

DEPARTMENT OF LABOUR WELFARE

School of Social Sciences

Gujarat University (Revised curriculum from academic year -2020-21)

Semester-1

Course-MLW401

Labour Legislation-1

Objectives: -

1. To understand the constitutional provisions regarding labour.
2. To understand provisions of Industrial Relations code-2020.

Learning outcomes: -

After going through this course, students will be conversant with constitutional perspective on Labour and major legal provisions on Industrial Relations in India.

Module- 1 Indian Constitution and Labour.

- 1.1 History of Labour Legislations.
- 1.2 Fundamental Rights Directive Principles and Labour laws.
- 1.3 Constitutional Remedies for protection of Constitutional Rights
- 1.4 Major IR Legislations in India

Module-2 The Industrial Relations Code, 2020

- 2.1 Preliminary
- 2.2 Bi-Partite Forums
- 2.3 Voluntary Reference Of Disputes To Arbitration
- 2.4 Mechanism For Resolution Of Industrial Disputes

Module-3 The Industrial Relations Code, 2020

- 3.1 Strikes And Lock-Outs
- 3.2 Lay-Off, Retrenchment And Closure
- 3.3 Special Provisions Relating To Lay-Off, Retrenchment And Closure In Certain Establishments
- 3.4 Unfair Labour Practices

Module-4 The Industrial Relations Code, 2020

- 4.1 Trade Unions
- 4.2 Standing Orders
- 4.3 Notice Of Change
- 4.4 Offences And Penalties

Website:

<http://egazette.nic.in/WriteReadData/2020/222118.pdf>

Text:

1-Taxman's, New Labour & Industrial Laws (2020), Taxmann P. Ltd New Delhi

DEPARTMENT OF LABOUR WELFARE
School of Social Sciences
Gujarat University (Revised curriculum from academic year -2020-21)
Semester-1 Course-MLW402 Labour Economics

Objectives:

- 1) To understand evolution of wage labour, and operation of labour Markets.
- 2) To study problem of unemployment in India.
- 3) To understand the methods of wage determination.

Learning outcomes:

Students will get an economic perspective of labour and make them well versed with the behaviour of labour market.

Module 1 Introduction, Labour Markets

- 1.1 Origin, meaning and importance of Labour Economics
- 1.2 Nature and characteristics of Labour market in developing countries
- 1.3 Characteristics of Indian labour, supply and demand approach of labour
- 1.4 Labour policy and labour market reforms in India.

Module 2 Employment.

- 2.1 Poverty and Unemployment, Urban, Rural and educated Unemployment
- 2.2 Concepts, types and Measurement of unemployment
- 2.3 Problems employment in organized and unorganized sector.
- 2.4 Employment policy in five year plans.

Module 3 Wage determination.

- 3.1 Theories of wage determination.
- 3.2 Concept of minimum wage, Fair Wage and Living Wage.
- 3.3 Wage Differentials.
- 3.4 National minimum wage and National wage policy in India.

Module-4- Trade Union and Labour.

- 4.1 Trade Union as an Economic Institution
- 4.2 Union Bargaining
- 4.3 Globalization and trade union response to it in India
- 4.4 WTO and Labour Policy in India

Texts:

- 1 Dr. T. N. Bhagoliwal (2002) Economics of Labour and Industrial Relations, Sahitya Bhavan Publications, Agra.
- 1 Singh, Jwitesh Kumar (1998) Labour Economics-Principles, Problems and Practices - Deep & Deep publications Pvt. Ltd., New Delhi.

References:

Campebell Mcconnell and Stanley Brue and David Macpherson (2017), Contemporary Labour Economics Mc Graw Hills.

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DEPARTMENT OF LABOUR WELFARE

School of Social Sciences

Gujarat University (Revised curriculum from academic year -2020-21)

Semester-1

Course-MLW403 Social and Industrial Psychology

Objectives:-

1. To study principles and elements of psychology in the sub-field of social and industrial psychology.
2. To understand human behaviour of people working in the industry.

Learning outcomes:

This paper will give exposure and knowledge of various tools and aspects of industrial psychology to deal with human behavior and problems arising from it in organizations.

Module 1: Social psychology

- 1.1 Definition, Aims ,scope and methods of social psychology
- 1.2 Elements of social psychology
- 1.3 Stereotypes ,myths and ideology, customs ,traditions, rumours, propaganda, public opinion
- 1.4 Group dynamics

Module 2 Introduction to Industrial psychology

- 2.1 Definition & meaning of Industrial psychology
- 2.2 Significance &scope of industrial psychology
- 2.3 limitations of industrial psychology
- 2.4 Selection tests

Module 3 Human engineering and training

- 3.1 Training and law of acquisition of skills
- 3.2 Concept and applicability of Human engineering
- 3.3 Industrial fatigue, monotony, boredom
- 3.4 Psychology of accident and accident proneness

Module 4 Morale & Health

- 4.1 Concept and determinants of Moral
- 4.2 Mal adjustment and indiscipline
- 4.3 Health risk and human relations
- 4.4 Labour welfare aspect of Industrial psychology.

