



**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

**'Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017)**

**Direction No 47 of 2023**

**FACULTY OF INTERDISCIPLINARY STUDIES**

**ADMISSION AND EXAMINATIONS LEADING TO THE DEGREE OF MASTER OF HUMAN  
CAPITAL MANAGEMENT AND EMPLOYEE RELATIONS, DIRECTION 2023**

**(CREDIT BASED SEMESTER PATTERN)**

Whereas, as per the direction of the Government of India the State Government of Maharashtra has been implementing NEP-2020 from the academic year 2023-24 at post graduate level. The NEP highlights that quality higher education must aim to develop good, thoughtful, well-rounded and creative individuals. The way to achieve such capabilities is only through holistic and multidisciplinary education with the freedom for students to shape their studies.

AND

Whereas, Vide G.R. No.NEP-2022/CR. No. 09/VISHI-3 Shikana dated 16 May 2023, the Directive, regarding structure and Credit Distribution of PG Degree program was issued by the Higher and Technical Education Department Government of Maharashtra.

AND

Whereas, Vide Notification No. RTMNU/Acd/23/527 dated 14 August 2023, issued by the RTMN University had change the name of the erstwhile program known as Master of Labour Studies to the Master of Human Capital Management and Employee Relations;

AND

Whereas, ordinance making is a time-consuming process and there is an urgency to regularized the modified program of Master of Labour Studies now named as Master of Human Capital Management and Employee Relations, a Semester Pattern Credit Based Programme;

*[Handwritten signatures in blue and red ink]*



therefore, I, Dr. Subhash Chaudhari, Vice Chancellor of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur in exercise of powers vested under Section 14(8) of the Act do hereby issue the following Direction.

1. This Direction may be called "ADMISSION AND EXAMINATIONS LEADING TO THE DEGREE OF MASTER OF HUMAN CAPITAL MANAGEMENT AND EMPLOYEE RELATIONS, DIRECTION 2023".
2. The Direction shall come into force from the Academic year 2023-2024.
3. Definitions:
  - a. **"Degree"** means Post Graduate Degree of Master of Human Capital Management and Employee Relations.
  - b. **"Student"** means student admitted to Post Graduate programme under this Direction.
  - c. **"Board of Studies"** means Board of Studies of the University in the discipline/subjects concerned.
  - d. **"Credit"** means the unit by which the course work is measured. In this Direction one credit means one hour of teaching work or two hours of practical work per week for 15 weeks in a Semester.
  - e. **Grade Letter** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. Grade letters are O, A+, A, B+, B, C, F.
  - f. **Credit Points** refer to the product of No. of Credits multiplied by the Grade Point for a given course/paper.
  - g. **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
  - h. **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all the semesters and the sum total credits of all courses in all the semesters. It is expressed up to two decimal places.
  - i. **Grade Point:** It is a numerical weightage allotted to each letter grade on a 10-point scale.





4. **Admission & Eligibility to the Course:**

As per the G.R. issued by the Labour Department, Government of Maharashtra and subsequent order passed by the University time to time.

5. **Examination:** Examination of all the subjects of post graduate programme shall be conducted for all Semesters twice in a year by the RTM Nagpur University as per the scheme of the examination given in the appendix 1 and 2. The examinations shall be held at such places and on such dates as notified by the University.
6. Without prejudice to other Ordinance in force relating to the examination the provisions of the said ordinance shall apply to every student admitted to this degree.
7. The scope of the subject shall be as prescribed in the syllabus.
8. The medium of instruction and examination shall be English only.
9. The number of papers and maximum marks assigned to each paper and minimum marks/grade, as examinee must obtain in order to pass the examination shall be as prescribed in appendix 1 and 2.
10. The classification of the examinee successful at the Semester end examinations and at the end of final Semester examination shall be as per the rules and regulations of Credit Based Semester Pattern.
11. The provisions of ordinance regarding improvement of Grade/Division shall be applicable.
12. Examinee successful at the final examination shall on payment of the prescribed fees, will be entitled for the award of the degree in the prescribed form signed by the Vice Chancellor.
13. This course is based on Credit Based Semester Pattern and therefore, it shall be regulated by guidelines and regulation issued by the university from time to time.
14. Students will have to obtain minimum 50% marks to pass each course. The marks obtained by the Students in Continuous Assessment are shown separately in the Mark Sheet after Successful completion of the project component that requires minimum 50 % marks. A Students must successfully complete I<sup>st</sup>, II<sup>nd</sup>, III<sup>rd</sup> & IV<sup>th</sup> semester and Field / Project Work in order to qualify for the award of the Degree.
15. **Grade & Grade Point:** Marks of each paper which requires minimum passing percentage as 50% would be converted to grades and grade point as shown in table give below

