legislation, 2004.
5. Arun Monappa, Ranjeet Nambudiri, Patturaja Selvaraj. Industrial relations & Labour Laws. Tata McGraw Hill. 2012
6. Srivastava, Industrial Relations and Labour laws, Vikas, 2007.
7. Respective Bare Acts.

**BA5017**

**MANAGERIAL BEHAVIOUR AND EFFECTIVENESS**

**3 0 0 3**

**L T P C**

### OBJECTIVE:

- To examine managerial styles in terms of concern for production and concern for people. To assess different systems of management and relate these systems to organisational characteristics.

### UNIT I DEFINING THE MANAGERIAL JOB

**8**

Descriptive Dimensions of Managerial Jobs - Methods - Model - Time Dimensions in Managerial Jobs  
– Effective and Ineffective Job behaviour – Functional and level differences in Managerial Job behaviour.

### UNIT II DESIGNING THE MANAGERIAL JOB

**12**

Identifying Managerial Talent - Selection and Recruitment - Managerial Skills Development - Pay and Rewards - Managerial Motivation - Effective Management Criteria - Performance Appraisal Measures  
– Balanced Scorecard - Feedback - Career Management - Current Practices.

### UNIT III THE CONCEPT OF MANAGERIAL EFFECTIVENESS

**7**

Definition - The person, process, product approaches - Bridging the Gap - Measuring Managerial Effectiveness - Current Industrial and Government practices in the Management of Managerial Effectiveness- the Effective Manager as an Optimizer.

### UNIT IV ENVIRONMENTAL ISSUES IN MANAGERIAL EFFECTIVENESS

**8**

Organisational Processes - Organisational Climate - Leader - Group Influences - Job Challenge - Competition – Managerial Styles.

### UNIT V DEVELOPING THE WINNING EDGE

**10**

Organisational and Managerial Efforts - Self Development - Negotiation Skills - Development of the Competitive Spirit - Knowledge Management - Fostering Creativity and innovation.

**TOTAL:45 PERIODS**



Decision making - Organizational Learning - Innovation, Intrapreneurship and Creativity-HR implications.

**TOTAL: 45 PERIODS**

**OUTCOME:**

- Students will be able to analyze organizations more accurately and deeply by applying organizationtheory.

**REFERENCES:**

1. Thomson G. Cummings and Christopher G. Worley, Organisational development and Change,Cengage, 9<sup>th</sup> edition 2011
2. Robbins Organisation Theory; Structure Design & Applications, Prentice Hall of India, 2009.
3. Bhupen Srivastava, Organisational Design and Development: Concepts application, Biztantra ,2010.
4. Robert A Paton, James Mc Calman, Change Management, A guide to effective implementation,Response Books, 2012.
5. Adrian Thorn Hill, Phil Lewis, Mike Mill more and Mark Saunders, Managing Change -A HumanResource Strategy Approach, Wiley, 2010.
6. Gareth R.Jones, Organisational Theory, Design & Change, Pearson Education, 6<sup>th</sup> Edition 2011.
7. Richard L. Daft, Understanding theory & Design of Organisations, Cengage, Western, 10<sup>th</sup> Edition2012.

**BA5019**

**STRATEGIC HUMAN RESOURCE MANAGEMENT**

**3 0 0 3**

**L T P C**

**OBJECTIVE:**

- To help students understand the transformation in the role of HR functions from being a supportfunction to strategic function.

**UNIT I HUMAN RESOURCE DEVELOPMENT**

**10**

Meaning – Strategic framework for HRM and HRD – Vision, Mission and Values – Importance – Challenges to Organisations – HRD Functions - Roles of HRD Professionals - HRD Needs Assessment - HRD practices - Measures of HRD performance - Links to HR, Strategy and Business Goals - HRD Program Implementation and Evaluation - Recent trends - Strategic Capability , Bench Marking and HRD Audit.

**UNIT II E-HRM**

**6**

e- Employee profile- e- selection and recruitment - Virtual learning and Orientation - e - training and development - e- Performance management and Compensation design - Development and Implementation of HRIS - Designing HR portals - Issues in employee privacy - Employee surveys online.

**UNIT III CROSS CULTURAL HRM**

**7**

Domestic Vs International HRM - Cultural Dynamics - Culture Assessment - Cross Cultural Education and Training Programs – Leadership and Strategic HR Issues in International Assignments - Current challenges in Outsourcing, Cross border Mergers and Acquisitions - Repatriation etc - Building Multicultural Organisation - International Compensation.

**UNIT IV CAREER & COMPETENCY DEVELOPMENT**

**10**

Career Concepts - Roles - Career stages - Career planning and Process - Career development Models- Career Motivation and Enrichment -Managing Career plateaus- Designing Effective Career Development Systems - Competencies and Career Management - Competency Mapping Models - Equity and Competency based Compensation.

**UNIT V EMPLOYEE COACHING & COUNSELING**

**12**

Need for Coaching - Role of HR in coaching - Coaching and Performance - Skills for Effective Coaching - Coaching Effectiveness- Need for Counseling - Role of HR in Counseling - Components of Counseling Programs - Counseling Effectiveness - Employee Health and Welfare Programs - Work Stress - Sources - Consequences - Stress Management Techniques.- Eastern and Western Practices - Self Management and Emotional Intelligence.

**TOTAL: 45 PERIODS**

**OUTCOME:**

- Students will have a better understanding of the tools and techniques used by organizations to meet current challenges.

**REFERENCES :**

1. Randy L. Desimone, Jon M. Werner – David M. Mathis, Human Resource Development, Cengage Learning, Edition 6, 2012.
2. Paul Boselie. Strategic Human Resource Management. Tata McGraw Hill. 2012.
3. Jeffrey A Mello, Strategic Human Resource Management, Cengage, Southwestern 2007.
4. Robert L. Mathis and John H. Jackson, Human Resource Management, Cengage, 2007.
5. Monir Tayeb. International Human Resource Management. Oxford. 2007
6. Randall S Schuler and Susan E Jackson. Strategic Human Resource Management. WileyIndia. 2<sup>nd</sup> edition
7. McLeod. The Counsellor's workbook. Tata McGraw Hill. 2011