

MBA II Semester III
Management of Industrial Relations and Labour Legislations
(HR Elective)

1. Course Objectives:

- To help students understand the legal limitations in Human Resource Management.
- To help students understand and handle industrial relations.

2. Course Duration:

The total hours for teaching this course will be 50 hours, which will be divided into 40 sessions of 75 minutes duration each.

3. Course contents:

The course will contain following modules:

Module No.	Modules / Sub-Modules	Sessions	Marks (20% of 70 each)
I	Meaning, Definitions, Characteristics, Factors Affecting IR, Approaches to IR, Participation in IR, Objectives of IR and Human Relations, IR and Productivity, Various Dimensions of IR Case:(HMSI)P.674,IR, CS Venkata Ratnam	8	14
II	Industrial Disputes Act, 1947 Introduction, Objectives, Definitions, Various Methods and Various Authorities under the act for resolution of industrial disputes eg methods of conciliation, adjudication and voluntary arbitration, Authorities like Works Committee, Conciliation officer, Court of Enquiry, Labour Court, Industrial Tribunal, National Tribunal, Provisions with respect to Strikes and Lockouts, Lay-off and retrenchment, Special provisions relating to lay-off, retrenchment and closure, offences and penalties, unfair labour practices, etc. Important Supreme Court Cases on industry, workman, strikes, retrenchment, etc. Bombay Industrial Relations Act Objectives, Scope, Types of Unions for the purpose of recognition of a trade union, Resolution of industrial disputes, provisions pertaining to standing orders, etc.	8	14

<p>III</p>	<p>Trade Unions Act, 1926. Introduction, meaning, definitions, nature of trade unions, trade union movement in India, problems of trade union, appointment of registrar, procedure for registration of a trade union, cancellation of registration, appeal, rights and Privileges of a registered TU, duties and liabilities, amalgamation, dissolution of TUs, offences and penalties, etc.</p> <p>Industrial Employment Standing Order Act, 1946 Introduction, Objectives, definitions, Model Standing Orders, Procedure for approval of standing orders, appeal, modification of standing orders, Certifying Officer, subsistence allowance, offences and penalties,</p>	<p>8</p>	<p>14</p>
<p>IV</p>	<p>Factories Act, 1948 Objectives, definitions, Provisions regarding Health, safety, Welfare of workers, hazardous processes, working hours, restriction on employment of women and children, annual leave with wages, offences and penalties, case law, etc.</p> <p>Shops and Establishment Act, 1948 Objectives, definitions, registration of establishments, health and safety, leave with pay, opening and closing hours, employment of children, young persons and women, offences and penalties, etc.</p> <p>Mines Act, 1952 Objectives, definitions, Provisions regarding mining operations and management of mines, health, safety, welfare, working hours and limitation of employment, leave with wages, offences and penalties, etc</p> <p>Contract Labour (Regulation & Abolition) Act, 1970 Application, Establishments, definitions, jurisdiction of government, Central and State advisory boards, registration of establishments and licensing of contractors, prohibition of employment of contract labour, welfare and health of contract labour, liabilities of the Principal employer, Inspecting Staff, offences and penalties, etc.</p>	<p>8</p>	<p>14</p>

V	<p>Collective Bargaining Introduction, Definitions, Characteristics, Process of CB, Pre- requisites of a Successful CB, Types, Functions of CB, Factors Obstructing CB, CB in India, Assessment of CB in India, Suggestions for better functioning of CB</p> <p>Workers' Participation In Management Concept, Objectives, evolution, Statutory and Non Statutory Forms of WPM, level of WPM, assessment of WPM in India, Necessary conditions for effective working of WPM</p> <p>Discipline Meaning and definitions, Characteristics, Objectives of discipline, types of discipline, principles, procedure for disciplinary action, punishment, intervention by a tribunal, code of discipline in India</p> <p>Grievance Handling Grievance Handling: Meaning, definitions, Causes, Importance of grievance handling, formal Grievance handling mechanism</p> <p>Sexual harassment of women in workplace Nature of problem, Supreme Court's guidelines on this issue, etc.</p>	8	14
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4. Teaching Methods:

The course will use the following pedagogical tools:

- (a) Case discussion covering a cross section of decision situations.
- (b) Discussions on issues and techniques of Marketing.
- (c) Projects/ Assignments/ Quizzes/ Class participation etc

5. Evaluation:

The evaluation of participants will be on continuous basis comprising of the following elements:

A	Projects/ Assignments/ Quizzes/ Class participation etc	Weightage 10% (Internal Assessment)
B	Mid-Semester examination	Weightage 20 % (Internal Assessment)
C	End –Semester Examination	Weightage 70% (External Assessment)

6. Text Books:

Sr. No.	Authors	Name of the Books	Publisher	Edition & Year of Publication
T1	C S Venkata Ratnam	Industrial Relations.	Oxford	2006 Edition
T2	P K Padhi- (For Labour Laws)	Labour and Industrial Laws	PHI	2007 Edition
T3	B D Singh	Industrial Relations and Labour Laws	Excel	2008 Edition

7. Reference Books:

(Latest available editions should only be considered)

Sr. No.	Authors	Name of the Books	Publisher	Edition & Year of Publication
R1	S C Srivastava	Industrial Relations and Labour Laws	Vikas	2007 Edition
R2	B D Singh	Industrial Relations-Emerging Paradigms	Excel	2 nd Edition
R3	A M Sarma	Industrial Relations-Conceptual and Legal Framework	Himalaya	9 th Edition
R4	A M Sarma	Industrial Jurisprudence and Labour Legislation	Himalaya	6 th Edition
R5	Kathy Daniels-	Employee Relations in an organizational context	Jaico	2007Edition
R6	B D Singh	Labour Laws for Managers	Excel	2007Edition
R7	Mamoria	Dynamics of Industrial Relations	Himalaya	16 th Edition
R8	Taxmann's	Labour Laws		Latest Edition
R9	Harry Katz, Thomas Kochan, and Alexander Colvin	An Introduction to Collective Bargaining & Industrial Relations	Tata McGraw Hill	Latest Edition

8. Lists of Journals/ Periodicals/ Magazines/ Newspapers:

Journal of Management of Industrial Relations, Human Capital.

