

## Programme..Master of Commerce (MCom)

### MCM5005 HUMAN RESOURCES MANAGEMENT

Course Code	MCM5005	Semester	II
Course Title	HUMAN RESOURCES MANAGEMENT		
Credits	3	Type	Elective

#### Learning/Course Objective

- Effectively manage and plan key human resource functions within organizations
- Examine current issues, trends, practices, and processes in HRM
- Contribute to employee performance management and organizational effectiveness
- An overview of theoretical foundations of key areas associated with HR development in the organizations

#### Course Structure

##### UNIT I

Introduction to Human Resource Management—Importance--scope and objectives of HRM. Evolution of the concept of HRM- Approaches to HRM- Personnel ManagementVs Human Resource Management-HRM and competitive advantage- Traditional Vs Strategic human resource management— HRM and HRD-- Growth of HRM in India.

##### UNIT II

Human resource planning, Recruitment and selection—Job analysis—uses of job analysis-process of job analysis-job discretion- job specification methods of job analysis- methods of human resource planning- Conventional Vs strategic planning—job evaluation—Recruitment—constraints and challenges of recruitment-source of Recruitment-Methods- Indian experience in recruitment.

##### UNIT III

Placement, Induction and Internal mobility of human resource. Training of employees—need for training-objectives-approaches --methods-philosophy of training-training environment- areas of training- Training evaluation- Executive development- Concepts- methods and program- promotion and transfer.

##### UNIT IV

Performance appraisal and career planning.Need and importance- objectives- process- methods and problems of performance appraisal- performance appraisal practices in India. Concept of career planning –features- methods – uses career development- succession management in Indian context.

##### UNIT V

Compensation management and grievance redressal. Compensation planning- Objectives-Principles of wage administration-wage systems-state regulations in wage administration-factors influencing wage system-Indian practice in wage administration. Grievance redressal procedure- discipline- approaches- punishment-essentials of a good discipline system.Labour participation in management and workers' empowerment.

## Programme..Master of Commerce (MCom)

### Learning/Course Outcome

- Contribute to the development, implementation, and evaluation of employee recruitment, selection, and retention plans and processes.
- Administer and contribute to the design and evaluation of the performance management program.
- Develop, implement, and evaluate employee orientation, training, and development programs.
- Facilitate and support effective employee and labour relations in both non-union and union environments.
- Manage own professional development and provide leadership to others in the achievement of ongoing competence in human resources professional practice.
- Facilitate and communicate the human resources component of the organization's business plan

### Books for Reference:

Human Resource Management- Text and Cases-- VSP Rao

Human Resource Management- Garry Dessler&BijuVarkkey, Pearson, 2012

Human Resource Management—Snell, Bohlander

Amstrong's Hand book of Human Resource Management, Kogan Page, 2012

Human Resource Management- PravinDurai, Pearson, 2010