# HRM 201
## Workplace Relations

S1 Day 2016

*Dept of Marketing and Management*

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## Disclaimer

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## General Information

<table>
<thead>
<tr>
<th>Unit convenor and teaching staff</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Unit Convenor</td>
<td>Nikola Balnave</td>
</tr>
<tr>
<td><a href="mailto:nikki.balnave@mq.edu.au">nikki.balnave@mq.edu.au</a></td>
<td></td>
</tr>
<tr>
<td>Contact via email</td>
<td>E4A 509</td>
</tr>
<tr>
<td>Thursday 12:00-1:00pm</td>
<td></td>
</tr>
<tr>
<td>Alison Barnes</td>
<td><a href="mailto:alison.barnes@mq.edu.au">alison.barnes@mq.edu.au</a></td>
</tr>
<tr>
<td>Credit points</td>
<td>3</td>
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<td>Prerequisites</td>
<td>HRM107</td>
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<td>Co-badged status</td>
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**Unit description**

This unit examines the broad macro issues related to managing people at work. The scope extends to the macroeconomic environment including the economic, political, social, and institutional context. The unit is approached from a stakeholder perspective, emphasising the way that management, labour and the state, along with other key stakeholders, act, both separately and together, to structure the employment relationship. Topics include the regulatory framework, bargaining structures and processes, conflict and co-operation, and the impact of change and reform directions. In particular students will be required to develop graduate capabilities in relation to critical, analytical and integrative thinking.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at [https://students.mq.edu.au/important-dates](https://students.mq.edu.au/important-dates)

## Learning Outcomes

1. Understand and identify the different approaches to the study and practice of employment relations
2. Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
3. Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
4. Define and apply theory in key employment relations processes
5. Relate the above to current issues in the field of employment relations

**General Assessment Information**

Important:

It is the responsibility of students to view their marks for each within session assessment on iLearn within 20 working days of posting. If there are any discrepancies, students must contact the unit convenor immediately. Failure to do so will mean that queries received after the release of final results regarding assessment marks (not including the final exam mark) will not be addressed.

**Assessment Tasks**

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignment</td>
<td>20%</td>
<td>Week 6</td>
</tr>
<tr>
<td>Essay</td>
<td>40%</td>
<td>Week 9</td>
</tr>
<tr>
<td>Final Examination</td>
<td>40%</td>
<td>University Examination Period</td>
</tr>
</tbody>
</table>

**Assignment**

Due: **Week 6**

Weighting: **20%**

Weighting: 20%

Due Date: Thursday 7 April (Week 6)

Duration/Length: 1000 Words (+/- 10%)

**Submission Details**

Students must submit their assignments electronically through Turnitin using the link on iLearn, and in hard copy to BESS (E4A Level 2) by **4:00pm** on the due date.

Hard copies must be **identical** to the electronic version submitted.

**Late submissions**
Late essays must also be submitted through Turnitin and a hard copy submitted to BESS in building E4A to be date stamped and forwarded to your tutor for marking.

No extensions will be granted. A student who submits a late assessment will be penalised by 10% per day. That is, marks equal to 10% of the assignment’s weight will be deducted as a ‘flat rate’ from the mark awarded. For example, for an assignment that has a possible highest mark of 20, the student’s awarded mark will have two marks deducted for each late day. Saturday and Sunday each count as one day. This penalty does not apply for cases in which an application for disruption to studies is made and approved.

**Description**

This assessment task requires you to read a number of short documents and then answer a range of questions.

**Aims and Objectives**

This exercise is designed to start students thinking about the range of perspectives held by various stakeholders on employment relations issues. When it comes to debates about employment relations matters, there is no black and white, no right or wrong. Employment relations stakeholders often have different and sometimes competing views, and expected alliances can often shift depending on the issue. Students are encouraged to approach any employment relations matter objectively, recognise that there will be a number of perspectives on the issue, and critically evaluate all viewpoints before arriving at a conclusion.

This Assessment Task relates to the following Learning Outcomes:

- Understand and identify the different approaches to the study and practice of employment relations
- Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Relate the above to current issues in the field of employment relations

**Essay**

Due: **Week 9**

Weighting: **40%**

**Weighting:**

40%

**Due Date:** Thursday 12 May (Week 9)

**Duration/Length:** 2000 Words (+/- 10%)
Students must submit their essays electronically through Turnitin using the link on iLearn, and in hard copy to BESS (E4A Level 2) by **4:00pm** on the due date.