Text Books:

1. Ghosh, P.K & M.B.Ghorpade, Industrial Psychology, Himalaya Publishing House
2. Industrial Psychology, B.Von. Haller Gilmer, Mc Graw-Hill Company.

References:

1. Industrial performance by Ashok Pratap Singh & Patiraj Kumari ,Global vision Publishing House, 2007
2. Advanced Industrial Psychology by Ramnath Sharma & S. S. Chandra
3. Elements of Social psychology 7th edition (revised edition) by B. Kuppaswamy, Atlantic Publishers,2004.
4. Individual in society, by David Krech ,Richard Cratchfield & Gerton I. Ballachey. Mc Graw Hill

DEPARTMENT OF LABOUR WELFARE
School of Social Sciences
Gujarat University (Revised curriculum from academic year -2020-21)
Semester-1 Course-MLW404 Labour Movement

Objectives:

- 1) To study the history of labour movement in India.
- 2) To study different types of trade unions, their problems and prospects.

Learning outcomes:

This course should help to reexamine the functions of trade union and their role in the context of technological changes, management values and globalization as in order to understand the present it is necessary to understand the past.

Module-1 Origin and concepts of Trade Union

- 1.1 Historical Perspective on the origin of trade union
- 1.2 Factors responsible for its Origin and Growth
- 1.3 Objective Definition and Theories of Trade Union
- 1.4 Types and structure of trade unions

Module-2 Indian Trade Unions-1

- 2.1 Functions of Trade Union
- 2.2 Administration and finance of Trade Union
- 2.3 Problems and Prospects of Indian Trade Union
- 2.4 Union Security Measures of Trade Union

Module 3: Indian and International Trade Union-1

- 3.1 Indian Trade Union movement and ILO
- 3.2 The growth of white collar union in India
- 3.3 Labour Movement in LPG Era
- 3.4 Recent Trends in Trade Union Movement

Module: 4: Indian and International Trade Union-2

- 4.1 Politicization of trade union
- 4.2 Trade Union rivalry
- 4.3 Trade union leadership
- 4.4 The Growth of national Federation in India and international Unions

Text:

S.D. Punecker and S.D. Deodhar, Labour Welfare, Trade Unionism and IR, 14th edition 2011, Himalaya publication.

Memoria C.B. and Memoria (2010), Dynamics of Industrial Relations in India, Himalaya Publications.

DEPARTMENT OF LABOUR WELFARE

School of Social Sciences

Gujarat University (Revised curriculum from academic year -2020-21)

Semester-1

Course-MLW405 Human Resource Management-1

Objectives:-

1. To study basic concepts, systems, policies, functions of Human Resource Management.
2. Understanding various strategies to manage talented people within organization.
3. To enhance knowledge of latest trends of HRM.

Learning outcomes:

At the end of the course students will be sensitized with various aspects to deal with People Resourcing and talent management.

MODULE 1 INTRODUCTION

- 1.1 Concept and evolution of HRM
- 1.2 Aims /goals and challenges of HRM
- 1.3 Significance and functions of HRM
- 1.4 Challenges of HRM

MODULE 2 SYSTEMS AND TOOLS

- 2.1 HR philosophy and HR system
- 2.2 HRM policies and tools
- 2.3 People resourcing- HR planning, Recruitment, selection
- 2.4 Induction, placement and mobility

MODULE 3 TAENT MANAGEMENT

- 3.1 Talent Management and its elements
- 3.2 Strategies for Talent management in organizations
- 3.3 Talent Management Activities
- 3.4 Talent management process

MODULE 4 RECENT TRENDS

- 4.1 Globalisation and HRM
- 4.2 Knowledge economy, IT and HR
- 4.3 HRM for corporate excellence
- 4.4 Case studies of HRM

Text Books:

1. Armstrong's Essential Human Resource Management Practice, Michael Armstrong. (2010), Kogan Page. (Indian Edition)
2. Pattanayak B. (2006), Human Resources Management, Prentice Hall Of India.

