



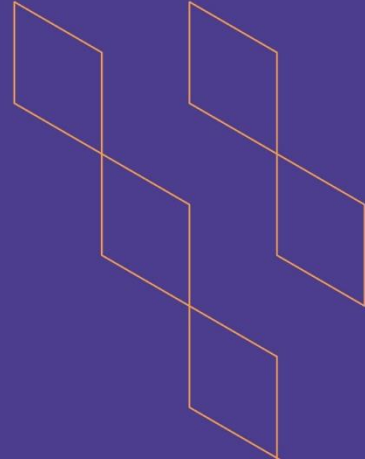
Course Specification





T-104
2022

Course Specification



Course Title: Industrial Relations
Course Code: HRM 307
Program: Bachelor
Department: Human Resource Management
College: Business Administration, Al Kharj
Institution: Prince Sattam Bin Abdulaziz University , Al Kharj
Version: 2022-23
Last Revision Date: 21/03/2023



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A. General information about the course:

Course Identification	
1. Credit hours:	
2. Course type	
a.	University <input type="checkbox"/> College <input type="checkbox"/> Department <input checked="" type="checkbox"/> Track <input type="checkbox"/> Others <input type="checkbox"/>
b.	Required <input type="checkbox"/> Elective <input type="checkbox"/>
3. Level/year at which this course is offered:	11 th Trimester
4. Course general Description:	4 credit hours
5. Pre-requirements for this course (if any):	HRM-223 & CL-140
6. Co- requirements for this course (if any):	Not applicable
7. Course Main Objective(s)	

1. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1.	Traditional classroom	44	100
2.	E-learning		
3.	Hybrid <ul style="list-style-type: none"> • Traditional classroom • E-learning 		
4.	Distance learning		

2. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	44
2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	
5.	Others (specify)	
	Total	44



B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	Knowledge and understanding			
1.1	Describe the conceptual framework of industrial relations and outline the various aspects relating to negotiation process.			Assignments, Quizzes, Mid – Term, Project and Final Exam
1.2	Recognize the methods for handling the employees' grievances and settlement of industrial disputes.			Assignments, Quizzes, Mid – Term, Project and Final Exam
1.3	Outline the significance of employee discipline.			Assignments, Quizzes, Mid – Term, Project and Final Exam
2.0	Skills			
2.1	Develop the ability to gather background knowledge for understanding and building Industrial relations concepts.			Evaluation of Group Discussions and feedback
2.2	Explain to develop structure of trade unions and use them for achievement of organizational goals			Evaluation of Group Discussions and feedback
2.3	Design the mechanism for resolving industrial disputes.			Evaluation of case analysis in Teams, class presentations, Group Project evaluation & feedback on discussions.



Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
3.0	Values:			
3.1	Demonstrate self management skill and impression management			Discussion-based lectures Home assignments Group Discussion
3.2	Demonstrate skills of effective communication to occupy leadership positions.			Presentation, Group Discussion , Role Playing and Business games

C. Course Content

No	List of Topics	Contact Hours
1.	<p>INTRODUCTION AND UNDERSTANDING PERSPECTIVES:</p> <ul style="list-style-type: none"> - Terminologies, nature, approaches, importance and parties to Industrial Relations. - Introduction to Industrial Relations with context to Saudi Arabia. - Concepts and values in Industrial Relations. 	8
2.	<p>STAKEHOLDERS AND PARTICIPANTS IN IR:</p> <ul style="list-style-type: none"> - Trade unions, definitions, role and functions, importance, management of trade unions - Management, definitions, role and functions, importance. - Government, definitions, role and functions, importance. - Relation among the participants as a whole. <p>Trade unions, management and government in Saudi Arabia -</p>	8
3.	<p>COLLECTIVE BARGAINING & NEGOTIATION</p> <p>Definition, reasons, objectives, approaches, importance, and processes.</p> <p>Negotiation, Collective bargaining and negotiation process in Saudi Arabian environment.</p>	12
4.	<p>GRIEVANCES AND ARBIRATION</p> <ul style="list-style-type: none"> - Grievances, definition, types, approaches, procedures and solutions. 	8





	- Techniques and requirements. - Dispute resolution involving third parties. - Conciliation, arbitration .environment.	
5.	EMPLOYEE DISCIPLINE: Importance of discipline, types, causes, symptoms, and approaches.	8
Total		44

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Home Assignment (At least two)	3 rd and 9 th	5%
2.	Case Study / Class participation / Presentation	7 th	5%
3.	Mid Term Examination-I	7 th	2%
4.	Quiz (At least two)	3 rd and 9 th	15%
5	Final Examination	12 th	50%

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.)

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	Industrial Relations: Theory and Practice, 4/E, Mike Salamon, ISBN-10: 027364646X • ISBN-13: 9780273646464
Supportive References	<ol style="list-style-type: none"> i. Mike Salamon. Industrial Relations: Theory and Practice. Thomson and Learning. ISBN: 13-9780273646464. ii. David A. DeCenzo. Essentials of Labour Relations. Pearson. ISBN: 10-0132826909. iii. Labour Relations and Collective Bargaining, 2012. Pearson. ISBN: 13- 9780136084354.
Electronic Materials	<ul style="list-style-type: none"> • Emerald/Ebsco data base • www.Wikipedia.com • www.Google.com/statistics • Saudi Digital Library • http://college.hmco.com • http://www.workforce.com.archive/feature/22/28/68/223512.php • www.dol.gov/esa/minwage/america.htm • www.ilo.org • www.srcirhr.com/ • https://faculty.psau.edu.sa





	<ul style="list-style-type: none"> coursematerial@psau.edu.sa
Other Learning Materials	Multi media associated with the text book and the relevant websites

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Indicate requirements for the course including size of classrooms and laboratories (i.e. number of seats in classrooms and laboratories, extent of computer access etc.)
Technology equipment (projector, smart board, software)	(AV, data show, Smart Board, software, etc.) Computer with internet connection and unique data sets for each student as per the class
Other equipment (depending on the nature of the specialty)	

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Students Feedback through survey:	Students	At the end of each academic semester, students' feedback is taken. A survey form entitled, Course Evaluation Survey (CES) provided by NCAAA is administered by Quality & Development Unit regularly using the Survey Monkey portal. In the CES, Q.No.5 to Q.No.9 reflects the students' opinion on the effectiveness of teaching. Further, students can also provide their feedback on the effectiveness of teaching using the open ended questions given at the end of CES.
Peer-Observation:	Faculty	A senior faculty from the college/department nominated by DC visits the class and observes at least 2-3 classes during the entire semester. Peer





Assessment Areas/Issues	Assessor	Assessment Methods
		observer provides his feedback on a template provided by Deanship of Development & Quality viz. class observation form for developing the teaching learning process.
Self-Assessment:	Self	At the end of each semester, the course instructor self-reflects his experiences during the semester and prepares the course report, which is discussed at the DC/CC for further improvement.
Other		

Assessor (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

G. Specification Approval Data

COUNCIL /COMMITTEE	
REFERENCE NO.	
DATE	21/03/2023