Hard copies must be **identical** to the electronic version submitted.

Late essays must also be submitted through Turnitin and a hard copy submitted to BESS in Building E4A to be date stamped and forwarded to your tutor for marking.

**Late submissions**

Late essays must also be submitted through Turnitin and a hard copy submitted to BESS in building E4A to be date stamped and forwarded to your tutor for marking.

No extensions will be granted. A student who submits a late assessment will be penalised by 10% per day. That is, marks equal to 10% of the assignment’s weight will be deducted as a ‘flat rate’ from the mark awarded. For example, for an assignment that has a possible highest mark of 40, the student’s awarded mark will have four marks deducted for each late day. Saturday and Sunday each count as one day. This penalty does not apply for cases in which an application for disruption to studies is made and approved.

**Aims and Objectives**

This assessment encourages students to:

- Provide a critical perspective of the academic literature on a topic.
- Construct a sustained argument in response to the question.
- Utilise and conform to the principles of academic rigour in the production of an acceptable, formal response to the question.

This Assessment Task relates to the following Learning Outcomes:

- Understand and identify the different approaches to the study and practice of employment relations
- Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Define and apply theory in key employment relations processes
- Relate the above to current issues in the field of employment relations

**Final Examination**

**Due:** University Examination Period

**Weighting:** **40%**

**Weighting:** **40%**

**Due Date:** Formal Examination Period
Duration: 2 Hours

The final examination will be closed book. The exam will be of two hour duration. The exam will be held during the University Examination period and will include short answer and multiple choice questions.

A final examination is included as an assessment task for this unit to provide assurance that:

i) the product belongs to the student and

ii) the student has attained the knowledge and skills tested in the exam.

This Assessment Task relates to the following Learning Outcomes:

- Understand and identify the different approaches to the study and practice of employment relations
- Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Define and apply theory in key employment relations processes
- Relate the above to current issues in the field of employment relations

Delivery and Resources

Classes

The unit involves 3 hours face-to-face teaching per week consisting of a two hour lecture and one hour tutorial.

The timetable for classes can be found on the University web site at:
http://www.timetables.mq.edu.au/

While tutorials are not compulsory, if your final grade is marginal, your tutor's opinion of your performance may be instrumental in determining your final grade.

Students MUST attend the tutorial assigned unless given permission by Lecturer or Tutor in special circumstances

Prizes

The NSW Industrial Relations Society Prize

Required Text

Technology Used and Required
Students are required to use iLearn.

Unit Web Page
Course material is available on the learning management system (ilearn)
The web page for this unit can be found at: https://ilearn.mq.edu.au/login/MQ/

Learning and Teaching Activities
Students are expected to read and research each topic in advance, participate in class /tutorial discussions and to maintain a strong interest in current issues and changes in workplace relations.

Changes since the last offering of this unit
Lecture material and tutorial activities have been updated to reflect current workplace relations issues.

Unit Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Week Commencing</th>
<th>Lecture Topic</th>
<th>Text Chapter</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>29 February</td>
<td>What is employment relations?</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>7 March</td>
<td>Approaches to the study of employment relations</td>
<td>2 &amp; 3</td>
</tr>
<tr>
<td>3</td>
<td>14 March</td>
<td>The state</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>21 March</td>
<td>Management &amp; employer representatives</td>
<td>5</td>
</tr>
<tr>
<td>5</td>
<td>29 March</td>
<td>Employee representation - Union and non-union</td>
<td>6 &amp; 7</td>
</tr>
<tr>
<td>6</td>
<td>4 April</td>
<td>Rule-making - State regulation (1)</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>11 – 22 April</td>
<td>MID SEMESTER BREAK</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>25 April</td>
<td>Rule-making - State regulation (2)</td>
<td>9</td>
</tr>
<tr>
<td>8</td>
<td>2 May</td>
<td>Rule-making - Managerial unilateralism &amp; individual contracting</td>
<td>10</td>
</tr>
<tr>
<td>9</td>
<td>9 May</td>
<td>Rule-making - Collective agreement-making &amp; bargaining</td>
<td>11</td>
</tr>
<tr>
<td>10</td>
<td>16 May</td>
<td>Collective bargaining simulation</td>
<td>Readings on iLearn</td>
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<tr>
<td>11</td>
<td>23 May</td>
<td>Industrial conflict</td>
<td>12</td>
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Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:


In addition, a number of other policies can be found in the **Learning and Teaching Category** of Policy Central.

