



The University of Southern Queensland

## Course specification

The current and official versions of the course specifications are available on the web at <http://www.usq.edu.au/coursespecification/current>.  
Please consult the web for updates that may occur during the year.

### Description: Employment Relations

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
MGT	2006	94018	6, 2009	EXT	1.00	Toowoomba

<b>Academic group:</b>	FOBUS
<b>Academic org:</b>	FOB004
<b>Student contribution band:</b>	3A
<b>ASCED code:</b>	080309

### STAFFING

Examiner: Shalene Werth  
Moderator: Kim Southey

### OTHER REQUISITES

Students are required to have access to a personal computer, e-mail capabilities and Internet access to UConnect. Current details of computer requirements can be found at <http://www.usq.edu.au/ict/students/standards/default.htm>.

### RATIONALE

It is essential that human resource managers and other managers have an understanding of the employment relations framework within which they operate. Profound changes are occurring in the labour markets and economies throughout the world. The role of the state in regulating employment relations is shifting dramatically. All organisations are bound by industrial relations and employment law. Most large employers in Australia and most industrialised countries remain unionised, to some extent. The study of employment relations enables students to understand the implications of these issues for the management of people at work.

### SYNOPSIS

Issues covered in the course include collective bargaining, the causes of industrial conflict, the role of trade unions, management and the state in employment relations and the changing nature of work and employment within a global context. The course also examines the implications of the recent Work Choices reforms in Australia, the increasing significance of emotional labour and the relationship between employment relations and national and organizational economic performance. This course is structured to meet the diverse needs of both Australian and overseas students. It ensures that Australian students gain a sound understanding of the parties, processes and institutions of the Australian employment relations system.

### OBJECTIVES

On successful completion of this course, students should be able to:

1. understand and be able to explain the relevance of employment relations for the management of the contemporary workforce
2. critically evaluate the competing theoretical and ideological perspectives in employment relations
3. demonstrate an understanding of the changing labour market context of employment relations
4. show understanding of some of the main processes and parties (including unions, the state and management) associated with employment relations
5. critique employment relations in Australia, including the implications of current legislation
6. explain the causes, patterns and manifestations of industrial conflict
7. critically evaluate employment relations in an international comparative context
8. demonstrate written communication skills through researching and submitting the written assignment
9. develop an understanding of ethical research and enquiry skills, academic norms and integrity.

## TOPICS

Description	Weighting (%)
1. Introduction to employment relations	8.30
2. The organisation of work	8.30
3. Agreements	8.30
4. Employment relations in Australia - forward with fairness	8.40
5. Unions and employer associations	8.30
6. Managing workforce diversity	8.30
7. Negotiating	8.30
8. Industrial conflict	8.30
9. Tribunal systems and awards	8.30
10. International employment relations	8.40
11. Comparative employment relations	8.40
12. Emotion work	8.40

## TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

Allan, C, McPhail, R & Wilkinson, A 2008, *Introduction to employment relations*, Pearson Education, Frenchs Forest, New South Wales.

Summers, J & Smith, B 2006, *Communication skills handbook: how to succeed in written and oral communication*, 2nd edn, John Wiley & Sons, Milton, Queensland.

## REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

## STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Assessments	35.00
Directed Study	75.00
Private Study	55.00

## ASSESSMENT DETAILS

Description	Marks out of	Wtg (%)	Due date	Objectives assessed	Graduate skill	Level assessed
CMA TEST 1	20.00	5.00	16 Oct 2009	1, 2, 3, 4, 5, 6		
CMA TEST 2	20.00	5.00	06 Nov 2009	1, 2, 3, 4, 5, 6		
WRITTEN ASSIGNMENT	100.00	40.00	13 Nov 2009	All		
CMA TEST 3	20.00	5.00	20 Nov 2009	1, 2, 3, 4, 5, 6		
CMA TEST 4	20.00	5.00	04 Dec 2009	1, 2, 3, 4, 5, 6, 7		
EXAMINATION - PART A	10.00	10.00	END S6 (see note 1)	All		
EXAMINATION - PART B	30.00	30.00	END S6	All		

### NOTES

1. The examination is scheduled to be held in the end-of-semester examination period. Students will be advised of the official examination date for exam (parts A and B) after the timetable has been finalised. The total working time for exam (parts A and B) is 2 hours.

## IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:  
If you are an international student in Australia, you are advised to attend all classes at your campus. For all other students, there are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:

To satisfactorily complete an individual assessment item a student must achieve at least 50% of the marks. (Depending upon the requirements in Statement 4 below, students may not have to satisfactorily complete each assessment item to receive a passing grade in this course.)

- 3 Penalties for late submission of required work:  
If students submit assignments after the due date without prior approval of the examiner, then a penalty of 5% of the total marks gained by the student for the assignment may apply for each working day late up to ten working days at which time a mark of zero may be recorded.
- 4 Requirements for student to be awarded a passing grade in the course:  
To be assured of receiving a passing grade a student must achieve at least 50% of the total weighted marks available for the course.
- 5 Method used to combine assessment results to attain final grade:  
The final grades for students will be assigned on the basis of the aggregate of the weighted marks obtained for each of the summative assessment items in the course.
- 6 Examination information:  
This is a restricted examination. Candidates are allowed access to specific materials during the examination. The only materials that candidates may use in the restricted examination for this course are: (i) writing and drawing instruments; (ii) an unmarked paper-based translation dictionary.
- 7 Examination period when Deferred/Supplementary examinations will be held:  
Any Deferred or Supplementary examinations for this course will be held during the next examination period.
- 8 University Regulations:  
Students should read USQ Regulations 5.1 Definitions, 5.6 Assessment, and 5.10 Student Academic Misconduct for further information and to avoid actions which might contravene university regulations. These regulations can be found at <http://www.usq.edu.au/corporateservices/calendar/part5.htm>. Students should also read the Faculty of Business Procedures which can be found at <http://www.usq.edu.au/business/aboutfob.htm>.

## ASSESSMENT NOTES

- 1 Assignments: (i) The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the examiner. (ii) Students must retain a copy of each assignment submitted for assessment. This must be produced within 24 hours if required by the examiner. (iii) In accordance with university policy, the examiner may grant an extension of the due date of an assignment in extenuating circumstances. (iv) The examiner will normally only accept assessments that have been written, typed or printed on paper-based media. (v) The examiner will not accept submission of assignments by facsimile. (vi) Students who do not have regular access to postal services or who are otherwise disadvantaged by these regulations may be given special consideration. They should contact the examiner to negotiate such special arrangements. (vii) In the event that a due date for an assignment falls on a local public holiday in their area, such as a show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the examiner's convenience.
- 2 Course weightings: Course weightings of topics should not be interpreted as applying to the number of marks allocated to questions testing those topics in an examination paper. The examination may test material already tested in assignments.

- 3 Referencing in assignments: Harvard (AGPS) is the referencing system required in this course. Students should use Harvard (AGPS) style in their assignments to format details of the information sources they have cited in their work. The Harvard (AGPS) style to be used is defined by the USQ Library's referencing guide at <http://www.usq.edu.au/library/help/referencing/default.htm>.
- 4 Deferred work: Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or to sit for an examination at the scheduled time may apply to defer an assessment in a course. Such a request must be accompanied by appropriate supporting documentation. One of the following temporary grades may be awarded: IDS (Incomplete - Deferred Examination); IDM (Incomplete Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred Make-up).

### **OTHER REQUIREMENTS**

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