References:

- 1 Globalization and Human Resource Management, Dr. Sujata Mangaraj, Exel Books 2008
2 Applied Human Resource Management, Kenneth M. York, Sage South Asia Edition 2010
3 H R Case Studies, Ravi Dharmarao, Exel Books, 2010

DEPARTMENT OF LABOUR WELFARE

School of Social Sciences

Gujarat University (Revised curriculum from academic year -2020-21)

Semester-1 Course-nMLW406PR Observational Visits and Institutional Visits

Objectives:

This is a practical fieldwork based course, which aims to acquaint students with labour problems and institutions working for labour problems. This will be a four credits course.

Learning outcomes:

Students should be able to understand institutional framework for labour welfare in India.

Course contents:

- (a) Visits to industrial units in the local area
- (b) Visits to social institutions/NGOs working for Welfare issues
- (c) Visits to Government offices connected with
 - Implementation of Labour laws like labour commissioner office, contract labour board,
 - Education of Labour like central board for workers' education etc.

During the visits, the following aspects of the organization should be studied:

- (1) Aims & objectives of the organization
- (2) Policies, Functions and Administrative set up
- (3) Production process and working conditions
- (4) Labour problems-Labour management relations
- (5) Wage structure
- (6) Welfare activities
- (7) Special contribution of the organization toward the cause of industrial harmony.

Evaluation:

Evaluation will be internal and external viva voce.

The parameters for both internal and external evaluation will be:

- Regularity and Attendance
- Participation and involvement
- Report submission

DEPARTMENT OF LABOUR WELFARE
School of Social Sciences
Gujarat University (Revised curriculum from academic year -2020-21)
Semester-2 Course-MLW407 Labour Legislation-2

Objectives: -

1. To study code on Social Security (2020) .
2. To study special legislations pertaining to Apprentices, Environment Protection and Child Labour

Learning outcomes:

At the end of the course students will be conversant with the legal aspects of how to deal with social security measures as well as legal provisions relating to Apprentices, Environment Protection and Child Labour in India.

Module 1: THE CODE ON SOCIAL SECURITY, 2020

- 1.1 Preliminary & Schedule 1
- 1.2 Social Security Organisations
- 1.3 Employees' Provident Fund
- 1.4 Employees State Insurance Corporation

Module: 2 : THE CODE ON SOCIAL SECURITY, 2020

- 2.1 Gratuity
- 2.2 Maternity Benefit
- 2.3 Employee's Compensation
- 2.4 Authorities, Offences And Penalties pertaining to offences in this course

Module: 3 : THE CODE ON SOCIAL SECURITY, 2020

- 3.1 Social Security And Cess In Respect Of Building And Other Construction Workers
- 3.2 Social Security For Unorganized Workers, Gig Workers And Platform Workers
- 3.3 Employment Information And Monitoring
- 3.4 Authorities, Assessment, Compliance, Recovery and Offences And Penalties

Module-4 SOME SPECIAL LEGISLATIONS

- 4.1 The Apprentices Act, 1961
- 4.2 The Environmental Protection Act, 1986
- 4.3 Child labour (P & R) Amendment Act, 2016
- 4.4 Landmark Judgements

Website:

<http://egazette.nic.in/WriteReadData/2020/222118.pdf>

Texts: Taxmann's, New Labour & Industrial Laws (2020), Taxmann P Ltd New Delhi

- Labour and Industrial Laws, P.K. Padhi, Prentice Hall of India, New Delhi,
- Misra S.N., Labour and Industrial Laws, Central Law Publication

References: Dr. M. Laxmi Narasaiah, (2007) World Trade Organization and Child Labour, Discovery Publishing House.

DEPARTMENT OF LABOUR WELFARE
School of Social Sciences

Semester-2

Objectives:

- Learning Outcomes:**

Module: 1 HR Communication & HRIS

- ## Module: 2 Performance Management

- ## Module: 3 Compensation Management

- ## Module: 4 Modern HRM

- Texts:**

- ### References:

- 1 Armstrong's Handbook of Strategic Human Resource Management, Michael Armstrong
2010, KoganPage
2 International HRM, Srinivas R., Sage Publication India Pvt. Ltd. 2018
3 The First Time Manager's Guide to Performance Appraisals, Diane Arthur, PHI
Learning Private Limited, 2011
4 Performance Management and Appraisal Systems T. V. Rao, Response Books, 2007

DEPARTMENT OF LABOUR WELFARE

School of Social Sciences

Gujarat University (Revised curriculum from academic year -2020-21)

Semester-2

Course-MLW411 Industrial Relations

Objectives:-

1. To understand concept, systems, processes and various approaches of Industrial Relations.
2. To study futuristic issues in the field of Industrial Relations

Learning Outcomes:

At the end of study students will be fully conversant with various processes, institutions and systems of Industrial Relations and futuristic issues in era of globalization.