**Table 1. Conversion of marks to grades and grade point in Credit System**

Sr. No	Marks Range out of 100	Grade points	Letter Grade
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1.	80-100	10	O (Outstanding)
2.	70-79	9	A+ (Very Good)
3.	65-69	8	A (Good)
4.	60-64	7	B+ (Above Average)
5.	55-59	6	B (Average)
6.	50-54	5	C (Pass)
7.	0-50	0	F (Fail)
8.	Absent	0	Ab (Absent)

**Table 2. Conversion of marks to grades and grade point in Credit System**

Sr. No	Marks Range out of 50	Grade points	Letter Grade
1.	45-50	10	O (Outstanding)
2.	40-44	9	A+ (Very Good)
3.	35-39	8	A (Good)
4.	31-34	7	B+ (Above Average)
5.	28-30	6	B (Average)
6.	25-27	5	C (Pass)
7.	0-24	0	F (Fail)
8.	Absent	0	Ab (Absent)

16. **Grade Card or Certificate:** Based on the grades earned, a grade certificate will be issued to all the registered Students after every semester. The grade certificate will display the course details (Title, number of credits, grade secured) along with SGPA of that semester.

17. The examinees shall be evaluated for internal assessment and end semester examination as per the evaluation pattern for the respective course. The numerical marks in the aggregate shall be converted to the appropriate Letter grade and Grade point on prorated basis, i.e., scaling down 100 marks to 10 Grade point Scale.

18. A Student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

19. **Computation of SGPA and CGPA** - The following procedure to compute the



Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be followed:

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$SGPA (S_i) = \sum (C_i \times G_i) / \sum C_i$$

where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the students in the  $i$ th course.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \sum (C_i \times S_i) / \sum C_i$$

where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in  $i$ th semester.

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points.

20. The conversion of CGPA in to grade shall be as follows

Sr. No	CGPA	Grade	Grade Description
1.	8.00-10.00	O	O (Outstanding)
2.	7.00-7.99	A+	A+ (Very Good)
3.	6.50-6.99	A	A (Good)
4.	6.00-6.49	B+	B+ (Above Average)
5.	5.50-5.59	B	B (Average)
6.	5.00-5.49	C	C (Pass)
7.	0.00-4.99	F	F (Fail)
8.	Nil	AB	Ab (Absent)

Note – B+ is equivalent to 60 % marks

21. Illustration of SGPA and CGPA – as follow

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point (Credit x Grade Point)
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Course 1	4	A	8	4 X 8 = 32
Course 2	4	B+	7	4 X 7 = 28
Course 3	4	B	6	4 X 6 = 24
Course 4	2	O	10	2 X 10 = 20
Course 5	4	C	5	4 X 5 = 20
Course 6	4	B	6	4 X 6 = 24
	22			148

Thus, SGPA =  $148/22 = 6.72$

#### Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit: 22	Credit: 22	Credit: 22	Credit: 22
SGPA: 6.72	SGPA: 7.81	SGPA: 5.62	SGPA: 6.23

Thus, CGPA =  $22 \times 6.72 + 22 \times 7.81 + 22 \times 5.62 + 22 \times 6.23 = 580.36/88 = 6.59$

22. **Transcript** – As per the university norms.
23. There shall be no facility of ATKT in this Programme.
24. The students who have joined for two years master's degree programme of "Master of Human Capital Management and Employee Relations" may opt for exit at the end of the first year after earning the minimum required credits and after completing on-the- job training/internship of 04 credits. In that case the PG diploma in Human Capital Management and Employee Relations shall be awarded.
25. For declaring the result, verification and revaluation the existing relevant ordinance are applicable.
26. Internal Assessment marks shall be awarded on the basis of Seminar/ all types of placement/internship/visits/Book Review/ Project work/Journal/Attendances /Mid Term exam/Home Assessment/Viva-Voce conducted by the Institute.
27. All the students of earlier program of M.L.S will be given additional three attempts for clearing their backlog if any, thereafter they shall be absorbed under this Direction as per the Absorption scheme.

Date: 29-11-2023

Nagpur

(Dr. Subhash R. Chaudhari)

Vice Chancellor

## **Appendix – 1**

### **General Rules and Regulations**

A) Minimum passing marks in each head (theory, practical & internal assessment) will be 50%.