**Student Code of Conduct**

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: [https://students.mq.edu.au/support/student_conduct/](https://students.mq.edu.au/support/student_conduct/)

**Results**

Results shown in iLearn, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit [ask.mq.edu.au](http://ask.mq.edu.au).

**Academic Honesty**

The nature of scholarly endeavour, dependent as it is on the work of others, binds all members of the University community to abide by the principles of academic honesty. Its fundamental principle is that all staff and students act with integrity in the creation, development, application and use of ideas and information. This means that:
all academic work claimed as original is the work of the author making the claim  
all academic collaborations are acknowledged  
academic work is not falsified in any way  
when the ideas of others are used, these ideas are acknowledged appropriately.

Further information on the academic honesty can be found in the Macquarie University Academic Honesty Policy at http://www.mq.edu.au/policy/docs/academic_honesty/policy.html

Grades
Macquarie University uses the following grades in coursework units of study:

- HD - High Distinction
- D - Distinction
- CR - Credit
- P - Pass
- F - Fail

Grade descriptors and other information concerning grading are contained in the Macquarie University Grading Policy which is available at:


Grading Appeals and Final Examination Script Viewing
If, at the conclusion of the unit, you have performed below expectations, and are considering lodging an appeal of grade and/or viewing your final exam script please refer to the following website which provides information about these processes and the cut off dates in the first instance. Please read the instructions provided concerning what constitutes a valid grounds for appeal before appealing your grade.

http://www.businessandeconomics.mq.edu.au/new_and_current_students/undergraduate_current_students/how_do_i/grade_appeals/

Student Support
Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills
Learning Skills (mq.edu.au/learnskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser
Graduate Capabilities

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Define and apply theory in key employment relations processes
- Relate the above to current issues in the field of employment relations

Assessment tasks

- Essay
- Final Examination

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:
Learning outcomes

- Understand and identify the different approaches to the study and practice of employment relations
- Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Define and apply theory in key employment relations processes
- Relate the above to current issues in the field of employment relations

Assessment tasks

- Assignment
- Essay
- Final Examination

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- Understand and identify the different approaches to the study and practice of employment relations
- Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Define and apply theory in key employment relations processes
- Relate the above to current issues in the field of employment relations

Assessment tasks

- Assignment
- Essay
Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

- Understand and identify the different approaches to the study and practice of employment relations
- Identify internal and external stakeholders in the employment relationship and the goals and objectives of these stakeholders
- Analyse the way that these stakeholders act, together and separately, to shape employment relations processes
- Define and apply theory in key employment relations processes
- Relate the above to current issues in the field of employment relations

Assessment tasks

- Assignment
- Essay
- Final Examination

Research and Practice, Global and Sustainability

The unit explores the impact of industrial relations and employment policy and practice on economic and social sustainability.

The unit uses research by Macquarie University researchers as well as from external sources. The unit gives you practice in applying research findings in your assignments.

Recommended resources:

E-Resources:

ABI/INFORM – comprehensive business database.

Business Source Complete – business resources for undergraduate/postgraduate use, with extensive archive of articles. Access to industry reports, market research reports, country reports & company profiles.

Emerald Fulltext – scholarly research in management.
**Factiva** – full text business and company information from major Australian and international news sources.

**Related Databases:**

**AIMMAT: AIM Management & Training Database** – a source for Australian, New Zealand and South East Asian articles on management and training. Includes many case studies.

**Informit** – Australasian content on social, economic and political issues.

**Proquest ANZ Newsstand** – provides full text of Australian and New Zealand newspapers, except the AFR.

**Relevant Journals:**

Australian Bulletin of Labour

Journal of Australian Political Economy

British Journal of Industrial Relations

Economic and Labor Relations Review

HR Monthly

International Journal of Employment Studies

Journal of Industrial Relations

Labour and Industry

New Technology, Work and Society

People Management

Research and Practice in Human Resource Management

Work and Occupations

Work, Employment and Society