



UNIVERSITI TEKNOLOGI MARA

ADS465: INDUSTRIAL RELATIONS

Course Name (English)	INDUSTRIAL RELATIONS APPROVED
Course Code	ADS465
MQF Credit	3
Course Description	This course is an introductory to industrial relations for the degree level. It provides a holistic perspective of the relationship among main players at the workplace, particularly in Malaysia. It introduces and discusses the practice of industrial relations in the country based on three main labour laws in Malaysia, namely: the Industrial Relations Act 1967, The Trade Unions Act, 1959 and the Employment Act, 1955.
Transferable Skills	1. Demonstrate ability to identify and articulate self-skills, knowledge and understanding confidently and in a variety of contexts; 2. Demonstrate ability to work professionally and contribute positively in team; 3. Demonstrate ability to analyse issues /problems from multiple angles and make suggestions
Teaching Methodologies	Lectures, Case Study, Tutorial, Discussion
CLO	CLO1 Explain the significant impact of industrial relation practices in Malaysian public and private sectors. CLO2 Work collaboratively with team members in identifying issues related to industrial relations practices in Malaysian public and private sectors. CLO3 Apply suitable methods and mechanisms in analysing issues related to industrial relations practices in Malaysian public and private sectors.
Pre-Requisite Courses	No course recommendations
Topics	
1. Overview of Industrial Relations 1.1) Definition and principles of industrial relations 1.2) Harmonious relations and its effects 1.3) Types of decision making in the industrial relations system 1.4) Roles and functions of government in the industrial relations 1.5) Ministry of Human Resources	
2. Evolvement of Industrial Relations 2.1) Origins of industrial relations 2.2) Malaysian industrial relations 2.3) International evolvement of industrial relations 2.4) Industrial relations in the Malaysian public sector	
3. Trade Unions 3.1) Definition and objective of trade unions 3.2) Reasons for joining trade union 3.3) Types and categories of trade unions 3.4) Composition of trade union 3.5) Formation, registration and deregistration of trade union 3.6) Immunity, liability and rights of trade union	
4. Trade Unions Constitution and Management (Accordance to the Trade Unions Act 1959) 4.1) Trade union constitution 4.2) Duties, rights and powers of trade unions 4.3) Union membership, officers and employees 4.4) Management of union funds and account 4.5) Powers of the Director General of Trade Unions	

5. Rights and Responsibilities of Employees and Employers (Accordance to the Industrial Relations Act 1967)

- 5.1) Rights of employees and employers
- 5.2) Responsibilities of employees and employers

6. Recognition of Trade Union

- 6.1) Definition of recognition
- 6.2) Scope, types and requirement of recognition
- 6.3) Procedures of recognition
- 6.4) Problems in the recognition process
- 6.5) Effects of recognition

7. Collective Bargaining

- 7.1) Definition and objectives of collective bargaining
- 7.2) Collective bargaining strength
- 7.3) Process of collective bargaining
- 7.4) Managerial prerogatives
- 7.5) Technique for negotiation
- 7.6) Definition and content of collective agreement
- 7.7) Requirements of collective agreement
- 7.8) Effects of collective agreement

8. Trade Disputes and Industrial Actions

- 8.1) Definition of trade disputes
- 8.2) Causes of trade disputes
- 8.3) Industrial actions by employees
- 8.4) Industrial actions by employers
- 8.5) Settlement of trade disputes

9. Provisions of Employment Act, 1955

- 9.1) Employees covered by the Act
- 9.2) Employment contract and termination of contract
- 9.3) Misconduct and due inquiry
- 9.4) Wages
- 9.5) Working hours
- 9.6) Paid leaves and leaves benefits
- 9.7) Protection for female employees
- 9.8) Termination, lay-off and retirement benefits
- 9.9) Protection on foreign workers

10. Labour Court and Industrial Court

- 10.1) Structure, power and jurisdiction of Labour Court
- 10.2) Structure, power and jurisdiction of Industrial Court

Assessment Breakdown		%	
Continuous Assessment		40.00%	
Final Assessment		60.00%	

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Discussion	Situational based analysis (individual task)	10%	CLO1
	Discussion	Presentation	15%	CLO2
	Written Report	Report	15%	CLO3

Reading List	Recommended Text	Reference Book Resources
	<ul style="list-style-type: none"> • Maimunah Aminuddin 2013, <i>Malaysian Industrial Relations and Employment Law</i>, 8th Ed. • Malaysia, <i>Employment Act 1955 (Act 265), Regulations and Order</i> [ISBN: 9789678921855] • Malaysia, <i>Industrial Relations Act 1967 (Act 177), Rules & Regulations</i> [ISBN: 9789678920766] • Malaysia, Lembaga Penyelidikan Undang-Undang, <i>Trade Unions Act 1959 & Regulations</i> [ISBN: 9789678919357] 	<ul style="list-style-type: none"> • Altaf Ahmad Mir, Ahmad Kamal (Nik.) 2012, <i>Employment Law in Malaysia</i> [ISBN: 9678914263] • D'Cruz, M. N. 2000, <i>A Comprehensive Guide to Current Malaysian Labour Laws</i>, Leeds Publications Kuala Lumpur • Chen, V. S. 2011, <i>Industrial Relations Law and Practices in Malaysia</i>, CCH • Fossum, J. 2015, <i>Labor Relations: Development, Structure and Process</i>, McGraw-Hill • Carrel, M. R. 2014, <i>Labor Relations and Collective Bargaining: Private and Public Sectors (10th Edition)</i>, Pearson Education Limited • Parasuraman, B. 2014, <i>Employee Participation in Malaysia: Theory and Practices</i>, UMK Press, Kelantan • Sharifah Suhanah Syed Ahmad 2012, <i>Industrial Relations Law in Malaysia: Cases and Materials</i>, University of Malaya Press, Kuala Lumpur

Article/Paper List	This Course does not have any article/paper resources
Other References	This Course does not have any other resources