B. COM

Human Resource Management
(100 Marks - 75 Lectures)

Objectives: It makes an attempt to knead all aspects of HRM to enable the students comprehend the key and vital issues of HRM in a dynamic environment.

Unit – I (30 Marks - 25 Lectures)

a- Human Resource Planning
Human resource planning (HRP) defined, objectives and importance of HRP, human resource planning process, barriers to HRP, how to make HRP effective
b- Job Analysis and Design
Process of Job analysis, methods of data collection, concept of job design, factors affecting job design, methods/techniques of design.
c- Recruitment, Selection and Placement
Meaning, sources of recruitment and recruitment process in brief, business Process Outsourcing, need for outsourcing, HR Outsourcing Opportunities in India, benefits in outsourcing, meaning of selection, meaning of placement.

Unit - II (25 Marks - 20 Lectures)


b- Employee Empowerment: Meaning, conditions necessary for empowerment, forms of empowerment, empowerment in India: An Overview, barriers to empowerment.
c- Workers Participation in Management: Definition and objectives, forms of workers participation in management, workers participation in management: An Overview

Unit –III (25 Marks - 15 lectures)

a- Labour Welfare: Concepts and objectives- Labour welfare agencies – (1)
b- Trade Unions: Definition of trade Union- Functions of Trade Unions- Trade Union Movement in India- Weaknesses and problems of Indian Trade Unions- suggestions for healthy growth of Trade Unions in India – Challenges faced by trade Union in the
light of globalization.

C. Labour Turnover and Labour Absenteeism: Meaning of labour turnover and absenteeism, causes and effects of labour turnover and absenteeism, measures to minimize labour turnover and absenteeism.
Unit – IV  

(20 Marks-15 lectures)

a- HRM in a changing environment – Changing environment of HRM, changing role of HRM
b- Competencies and learning organizations: Employee branding, The need for innovation, creating an innovative organization, managerial roles, creating the innovation culture

Books for Study and Reference:

1- David Lepak/ Mary Gowan Human Resource Management,  Dorling Kindersley (India) Pvt Ltd, licensees of Pearson Education
2- Dr. S.S Khanka. Human resource Management (Text and Cases), S. Chand and Co Ltd. New Delhi
4- Kale, Ahmed, Industrial Management, Vipul Prakashan, Mumbai
5- Kale N.G Industrial Organisation and Management, Manisha Prakashan, Mumbai