Module-1 Concept & Theoretical framework

- 1.1 Concept & evolution of Industrial Relations
- 1.2 Meaning & Definition of IR
- 1.3 Objectives & Scope of IR
- 1.4 Approaches to I.R.

Module-2 I.R. Actors & Processes

- 2.1 Negotiation
- 2.2 Collective bargaining and collaborative approach
- 2.3 Employers association – Role in IR
- 2.4 Trade Unions & IR

Module-3 I.R. Systems

- 3.1 Conflict Management
- 3.2 Discipline Management – Disciplinary Procedures
- 3.3 Grievances Management
- 3.4 Participative Management

Module-4 Futuristic issues

- 4.1 IR in changing environment
- 4.2 Technology and Industrial Relations
- 4.3 International Industrial Relations
- 4.4 International Labour Organizations and Industrial Relations

Text Books:

1. Sharma A. M.(2015), Industrial Relations, Himalaya Publishing House

References:

- 1 Industrial Relations and Labour Laws, A. M. Sarma, Hialaya Publishing House 2015
- 2 Industrial Relations Emerging Paradigms B. D. Singh, Exel Books 2011
- 3 Industrial Relations, C. S. Venkata Ratnam, Oxford University Press, 2006
- 4 International Practices in Industrial Relations, S. K. Bhatia, 2003, Deep and Deep Publications

DEPARTMENT OF LABOUR WELFARE
School of Social Sciences
Gujarat University (Revised curriculum from academic year -2020-21)
Semester-2 **Course-MLW412PR Group Work: N.G.O Training**

Objectives:

To study the group dynamics, learn integrate with group activities and get training for group leadership.

Learning outcomes:

The students will understand working of Non-Government organizations and develop skills for team working.

Course guidelines:

Students will be placed with (NGOs) for a period of 2 to 3 weeks in small groups of 5-7 students per group.

During this period they are expected to study the group dynamics, integrate themselves with group activities and get training for group leadership.

As a group they should organize different activities like sports, dramatics, music, informal/ adult education camps, literacy drive for education for children of workers etc., during this period and study socio economic aspects of various classes of labour.

Parameters for Evaluation:

The course will have internal and external evaluation.

- Report of NGO group training
- Presentation on their group work training
- Participation in group activities
- Attendance
- Level of understanding about the theme of their group work

Department of Labour Welfare
Gujarat University

Semester-3 (Revised curriculum from academic year -2020-21)

PAPER –MLW 501 Organizational Behaviour-1

Objectives:

- 1) To help students understand human behaviour in organizations and their attitudes
- 2) To help students understand about personality development in motivation.

Learning outcomes:

At the end of the course students should be able to understand the basic organizational process, the behavioral aspects and sharpen their skills so as to enable them to act as change agents for organizational effectiveness and change.

Module – 1 Introduction

- 1.1 Organizational Behaviour - Meaning & Nature
- 1.2 Challenges and Opportunities for OB
- 1.3 Personality- types, models of personality and Personality Traits
- 1.4 Values – Importance of Values, terminal values and instrumental values

Module – 2 Perception & Decision making.

- 2.1 Attitude, Components and functions of attitude
- 2.2 Major Job attitude and job satisfaction
- 2.3 Emotions and Moods
- 2.4 Emotional Labour and emotional intelligence

Module – 3 Perception

- 3.1 Nature and importance of perception
- 3.2 Factors that influence perception
- 3.3 Pearson perception, making judgement about others
- 3.4 Social perception and individual perception

Module – 4 Motivation

- 4.1 Motivation : definition and meaning
- 4.2 Need and process of motivation
- 4.3 Theories of motivation
- 4.4 Motivation and employee involvement

Texts:

1. Robbin Stephen P, Timothy Judge and Neharika Vohra, Organizational Behaviour, Pearson,
2. Organisational Behaviour by Fred Luthans, McGraw Hill, Irwin, 2011
3. Organizational Behaviour, A. K. Chitale, R. P. Mohanty, N. R. Dubey, PHI Learning Private Limited, 2015

E Book:

1. Management & Organizational Behaviour, Laurie J. Mullins, Pearson (11th Edition) (pdfdrive.com)

References:

- (1) Organization Theory and Behaviour, N. S. Gupta, Himalaya Publishing House, 2014

DEPARTMENT OF LABOUR WELFARE
School of Social Sciences
Gujarat University (Revised curriculum from academic year -2020-21)
Semester-3 Course-MLW502 Labour Legislation-3

Objectives:

The objective of this course is to acquaint the students with special laws pertaining to Code on Wages.