B) Pattern of Questions Paper

i) For the External of 50 Marks –

1. Descriptive – Duration 2 Hours
2. Total No. of Questions - 7
3. Any 5 Questions can attempt
4. Each Question carries 10 marks

ii) For the External of 25 Marks –

1. Descriptive – Duration 1 Hours
2. Total No. of Questions - 4
3. Any 2 Questions can attempt from Q No. 1 to 3
4. Each Question carries 10 marks

C) Scheme of Examination as per follows:

**Note\*** Exit option: PG Diploma after three years UG Degree.

Sr. No	Sem - I & II (1 <sup>st</sup> Year )	Name of Subject	Credits	External, Semester End Exam Marks	Internal Marks	Total Marks	Min. Req. marks for Passing (External + Internal)
1	I	Labour Economics	4	50	50	100	50
2		Business Management Science	4	50	50	100	50
3		Labour Legislation –I	4	50	50	100	50
4		Field Work-I	2	-	50	50	25
5		Elective any one Industrial Economics OR Managerial Economics	4	50	50	100	50
			4	50	50	100	50
6		Research Methodology	4	50	50	100	50
7	II	Human Capital Management-I	4	50	50	100	50
8		Labour Legislation –II	4	50	50	100	50
9		Industrial Psychology	4	50	50	100	50
10		Industrial Sociology	2	25	25	50	25
11		Elective any one Employee Wellbeing OR Trade Union Movement	4	50	50	100	50
			4	50	50	100	50
12		Field Work –II (OJT/FP)	4	-	100	100	50
Total Credits			44	Total Marks (Semester I, II)		1100	550



Sr. No	Sem – III & IV (2 <sup>nd</sup> Year)	Name of Subject	Credits	External, Semester End Exam Marks	Internal Marks	Total Marks	Min. Req. marks for Passing (External + Internal)
1	III	Employee Relations-I	4	50	50	100	50
2		Human Capital Management-II	4	50	50	100	50
3		Organizational Behaviour	4	50	50	100	50
4		Labour Legislation -III	2	25	25	50	25
5		Elective any one Business Orientation OR Corporate Social Responsibility	4	50	50	100	50
			4	50	50	100	50
6		Field Work-III / Project Work	4	-	100	100	50
7	IV	Employee Relations-II	4	50	50	100	50
8		Labour Legislation -IV	4	50	50	100	50
9		Business Excellence	4	50	50	100	50
10		Elective any one Business Ethics OR Corporate Governance	4	50	50	100	50
			4	50	50	100	50
11		Field Work-IV / Project Work	6	-	150	150	75
Total Credits			44	Total Marks (Semester III, IV)		1100	550
Grand Total Credits			88	Grand Total (Semester I, II, III, IV)		2200	1100

**Note\*** 2 years 4 semesters, PG degree after Three years UG degree.



D) Internal Assessment for 50 Marks based on the following Parameters

Sr. No.	Particulars	Max. Marks
1.	Mid-Term examination (Question paper will consist of Three questions and solve any Two questions. Each question for 10 Marks. All questions are in descriptive mode only. It has 60 Minutes duration.)	20
2.	Home Assignment (Students should submit ONE home assignment per course/paper)	10
3.	Presentation (Theme Based/Book Review/ Seminar) presentation marks shall be applied to all subjects.	10
4.	Attendance (per course/paper)	10
	Total Marks	50

E) Internal Assessment for 25 Marks based on the following Parameters

Sr. No.	Particulars	Max. Marks
1.	Mid-Term examination (Question paper will consist of Two questions and solve any One questions its carry 10 Marks. The question is in descriptive mode only. It has 30 Minutes duration.)	10
2.	Home Assignment (Students should submit ONE home assignment per course/paper)	10
4.	Attendance (per course/paper)	05
	Total Marks	25

## Appendix – 2

The candidates will be required to maintain in the specific form, a Journal of the record of the field work done by them during the course as per the instruction by the institute.

### Field Work -I (Semester I)

Sr. No.	Particulars	Max. Marks
1.	Observation Visit (Any three)	15
2.	ESIC Training/Placement	10
3.	Civic Administration/NMC Placement	15
4.	Attendance	10
	Total Marks	50



### **Field Work -II (OJT/FP) (Semester II)**

Sr. No.	Particulars	Max. Marks
1.	Trade Union Placement	20
2.	Concurrent Placement (Project-30, Journal-30 group/case work -10)	70
3.	Attendance	10
	Total Marks	100

### **Field Work -III (Semester III)**

Sr. No.	Particulars	Max. Marks
1.	Training in Labour commissioner office (State Government) Placement/Visti	15
2.	Labour and Industrial Court Placement	30
3.	Labour Welfare Board Placement/Visit	05
4.	Project (students should submit the project completed in the summer placement/internship)	40
5.	Attendance	10
	Total Marks	100

### **Field Work -IV (Semester IV)**

Sr. No.	Particulars	Max. Marks
1.	Block Placement (Research Project Report /dissertation)	70
2.	Journal writing	20
3.	Viva-Voce	50
4.	Attendance	10
	Total Marks	150

- 2.2 The students who have joined for two years master's degree programme of "Master of Human Capital Management and Employee Relations" may opt for exit at the end of the first year after earning the minimum required credits and after completing on-the-job training/internship of 04 credits. In that case the PG diploma in Human Capital Management and Employee Relations shall be awarded.



