BUS 379 – LABOR RELATIONS MANAGEMENT

SYLLABUS

Instructor: Allan McConnell
E-mail: almac379@gmail.com
Phone: 719.547.0165
Fax: 719.547.8486
Address: 379 Liberty Point Place
Pueblo West, CO 81007

COURSE DELIVERY:
Print-Based Open Enrollment

COURSE CREDIT:
Three Semester Hours

PREREQUISITES:
BUS 361: Principles of Management or instructor’s consent

COURSE TIME LIMITS:
A minimum of six weeks and a maximum of one calendar year (from the enrollment date) is the established time frame available for completion of the course.

COURSE MATERIALS:
Textbooks can be purchased from the Adams State University Bookstore. To order textbooks or obtain information about book titles, you may go to exstudies.adams.edu and click on the "Bookstore" link. Select "DISTLEARN" from the department menu.
(http://adams.edu/students/sub/bookstore/)

Use Section Number: 604 to order books from the Bookstore site. This should provide the correct textbook information and ordering options.

If you have questions, you can contact the Bookstore at 719-587-7981, email at asubookstore@adams.edu or by mail to Adams State University Bookstore, 208 Edgemont Blvd., Suite 3140, Alamosa, CO 81101.

Required Textbook:
BUS 379 – LABOR RELATIONS MANAGEMENT

COURSE DESCRIPTION:

The practical application of federal and state legislation and executive orders governing the employer-employee relationship, legal rights of organizations, and collective bargaining and management/labor relations outside the legal requirements.

STUDENT LEARNING OUTCOMES:

At the end of this course students should be able to:

1. Describe the industrial relations system including the phases in the labor relations process.
2. Explain the evolution of labor-management relations from 1869 to 2013.
3. Identify and explain the origins of labor law and significant labor legislation of the 20th century.
4. Identify and explain the strategies of both management and union organizations as they participate in the labor relations process.
5. Explain why and how unions are organized.
6. Explain how labor agreements are negotiated.
7. Explain pre-negotiation activities, bargaining theory and the bargaining power model.
8. Differentiate between legal and illegal strikes and strike related activities.
9. Identify and explain the various methods used to resolve a bargaining impasse.
10. Explain the administration of a negotiated contract (including both the grievance procedure and the union's duty of fair representation).
11. Identify and explain the elements of a typical labor arbitration proceeding.
12. Explain the differences between arbitration and judicial proceedings.
13. Describe the historical development of employer disciplinary policies and the principles and elements of modern industrial discipline.
15. Explain the economic issues pertaining to wage determination and employee benefits.
16. Explain the significance of labor relations in the public sector and the differences between public sector and private sector collective bargaining.
17. Explain the labor relations’ process in multinational corporations and in other countries.

COURSE REQUIREMENTS:

There are ten lessons, two exams, and multiple case evaluations required in this course. (See Study Guide for complete description and instructions.)

Examinations: Two Exams: Each exam is structured identically consisting of nine essay questions although you will only answer eight. Each exam has an opinion question. You will not be graded on the opinion you state but rather by how well you support and defend your opinion. You will not receive extra credit for answering all nine questions.

Case Assignment: Rather than requiring a traditional term paper you are to answer the case questions for one of the cases following each chapter other than Chapter 2 which has no cases –
you choose which case since there are multiple cases for each chapter other than Chapter 2. Provide a short summary of the case and be specific in your analysis – I look for detail.

**GRADE DISTRIBUTION AND SCALE:**

In alignment with ASU academic policies, no D may apply to a major or minor field.

**Grade Distribution:**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>10 assignments @ 20 points each</td>
<td>200</td>
</tr>
<tr>
<td>Exam One</td>
<td>200</td>
</tr>
<tr>
<td>Exam Two</td>
<td>200</td>
</tr>
<tr>
<td>Case Assignments</td>
<td>200</td>
</tr>
<tr>
<td><strong>TOTAL POINTS</strong></td>
<td><strong>800</strong></td>
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</tbody>
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**Grade Scale:**

- 720-800 points 90-100% A
- 640-719 points 80-89% B
- 560-639 points 70-79% C
- 480-559 points 60-69% D
- 479 points and below 0-59% F

**ADA STATEMENT:**

Adams State University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Adams State University is committed to achieving equal educational opportunities, providing students with documented disabilities access to university programs. In order for a course to be equally accessible to all students, different accommodations or adjustments may need to be implemented. The Office of Disability Services (ODS) is located in Richardson Hall, Suite 3-100, by mail at 208 Edgemont Blvd., Suite 3-100, Alamosa, CO 81101, by email at odsd@adams.edu, or by calling 719-587-7746. They are your primary resource on campus to discuss the qualifying disability, help you develop an accessibility plan, and achieve success in your courses. Please communicate with them as early as possible; this can be in person, via email, or by phone. The Disability Services Coordinator shall either provide you letters to give to your professors for accommodations or email these letters out to you and your professors.

**ACADEMIC INTEGRITY:**

In accordance with Academic Policy 100-03-01, Adams State University, to preserve academic integrity, does not tolerate academic dishonesty (misconduct). Every student is required to practice and adhere to the principle of ACADEMIC INTEGRITY while undertaking studies at Adams State University. Students and faculty at Adams State University value academic honesty as a virtue essential to the academic process. Cheating, plagiarism, unauthorized possession or disposition of academic materials, or the falsification or fabrication of one’s academic work will not be tolerated.
Any offense may result in a zero for the exam, lesson, or exercise in question and may result in failure of the course. Please refer to the ASU Extended Studies Academic Integrity website for more information including the student handbook: Academic Integrity at Adams State University.

All written work is subject to plagiarism detection software review.

**STUDENT IDENTITY VERIFICATION:**

Adams State University utilizes a variety of methods to verify the identity of students enrolled in courses, including but not limited to: secure logins and pass codes, proctored exams, security questions, and other technologies and practices that are effective in verifying student identity. Some of these methods may incur an extra cost to students; associated costs will be outlined in the course syllabus, other University documents, and on the University website. Adams State University reserves the right to request additional government-issued documentation of identity from students for the purpose of ensuring that the person enrolled in the course is the person completing assignments, exams, and all other course requirements. Any student engaged in incidents of student identity fraud may face reprimand, disciplinary warning, a lowered or failing grade(s), and/or probation, or suspension from the course, academic program or University, or expulsion from the University.

**EXAMINATIONS:**

Please refer to the Guidelines for Proctored Exams and submit your Exam Request Form three weeks BEFORE you plan to take the exam.