Learning Outcomes:

1. Students should understand and get understanding of handling wages and salary administration.
2. Students are more informed about regional laws governing industrial relations and service conditions in shops and establishments in Gujarat.

Module-1: The Code on Wages, 2019

- 1.1 Preliminary
- 1.2 Minimum Wages
- 1.3 Payment Of Wages
- 1.4 Payment Of Bonus

Module-2: The Code on Wages, 2019

- 2.1 Advisory Board
- 2.2 Payment Of Dues, Claims And Audit
- 2.3 Inspector-Cum-Facilitator
- 2.4 Offences And Penalties

Module-3: Bombay Industrial Relations Act, 1946

- 3.1 Object, definitions, Authorities and application
- 3.2 Provisions relating to registration of unions, powers of authorities
- 3.3 Various provisions related to Industrial relations, penalties and comparative study
- 3.4 Landmark judgements

Module: 4 : The Gujarat Shops and Establishment Act, 2019

- 4.1 Object, definitions, Authorities and application
- 4.2 provisions related to working conditions.
- 4.3 provisions related to penalties
- 4.4 provisions related to employment of women in shops and establishments

Website:

<http://egazette.nic.in/WriteReadData/2020/222118.pdf>

Text: Taxmann's, New Labour & Industrial Laws (2020), Taxmann P Ltd New Delhi

Department of Labour Welfare
Gujarat University
Semester-3

PAPER -503 INDUSTRIAL ORGANIZATION AND FINANCE

Objectives:

1. To study Industrial growth and market structure in India.
2. To study Industrial Policies in pre independence and post independence period.
3. To study sources of Industrial Finance in India.

Learning outcomes:

At the end of the course students should be able to understand implications of industrial policies and factors affecting location and finance on growth of industrialization.

Module-1: Industrial Economics

- 1.1 Introduction of Industrial Economics.
- 1.2 Concept and scope of Industrial Economics.
- 1.3 Concept of Market, Industry, firm, plant
- 1.4 Growth and alternative theories of Firm.

Module-2: Industry and Market

- 2.1 Sellers' concentration, entry conditions
- 2.2 Economies of scale, market structure and profitability
- 2.3 Location- theories and factors of influence
- 2.4 Location of different industry in India and abroad

Module-3: Industrial Policies and its Impact

- 3.1 Evolution and trends of Indian Industrial policies
- 3.2 Policies for public sector and private sector
- 3.3 Start-ups and ease of doing business
- 3.4 Recent amendment in Indian Industrial policies

Module-4 Industrial Finance.

- 4.1 Introduction to Industrial Finance
- 4.2 Role, nature, types, institutions for Industrial Finance
- 4.3 Modern sources of finance
- 4.4 International Financial Institutions

Texts: 1. S. S. M. Desai & Nirmal Bhalerao (1999) Himalaya Publishing House, Mumbai
2. Kuchhal, S. C. (1980) Industrial Economy of India (15th Edition), Chaitanya

Suggested Readings:

1. Barthwal, R.R. (1998), Industrial Economics, New Age International P. Ltd. New Delhi.
2. 6. Kapila Uma (Ed.) (2002) Indian Economy since Independence, Academics Foundation, New Delhi.

Department of Labour Welfare
Gujarat University
Semester-3

PAPER-504

RESEARCH METHODOLOGY

Objectives:

- 1) To train the students to use the techniques of statistical analysis.
- 2) To apply it to understand and analyse the economic phenomena.
- 3) To help the future managers in decision-making process.

Learning outcomes:

Students should be able to deal with simple statistical tools and techniques which will help in data collection, presentation, analysis and drawing inferences about various statistical hypotheses.

Module-1 Introduction & Measures of Central Tendency

- 1.1 Planning of Research.
- 1.2 Techniques of data collection- Sampling V/s Population
- 1.3 Statistical Inquiries
- 1.4 Measures of central tendency-mean, mode, geometric mean and harmonic mean

Module-2 Correlation and dispersion

- 2.1 Measures of dispersion; Ranges, Mean deviation, Quartile deviation, standard deviation, coefficient of variation.
- 2.2 Correlation; Simple co-efficient of correlation-Scatter diagram, Karl Pearson, Concurrent deviation and rank correlation..

Module-3 Sampling & Sampling distribution

- 3.1 Basic Concepts of sampling, Random and non-random sampling
- 3.2 Brief idea of sampling distribution
- 3.3 Formulation of statistical hypothesis-Null and alternative Hypothesis; Level of Significance.
- 3.4 Hypothesis and Types of Hypothesis.