NB: The Instructor/s (Faculty Member/s) will be required to guide the students regarding suggested readings from Text(s) and references in items 6 and 7 mentioned above.

9. Session plan

Management of Industrial Relations (HR Elective)

Session no.	Topic
1-4	Meaning, Definitions, Characteristics, Factors Affecting IR, Approaches to IR, Participation in IR, Objectives of IR and Human Relations,
5-8	IR and Productivity, Various Dimensions of IR Case:(HMSI)P.674,IR, CS Venkata Ratnam
9-12	Industrial Disputes Act, 1947 Introduction, Objectives, Definitions, Various Methods and Various Authorities under the act for resolution of industrial disputes eg methods of conciliation, adjudication and voluntary arbitration, Authorities like Works Committee, Conciliation officer, Court of Enquiry, Labour Court, Industrial Tribunal, National Tribunal, Provisions with respect to Strikes and Lockouts, Lay-off and retrenchment, Special provisions relating to lay-off, retrenchment and closure, offences and penalties, unfair labour practices, etc. Important Supreme Court Cases on industry, workman, strikes, retrenchment, etc.
13-16	Bombay Industrial Relations Act(In Brief) Objectives, Scope, Types of Unions for the purpose of recognition of a trade union, Resolution of industrial disputes, provisions pertaining to standing orders, etc.
17-20	Trade Unions Act,1926 Introduction, meaning, definitions, nature of trade unions, trade union movement in India, problems of trade union, appointment of registrar, procedure for registration of a trade union, cancellation of registration, appeal, rights and Privileges of a registered TU, duties and liabilities, amalgamation, dissolution of TUs, offences and penalties, etc.
21-24	Industrial Employment Standing Order Act, 1946 Introduction, Objectives, definitions, Model Standing Orders, Procedure for approval of standing orders, appeal, modification of standing orders, Certifying Officer, subsistence allowance, offences and penalties,
25-28	Factories Act, 1948 Objectives, definitions, Provisions regarding Health, safety, Welfare of workers, hazardous processes, working hours, restriction on employment of women and children, annual leave with wages, offences and penalties, case law, etc. Shops and Establishment Act, 1948 Objectives, definitions, registration of establishments, health and safety, leave with pay, opening and closing hours, employment of children, young persons and women, offences and penalties, etc.

29-30	Mines Act,1952
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	Objectives, definitions, Provisions regarding mining operations and management of mines, health, safety, welfare, working hours and limitation of employment, leave with wages, offences and penalties, etc
31-32	Contract Labour(Regulation & Abolition)Act, 1970 Application, Establishments, definitions, jurisdiction of government, Central and State advisory boards, registration of establishments and licensing of contractors, prohibition of employment of contract labour, welfare and health of contract labour, liabilities of the Principal employer, Inspecting Staff, offences and penalties, etc.
33-36	Collective Bargaining Introduction, Definitions, Characteristics, Process of CB, Pre- requisites of a Successful CB, Types, Functions of CB, Factors Obstructing CB, CB in India, Assessment of CB in India, Suggestions for better functioning of CB Workers' Participation In Management Concept, Objectives, evolution, Statutory and Non Statutory Forms of WPM, level of WPM, assessment of WPM in India, Necessary conditions for effective working of WPM
37-39	Discipline Meaning and definitions, Characteristics, Objectives of discipline, types of discipline, principles, procedure for disciplinary action, punishment, intervention by a tribunal, code of discipline in India Grievance Handling Grievance Handling: Meaning, definitions, Causes, Importance of grievance handling, formal Grievance handling mechanism
40	Issue of sexual harassment of women in workplace. Nature of the problem, issues involved, Supreme Court's guidelines as laid down in Vishakha's Case and followed in subsequent cases.

**MBA – II Semester - III
Database Management (DM)**

1. Objective:

This course is design to impart knowledge of database management. This will help the students in understanding the issues which are required to be addressed at the time of database design and also make them understanding the management issues of database

2. Course Duration:

The total hours for teaching this course will be 50 hours which will be divided into 40 sessions of 75 minutes each.

3. Course Content:

The course will contain following modules

Module	Module and Sub-Modules	Sessions	Marks(20% of 70 each)
I	File system, Hierarchical, Network, Relational, Entity-relationship model Entity-Relationship model : entity and entity sets, relationship, constraints, E-R diagrams, issues with E-R diagrams, design of tables from schemas, Data Models Association of data, Data model classification, Relational Model Data Views : Data abstraction, instances and schemas, Data models	8	15%
II	Introduction to DBMS DBMS three level, ANSI/SPARC architecture Basic concepts : data, information, metadata, definition of DBMS, entities, attributes, relationships, Data dependency Keys : Super key, Candidate key, Primary key, Alternate key, Foreign key Integrity Constraints: Entity Integrity, Referential Integrity Advantages and disadvantages of DBMS Client/Server Architecture : two and three tier architecture	6	20%
III	Database Languages : Data Manipulation Language (DML), Data Definition Language (DDL) Database system environment and utilities	6	15%