



**SECOND YEAR OF BACHELOR OF
COMMERCE MAJOR ACCOUNTANCY
REVISED SYLLABUS ACCORDING TO CBCS
NEP2020**

**COURSE TITLE: HUMAN RESOURCE MANAGEMENT
SEMESTER-IV, W.E.F. 2024-2025**

**RECOMMENDED BY THE BOARD OF STUDIES IN COMMERCE
AND**

APPROVED BY THE ACADEMIC COUNCIL

Devrukh Shikshan Prasarak Mandal's

Nya. Tatyasaheb Athalye Arts, Ved. S. R. Sapre Commerce, and
Vid. Dadasaheb Pitre Science College (Autonomous), Devrukh.
Tal. Sangmeshwar, Dist. Ratnagiri-415804, Maharashtra, India

Academic Council Item No: _____

Name of the Implementing Institute	:	Nya. Tatyasaheb Athalye Arts, Ved. S. R. Sapre Commerce, and Vid. Dadasaheb Pitre Science College (Autonomous), Devrukh. Tal. Sangmeshwar, Dist. Ratnagiri-415804,
Name of the Parent University	:	University of Mumbai
Name of the Programme	:	Bachelor of Commerce
Name of the Department	:	Accountancy
Name of the Class	:	Second Year
Semester	:	Fourth
No. of Credits	:	04
Title of the Course	:	Commerce - IV (Human Resource Management)
Course Code	:	C204ACT
Name of the Vertical in adherence to NEP 2020	:	Major and Minor
Eligibility for Admission	:	Any First Year B. Com Pass seeking Admission to Degree Programme in adherence to Rules and Regulationsof the University of Mumbai and Government of Maharashtra
Passing Marks	:	40%
Mode of Assessment	:	Formative and Summative
Level	:	UG
Pattern of Marks Distribution for TE and CIA	:	60:40
Status	:	NEP-CBCS
To be implemented from Academic Year	:	2024-2025
Ordinances /Regulations (if any)		

Syllabus for Second Year of Bachelor of Commerce in Accountancy

(With effect from the academic year 2024-2025)

SEMESTER-IV

Paper No.— IV

Course Title: Commerce - IV (HRM)

No. of Credits - 04

Type of Vertical: Major and Minor

COURSE CODE: C204ACT

Learning Outcomes Based on BLOOM's Taxonomy:

After completing the course, the learner will be able to...		
Course Learning Outcome No.	Blooms Taxonomy	Course Learning Outcome
CLO-01	Remember	Remember the concepts of Human Resource Management
CLO-02	Understand	Understanding the process of Human Resource Development
CLO-03	Apply	Application of the Human Relation.
CLO-04	Analyze	Analyze the recent trends of Human Resource Management.

Syllabus for Second Year of Bachelor of Commerce in Accountancy
(With effect from the academic year 2024-2025)

SEMESTER-IV

Paper No.— IV

Course Title: Commerce - IV (HRM)

No. of Credits - 04

Type of Vertical: Major and Minor

COURSE CODE: C204ACT

COURSE CONTENT			
Module No.	Content	Credits	No. of Lectures
1	<p>Human Resource Management</p> <ul style="list-style-type: none"> • Human Resource Management – Concept, Functions, Importance, Traditional v/s Strategic Human Resource Management • Human Resource Planning- Concept Steps in Human Resource Planning Job Analysis-Concept, Components, Job design- Concept, Techniques • Recruitment- Concept, Sources of Recruitment Selection - Concept , process , Techniques of E,selection 	01	15
2	<p>Human Resource Development</p> <ul style="list-style-type: none"> • Human Resource Development- Concept, functions Training- Concept, Process of identifying training and development needs, Methods of Training & Development (Apprenticeship, understudy, job rotation, vestibule training, case study, role playing, sensitivity training, In, basket, management games) Evaluating training effectiveness- Concept, Methods • Performance Appraisal- Concept, Benefits, Limitations, Methods Potential Appraisal-Concept, Importance • Career Planning- Concept, Importance Succession Planning- Concept, Need Mentoring- Concept, Importance Counseling- Concept, Techniques. 	01	15
3	<p>Human Relations</p> <ul style="list-style-type: none"> • Human Relations- Concept, Significance Leadership –Concept, Transactional & Transformational Leadership Motivation- Concept, Theories of Motivation,(Maslow’s Need Hierarchy Theory, Vroom’s Expectancy Theory, McGregor’s Theory X and Theory Y, Pink’s Theory of Motivation) • Employees Morale- Concept, Factors affecting Morale, Measurement of Employees Morale Emotional Quotient and Spiritual Quotient- Concept, Factors affecting EQ & SQ Employee Grievance- Causes, Procedure for Grievance redressal Employee welfare measures and Healthy & Safety Measures. 	01	15

4	<p>Trends In Human Resource Management</p> <ul style="list-style-type: none"> • HR in changing environment: Competencies- concept, classification Learning organizations- Concept, Creating an innovative organization, Innovation culture- Concept, Need, Managerial role. • Trends in Human Resource Management,: Employee Engagement- Concept, Types Human resource Information System (HRIS) – Concept, Importance, Changing patterns of employment. <p>Challenges in Human Resource Management: Employee Empowerment, Workforce Diversity. Attrition, Downsizing, Employee Absenteeism, Work life Balance, Sexual Harassment at work place, Domestic and International HR Practices, Millennial (Gen Y) Competency Mapping</p>	01	15
Total		04	60

Required Previous Knowledge

Basic introductory knowledge about Human resource field and its functioning.

Access to the Course

The students who have successfully completed First Year of B.Com.

Forms of Assessment

The assessment of the course will be of Diagnostic, Formative and Summative type. At the beginning of the course diagnostic assessment will be carried out. The formative assessment will be used for the Continuous Internal Evaluation whereas the summative assessment will be conducted at the end of the term. The weightage for formative and summative assessment will be 60:40. The detailed pattern is as given below.

Term End Evaluation (60%)

Question Paper Pattern

100 Marks (Will be converted to 60 Marks)

Time: 3 hours

Question No.	Sub-Question	Module	Question Pattern	Marks
Q.1		All Module	Multiple Choice Questions (Attempt any 10 out of 15)	20
Q. 2	a, b,& c	I	Solve any two questions from given three questions	20
Q. 3	a, b,& c	II	Solve any two questions from given three questions	20
Q. 4	a, b,& c	III	Solve any two questions from given three questions	20
Q. 5	a, b,& c	IV	Solve any two questions from given three questions	20
Total				100

Internal evaluation (40%)

Sr. No.	Description	Marks
1	30 Marks Unit Test Converted to 15 Marks	15
2	Assignments (Minimum four)	10
3	Attendance/Active Participation in teaching learning Process	05
4	Subject related activities as assigned by the teacher – PPT/Viva/Project/Survey etc.	10
Total		40

Grading Scale

The grading scale used is O to F. Grade O is the highest passing grade on the grading scale, and grade F is a failure. The Board of Examinations of the college reserves the right to change the grading scale.

References:

Aston Centre for Human Resources (2008) Strategic human resource management: building research-based practice. Mumbai: Jaico Publishing House.

Farnham, D. (2015) Human resource management in context: strategies, insights and solutions. 4th edition. London: Chartered Institute of Personnel and Development.