Module-4 Index Nos, Diagrammatic Representation of Data, Labour Statistics

- 4.1 Concepts of price relative, quantity relative Laspeyers and Fishers index nos.
- 4.2 Family Budget inquiry method.
- 4.3 Cost of living index number and its construction.
- 4.4 Measures of absenteeism, labour turnover and unemployment

Texts:

- (1) Gupta S C (1993) Fundamentals of applied statistics ,S.Chand and sons ,New Delhi

References:

1. Research Methodology (methods and techniques) Second Revised Edition, C.R.Kothari, New age International (P) Ltd.
2. Bhattacharya Dipak Kumar ,Human Resource Research Methods, Oxford University Press.

Department of Labour Welfare
Gujarat University
Semester-3

MLW 505 PR MINOR RESEARCH PROJECT

Every student will be required to undertake a minor project during summer internship training with industries.

Objectives:

Objective of this course is to enable students to formulate the simple research proposal and write their project report on the basis of empirical study carried out by them on any relevant topic of their choice concerned with their theory subjects.

Learning outcome:

They have to do minor research project pertaining to their selected subject under the guidance of an executive of industries where they undertake summer training and in consultation with concerned departmental guide.

Guidelines for minor research project:

1. For Minor Research Project, students have to relate their theoretical studies to Industrial environment.
3. Students are required to submit their research proposal to their respective guides.

Research proposal will contain:

1. Objectives of the study
2. Research methods
3. Conclusion

Final Project Report:

- a. Title page
- b. Certificate
- c. Acknowledgements
- d. contents
1. Introduction
2. Analysis
3. Findings/Conclusion
4. Suggestions

Criteria for evaluation:

- Clarity about subject
- Presentation /Innovativeness
- Learning derived

Department of Labour Welfare
Gujarat University
Semester-3

MLW 506PR

SUMMER INTERNSHIP TRAINING.

Guidelines:

All the students must undergo internship training with any industrial organization for minimum 8 weeks up to maximum 10 weeks in 3rd semester of the course during June-August.

It is desirable that the students work individually for this internship training. They are required to work under the guidance and supervision of an executive of the industry/unit concerned and are required to study the following:

- (1) Brief history, Aims & objectives of the organisation,
- (2) Administrative set up.
- (3) Production Process
- (4) Conditions of work
- (5) Job descriptions of various occupations
- (6) Wage structure
- (7) Organization and working of the personnel/HR department
- (8) Industrial Relations climate- Union-management relations
- (9) Communication Process and Mechanisms
- (10) Grievance Machinery
- (11) Social Security-Welfare measures and their administration
- (12) Employee Development Functions

Evaluation Parameters for Summer Training:

Students will be evaluated on the basis of the following parameters:

1. Attendance/regularity
2. Presentation
3. Report submission

Department of Labour Welfare
Gujarat University

Semester-4 (Revised curriculum from academic year -2020-21)

PAPER – MLW507 ORGANISATION DEVELOPMENT

Objectives:

The objectives of this course are to make students understand the process of increasing effectiveness of organization as a whole through various interventions.

Learning outcomes:

At the end of this course students should be able to (1) Manage organizational change by using different Organizational Development intervention (2) Manage the culture of the organization (3) Understand organization & environment interface.

Module-1 : Organisation and environment

- 1.1 Organisation – what is?
- 1.2 Organisation – Environment interface
- 1.3 Types of organisation structures
- 1.4 Organisation Design

Module-2 : Organisation Development

- 2.1 Meaning and Definition of OD
- 2.2 Values, Assumptions and Beliefs in OD
- 2.3 An Overview of OD Interventions
- 2.4 Process of OD

Module-3 : Managing Change

- 3.1 Defining change & Forces of change
- 3.2 Types of change & Reactions to change
- 3.3 Theories of change & Process of change
- 3.4 Strategies to manage change

Module-4 : Organisation Culture

- 4.1 Meaning and Definition of organisation culture
- 4.2 Types of organisation culture
- 4.3 Effects of culture
- 4.4 Managing culture change

Text:

- (1) Understanding Organisations – Madhukar Shukla (202) – PHI (Prentice-Hall) India Ltd.
- (2) Organisation Development, Wendell French, Cecil Bell, Veena Vohra, 2006, Pearson.

E Book:

- 1. Armstrong's Hand Book of Management and Leadership, Michael Armstrong, 2009, KoganPage (pdfdrive.com)

References:

- (1) Managing change in Organisation, Nilanjan Sengupta, Mousumi Bhattachary, R.N. Sengupta, PHI, 2006
- (2) Change Management, V. Nilakanth & S. Ramnarayan, Response Books (Sage Publications 2006.
- (3) Organization Development, Krishnamacharyulu, L. Ramakrishnan, PHI Learning Private Limited, 2014

Department of Labour Welfare
Gujarat University
Semester-4

PAPER- MLW 508 STRATEGIC HUMAN RESOURCE MANAGEMENT

Objectives:

The objective of this course are to be understand the link between HRM and business performance and bridging the gap between policy and practice of Human Resource Management.

