

School / Faculty: Federation Business School

Course Title: PRINCIPLES OF EMPLOYEE RELATIONS

Course ID: BSMAN2006

Credit Points: 15.00

Prerequisite(s): Nil

Co-requisite(s): Nil

Exclusion(s): Nil

ASCED Code: 080307

Grading Scheme: Graded (HD, D, C, etc.)

Program Level:

AQF Level of Program						
	5	6	7	8	9	10
Level						
Introductory	■	■	■	■	■	■
Intermediate	■	■	✓	■	■	■
Advanced	■	■	■	■	■	■

Learning Outcomes:

Knowledge:

- K1.** Relate how federal and state legislation may impact on employee relations
- K2.** Outline strategic approaches to building and maintaining a productive workplace culture
- K3.** Describe different approaches to resolving employee relations problems
- K4.** Recognise different strategic approaches to managing diversity within the workforce

Skills:

- S1.** Interpret employee relations scenarios and develop appropriate business reports
- S2.** Identify appropriate strategies and policies for addressing a range of employee relations issues
- S3.** Assess employee relations scenarios and determine the most appropriate resolution strategy. This may include early intervention techniques, problem solving processes or effective negotiation and conflict management techniques

Application of knowledge and skills:

- A1.** Demonstrate an applied understanding of the fundamentals and theories relevant to managing employee relations within an organisational context.

Course Outline (Higher Education)

BSMAN2006 PRINCIPLES OF EMPLOYEE RELATIONS

- A2.** Research and analyse a variety of organisational scenarios to develop appropriate organisational strategy addressing relevant federal and state employee relations legislation and organisational ethics, sustainability and social responsibility policies
- A3.** Develop an employee relations strategy which may include organizational strategic objectives, conditions of employment, legal requirements, risk management, approaches to managing employee grievances and diversity management strategies.

Course Content:

This course is designed to introduce students to the principles of employee relations. It will examine employee relations strategies and policies; risk management strategies; employee rights and obligations; resolution of employee relations problems and management of workplace diversity. Students will identify relevant employee relations' legislation (federal and state) ie. equal opportunity, diversity, industrial relations, anti-discrimination, unfair dismissal rules and due process; applicable to their geographic location and industry. Students will develop an understanding of the application of employee relations' strategies and policies; staff development strategies, risk management strategies (in relation to employee relations), employee rights and obligations, in building productive cultures within diverse workforces. Students will develop consultation and communication skills and techniques for use in employee relations and the management of conflict resolution and negotiation. Students will be able to research, analyse, discuss and report on employee relations' policies and strategies, risk management, conflict negotiation and resolution and motivation issues.

Values and Graduate Attributes:

his course will help students to develop values and attributes that will:

Values:

- V1.** Display the skills, motivation and confidence to engage in continuous learning and progress their studies in an applied discipline
- V2.** Be highly valued within an organisation for being committed to the management of employee relations within an organisational environment
- V3.** Support socially responsible and ethical behaviour in the facilitation of a employee relations strategy within an organisation

Graduate Attributes:

FedUni graduate attributes statement. To have graduates with knowledge, skills and competence that enable them to stand out as critical, creative and enquiring learners who are capable, flexible and work ready, and responsible, ethical and engaged citizens.

Attribute	Brief Description	Focus
Knowledge, skills and competence	The development of knowledge and skills relevant to employee relations as described under federal and state legislation and in the course BSMAN2006 supports the principles of continuous learning as described below: 1 they will be equipped with the skills, motivation and confidence to engage in continuous learning to meet the personal, professional and vocational challenges of an ever changing world;	Medium

Course Outline (Higher Education)

BSMAN2006 PRINCIPLES OF EMPLOYEE RELATIONS

Attribute	Brief Description	Focus
Critical, creative and enquiring learners	The development and application of knowledge and skills relevant to employee relations as described in the course BSMAN2006 supports the principles of self-reliance as described below: they will possess the confidence, capability, assurance, independence and enterprise to enable them to fulfill their personal and career aspirations;	Low
Capable, flexible and work ready	The development of knowledge and skills relevant to the implementation of strategy and policy underpinning employee relations and as described in the course BSMAN2006, supports the principles of engaged citizenship as described below: they will add to the productive capacity of the economy and be in demand and will be attuned to, and engage with, contemporary social and cultural issues and aspire to make meaningful and helpful contributions to local, national and global communities;	High
Responsible, ethical and engaged citizens	The development of knowledge and skills supporting the analysis of conditions of employment as described in the course BSMAN2006 supports the principles of social responsibility as described below: They will be aware of generally accepted norms of ethical behaviour and be encouraged to act in a socially responsible manner both in the work place and other settings.	High

Learning Task and Assessment:

Learning Outcomes Assessed	Assessment Task	Assessment Type	Weighting
K1, K3, S1, S2, A1, A2	Analyse employee relations scenarios and report on conflict resolution, negotiation, motivation issues and resolutions.	Case studies / Report / Assignment	10-30%
K1, K2, K3, K4, S2, S3, A1, A3	Develop an employee relations strategic plan addressing potential organisational and/or employee issues.	Report / Presentation/	20-40%
K1, K2, K3, K4, S1, S2, S4 A1,	Demonstrate applied understanding of the fundamentals and theories learnt through workshops, online discussions and readings	Test/ Exam	30-50%

Adopted Reference Style:

APA