

B.Com.: Semester-IV SEC-3 BCR422: COLLECTIVE BARGAINING AND NEGOTIATION SKILLS	
Teaching Scheme	Examination Scheme
Lectures: 3 hrs/Week	Class Test – 12 Marks
Tutorials: 1 hr/Week	Teachers Assessment – 6 Marks
Credits: 4	Attendance – 12 Marks
	End Semester Exam – 70 Marks

Course Objective

To promote understanding of the concept and theories of collective bargaining and to provide exposure to the required skills in negotiating a contract.

Course Learning Outcomes

After completing the course, the student shall be able to:

- CO1: identify issues in collective bargaining, its significance.
- CO2: understand the levels, coverage and agreements of collective bargaining.
- CO3: enable to liaison in negotiations.
- CO4: differentiate between negotiations, collective bargaining and use of its approaches.
- CO5: administer the negotiation agreement and handle grievance management.
- CO6: show the evidence of the ability to analyses manage and problem solve to deal with the complexities of practice of collective bargaining.

Unit I: Issues in Collective Bargaining
Meaning, Definitions and Characteristics of Collective Bargaining ; Critical Issues in Collective Bargaining; Theories of Collective Bargaining: Hick's Analysis of Wages Setting under Collective Bargaining; Conflict-choice Model of Negotiation, A Behavioural Theory of Labour Negotiation.
Unit II: Collective Bargaining in India
Pre-requisites for successful Collective Bargaining in any Country; Collective Bargaining in Practice; Levels of Bargaining, Coverage and Duration of Agreements; Difficulties in the Bargaining Process and Administration of Agreements. Select case studies from Indian perspective.
Unit III: Negotiating a Contract
Meaning of Negotiations, Pre-negotiation- Preparing the Charter of Demand(s), Creating the Bargaining Team, Submission of COD, Costing of Labour Contracts.
Unit IV: Negotiation Skills
Negotiation Process; Effective Negotiation-Preparing for Negotiation, Negotiating Integrative Agreements; Negotiation and Collective Bargaining- Approaches and Phases in Collective Bargaining, Coalition Bargaining and Fractional Bargaining, Impasse Resolution, Contract Ratification.
Unit V: Negotiation and Administration
Post Negotiation-Administration of the Agreement, Grievance Management, Binding up the Wounds; Collective Bargaining & the emerging scenario.



Suggested Readings

- Venkataratnam, C. S. (2017). Industrial Relations: Text and Cases. Delhi: Oxford University Press.
- Salamon, Michael. (2001). Industrial Relations—Theory & Practice. London: Prentice Hall.
- Dubey, S., Jain P. (2017) Collective Bargaining and negotiation Skills. Bookage Publications.

Additional Readings

- Dwivedi, R.S. (2002). Managing Human Resources: Industrial Relations in Indian Enterprises. New Delhi: Galgotia Publishing Company.
- Edwards, P. (2009). Industrial Relations: Theory and Practice in Britain. U.K: Blackwell Publishing.
- Anand, K.B., Paswan, A.K., (2017), Collective Bargaining and Negotiation Skills. Galgotia Publishing Company.

Note: Latest edition of readings may be used.

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