Learning outcomes:

At the end of this course students should be understand meaning of strategy and strategic HRM. They should understand various theories of SHRM and the link between SHRM and business performance.

Module-1: Introduction

- 1.1 Strategy, strategic management and Strategic Human Resource Management
- 1.2 Evolution of strategic HRM
- 1.3 Nature and Aims of SHRM
- 1.4 Impact of SHRM

Module-2: Approaches to SHRM

- 2.1 Foundations of Strategic HRM
- 2.2 The resource based view of SHRM
- 2.3 Concepts of Strategic fit and competitive Advantage
- 2.4 Basic models of strategic HRM-(best fit, best practice)

Module-3: HR strategies

- 3.1 Types of HR strategy
- 3.2 Linking Organizational and HR strategies
- 3.3 Human Capital Management
- 3.4 Knowledge management

Module-4: Special issues in SHRM

- 4.1 Strategic diversity management
- 4.2 Cross culture HRM
- 4.3 Managing work-life balance
- 4.4 Corporate Social Responsibility

Texts:

1. Armstrong's handbook of SHRM; Michael Armstrong, Koganpage, 2011
2. Strategic HRM – An Indian perspective – Sharma Anuradha, Aradhana Khandekar, Response Books, New Delhi, 2006.

References:

1. Strategy & HRM (Second Edition) Peter Boxall and John Purcell, Palgrave, Macmillan, 2008.
2. Regis Richards, Strategic HRM & Development, Excel Books, 2008.
3. Stragic Human Resource Management, The Aston Centre for Human Resources, JAICO Publishing House, Mumbai, 2008.
4. J. Sadri, S Sadri, N. Nayak, A Strategic approach to HRM, JAICO, 2011.
5. Jeffrey Melo, Strategic Human Resource Management, Cengage Learning (India ed.) 2011.

DEPARTMENT OF LABOUR WELFARE

School of Social Sciences

Gujarat University (Revised curriculum from academic year -2020-21)

Semester-4

Course-MLW509

Labour Legislation-4

Objective:

- 1-to understand law relating to occupational health and safety in India
- 2- to understand international dimensions of labour legislations.

Learning outcomes: Students should be able to handle problems of occupational health and safety of labour in various types of establishments.

Module-1 THE OCCUPATIONAL SAFETY, HEALTH AND WORKING CONDITIONS CODE, 2020 (OSHC Code 2020)

- 1.1 Preliminary & Registration
- 1.2 Duties Of Employer And Employees, Etc.
- 1.3 Occupational Safety And Health
- 1.4 Health, Safety And Working Conditions, Welfare Provisions, Hours Of Work And Annual Leave With Wages

Module-2 THE OCCUPATIONAL SAFETY, HEALTH AND WORKING CONDITIONS CODE, 2020 (OSHC Code 2020)

- 2.1 Special Provision Relating To Employment Of Women
- 2.2 Special Provisions For Contract Labour And Inter-State Migrant Worker,
- 2.3 Special Provisions For audio visual workers and Mine workers,
- 2.4 Special Provisions For Bidi and Cigar workers, BOCW and Factories

Module-3 THE OCCUPATIONAL SAFETY, HEALTH AND WORKING CONDITIONS CODE, 2020 (OSHC Code 2020)

- 3.1 Inspector-Cum-Facilitators And Other Authority
- 3.2 Offences And Penalties
- 3.3 Maintenance Of Registers, Records And Returns
- 3.4 The Sexual Harassment of Women at Workplace Act, 2013

Module-4 : International dimensions of Labour Legislations

- 4.1 ILO and India
- 4.2 ILO Conventions & recommendations
- 4.3 International Labour Standards, WTO and social clause
- 4.4 Rights of Labour protected by Human Rights Instruments

Website: <http://egazette.nic.in/WriteReadData/2020/222118.pdf>

Texts:

1. **Text:** Taxmann's, New Labour & Industrial Laws (2020), Taxmann PLtd New Delhi

Department of Labour Welfare
Gujarat University
Semester-4

PAPER-MLW510

ORGANIZATION BEHAVIOUR – 2

Objectives:

1. To help students develop understanding about power and politics
2. To study process of conflict management, stress management and leadership

Learning Outcome:

At the end of the course, students should be more aware about behavioural problems in organization and have better decision Making and conflict resolution.

