Mandatory 2

Programme Name: M.Com (Business Management)

Course Name: Human Resource Management

TotalCredits:04 TotalMarks:100

Universityassessment:50 Collegeassessment:50

Prerequisite:

Learning Objectives

1. HRM Scope, Concepts, Principles, Strategies and role get broadly defined and students get wider knowledge of the subject. The subject learning is essential in today's competitive business world.
2. Recruitment, selection, performance appraisal, Training and development are vital requirements every working personnel to know and HRM subjects gives holistic knowledge of the same

Course Outcomes

C1) The students will be able to apply theory, concept of HRM in their job place

C2) Jobs and Careers in HRM will encourage students to take up promising jobs in HRM field

Module 1

Unit 1 Human Resource Management, Planning and Development

a) Human Resource Management – Meaning, Importance and Evolution, Recent trends in HRM, New HR strategies to deal with Challenges in HRM, Changing Role of HR Management, Jobs and Careers in HRM

b) Human Resource Planning – Meaning and importance, Determinants of HRP, Benefits and Barriers to HRP, Job Analysis and Design, Techniques of Job Design, Meaning of Recruitment, Recruitment Process, Factors governing recruitment, Meaning of Selection, Steps in Selection Process, Types of Tests

Unit 2 Training and Development, Performance Appraisal

a) Introduction and Need for training, Methods and types of training, Process/steps in training programmer, Evaluation of the effective training programme, Career Advancement, and Knowledge enrichment

b) Performance Appraisal – Meaning, Process, Methods, limitations and Challenges of Performance Appraisal, Legal issues associated with Performance appraisal

Module 2

Unit 3 Health and Safety, Labour Legislation & Industrial Disputes

a) Safety Measures and Safety Programmes, Job Stress and its Impact on Job Performance, Role of organization in ensuring mental and physical health of employees, Need of Work life Balance

b) Recent changes to Employees Acts like payment of Gratuity Act, Provident Fund Act, Minimum Wages Act, Workmen Compensation Act, ESI Scheme. Prevention of Sexual harassment Act (POSH), Nature, Causes of Industrial Disputes, Prevention and Settlement of Industrial Disputes, Succession Planning- Culture, Problems and Issues of Succession Planning

Unit 4 Emerging Issues In H.R.M

a) International Human Resource Management, HR Ethical Issues, CSR and HRM, Human Resource Audit, Revamping of HR strategies in managing Disasters like health pandemics, HR and Business Environment

b) Professional Intelligence principles, Employee Engagement, Managing Gen Z, Talent Management Concept, Importance, Process, VUCA Environment (Volatility, Uncertainty, Complexity, Ambiguity), Work- Life Balance

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- Garry Dessler & Varkkey, HUMAN RESOURCE MANAGEMENT, Pearson, New Delhi, 2009
- Alan Price, HUMAN RESOURCE MANAGEMENT, Cengage Learning, New Delhi, 2007
- Pravin Durai, HUMAN RESOURCE MANAGEMENT, Pearson, New Delhi, 2010
- Snell, Bohlander & Vohra, HUMAN RESOURCES MANAGEMENT, Cengage, New Delhi, 2010
- Peter J. Dowling, Marion Festing, Allen D. Engle Sr: International Human Resource Management, 5th Edition, Cengage Learning
- P. L. Rao: International Human Resource Management, Text and Cases, Excel Books
- Peer J. Dowling, Denice E. Welch and Randall S. Schuler (1999): International Human Resource Management, Managing People in a Multinational Context, South Western College Publishing.
- Chris Brewster, Paul Sparrow and Guy Vernon, International Human Resource Management, The Universities Press
- A.V. Phatak: International Dimensions of Management, Cincinnati, South Western College
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