Module-1 : Group Behaviour and decision making

- 1.1 Foundation and reasons for Group Behaviour
- 1.2 Group decision Making
- 1.3 Phases of the decision making process & types of managerial decision
- 1.4 Models and errors in decision making and overcoming its barriers

Module-2 : Leadership

- 2.1 Introduction
- 2.2 Theories of Leadership
- 2.3 Types of Leadership
- 2.4 Mentoring

Module-3 : Stress Management

- 3.1 Meaning of Stress
- 3.2 Causes of Stress
- 3.3 Effects of Occupational Stress
- 3.4 Coping Strategies for Stress

Module-4 : Power & Politics, Conflict Management

- 4.1 Meaning of Power
- 4.2 Political Implication of Power
- 4.3 Intra – individual Conflict, interpersonal Conflict
- 4.4 Organizational Conflict, Inter group Behavior and Conflict

Text Book:

1. Organization Behaviour by Stephen Robbins, Timothy Judge and Neharika Vora, Pearson,
2. Organisational Behaviour by Fred Luthans, McGraw Hill, Irwin, 2011
3. Organizational Behaviour, A. K. Chitale, R. P. Mohanty, N. R. Dubey, PHI Learning Private Limited, 2015

E Book:

1. Management & Organizational Behaviour, Laurie J. Mullins, Pearson (11th Edition) (pdfdrive.com)

Reference Books:

1. Aswathappa K.G. Sudarsana Reddy, Management and Organizational Behaviour HPH (2012)
2. Organization Theory and Behaviour, N. S. Gupta, Himalaya Publishing House, 2014

Department of Labour Welfare

Gujarat University

Semester-4

MLW - 511 PR

WORKSHOPS-SEMINARS

Objectives:-

1. To learn presentation skills.
2. To develop soft skills along with conceptual subject clarity.
3. To facilitate practical applicability of various theoretical subjects.

Learning Outcomes:

At the end of this paper students will be able to understand current issues in the field of labour welfare. Students will be able to explore more possibilities in various areas of labour welfare.

As Master of Labour Welfare is a professional job oriented degree programme, students will be required to prepare seminars and participate in workshops as per the following guidelines.

Seminars:

Each students of 4th semester will be required to present a seminar on any topic related to curriculum or related topics under the guidance and supervision of faculty members. A copy of the text of all such seminars presented by each student should be submitted to practical work faculty and the guide/supervisor. The seminar should be of minimum 30 minutes and each student should present minimum two seminars in the semester.

Workshops:

Department proposes to organize skill oriented workshops for students in the 4th semester related to following themes:

- 1. Communication skills**
- 2. Inter Personal Skills**
- 3. Personality and Professional Development Skills.**

The Department will organize workshops in independently as well as in collaboration with other social organisations to enhance the skills of its students.

Evaluation:

Students will be evaluated jointly by the Fieldwork faculty and faculties supervising Seminars/ workshops out of 100 marks.

The criteria for evaluation will be:

- 1. Regularity / Attendance**
- 2. Selection of topic.**
- 3. Presentation style and Contents**
- 4. Participation And Interaction**

Department of Labour Welfare
Gujarat University
Semester-4
MLW 512 PR MAJOR PROJECT

Objective

The purpose of Project Study for students is to enable them to have an integrated view and understanding of any industry and/or specific organizational problems/issues related to Labour Welfare/Industrial Relations/Human Resource management.

Learning outcomes:

Students will be able to prepare research proposal for research study that would lead to recommendations and implementable plans of action.

Guidelines for Major project:

1. For major Project, a student should be able to establish the interrelationship among different concepts learnt through various courses that he/she has studied.
2. Select a specific topic and make an in depth analysis of the issues related to that topic based on secondary data collection and validate the same with the help of primary data collection and findings drawn from the same.

3. Report outline:

The report should demonstrate the capability of the student for some creative potential and original approach to solve the practical problems in to-day's business or industry

- Certificate, Acknowledgements, Contents/Index
- Executive Summary
- Introduction / statement of problem
- survey of literature
- Methodology / Focus / Scope / Limitations
- Text of the study including analysis
- Conclusions and Recommendations including plan of action.
- Bibliography

Method for Evaluation:

The following parameters should be considered for evaluating the Project Report of a candidate:

- a. Theme & Objective
- b. Clarity & Presentation
- c. Focus & Conclusion
- d. Innovativeness
- e. Learning derived
- f. Methodology used

The internal marks for the major project should be allotted out of a 30 by the respective guide of the project. Final evaluation of 70 marks will be through viva voce examination.