Dear Student,

Please read the following course syllabus carefully, especially the course dates, times and location. If you have any questions, please do not hesitate to communicate with the IDEAL Program office, your academic advisor, or the instructor.

The IDEAL degree-completion program is designed with the adult learner in mind. Adult learners approach learning with specific goals, want to be able to directly apply new learning to their work and personal lives, and tend to learn best when the coursework is problem-centered so that they are actively engaged in the learning process. In addition, adults bring rich and varied experience to the classroom, which becomes a valuable learning resource for other students.

The IDEAL Program assumes joint responsibility in the learning process. The activities and assignments in the courses build on the shared experience of all learners in each class. This is why each student’s preparation, participation and interaction in class activities and discussions are critical to the success of each course. The accelerated format of each course requires a significant amount your time outside the course to prepare for and complete the course assignments. This varies between students and courses; however, students typically spend nine-twelve hours per week on course material.

To participate in the IDEAL Program, it is expected that you will do the following:

1. Participate in and complete the online orientation prior to your first online course.
2. Obtain the required course materials prior to the course start date.
3. Login and participate in your course a minimum of three times per week.
4. Complete all assignments to the best of your ability.
5. Participate in the class discussions and demonstrate respect and consideration to the instructor and other students when they express themselves in discussion.
6. If you have any technical difficulties, you must contact the Office of Distance Education immediately at ubonline@bridgeport.edu.

If you cannot perform these six expectations, it is recommended that you drop the course. We look forward to your academic success in each course and the ultimate completion of your degree.
Course No. & Title: MGMT 342 DL2, Labor Law and Arbitration

Semester and Term: SPRING 2016

Day and Dates: 3/7/2016 – 4/30/2016

Time: online

Campus Location: Distant Learning

Course Description: Modern labor legislation and its practical impact on present relations between labor and management. Increasing role of government through federal statutes and agencies. Also a historical background, principles, procedures and judicial aspects of the arbitration process. Nature and function of arbitration; powers of arbitrator; and arbitration cases.

Prerequisite Course: MGMT 305

Course Code: BC, BE, HR-C

Instructor & contact information: Susan Pellerin

Email: spelleri@bridgeport.edu

Required Textbook:


To order textbooks, go to the bookstore website at http://bridgeport.textbooktech.com/

Select IDEAL Campus and login to the bookstore. Select the course and follow instructions.

Learning Outcomes:

Upon completion of this course the student should be able to:

1. Describe the history of the labor union movement from 1620 to present time.
2. Discuss the impact of unionization on employee relations, the design and implementation of compensation and benefit programs and overall company processes.
3. Discuss the phases of a typical union organizing campaign and the basic contract negotiations processes.
4. Describe the various characteristics of ADR ( negotiation, mediation arbitration processes).
5. Discuss the relations of ADR to mediation and negotiation of union contracts.
Assignments

Discussion boards

Discussion board participation. Read and respond to at least 3 classmates per forum on a weekly basis. Make sure to “check back” frequently to see if any of your classmates have commented or asked a question requiring a response from you. Additionally, check all unread posting to ensure that someone hasn’t responded to you and wants the dialogue to continue.

To receive the best score possible:

1. Share clear and relevant examples, in support of your statements, chosen articles and/or opinions. Saying I agree isn’t a strong enough response without an explanation as to why you agree or disagree with classmates posting. NOTE: remember to properly cite the source of information following the APA Guideline provided for you in the content section and/or course information section.
2. Participate early in the week – NOTE: Initial thread posting have a deadline of midnight Wednesday and responses have a deadline of midnight Saturday.
3. Participate “often” during the week ensuring that you answers any questions from a fellow classmate.

Confidentiality on the Discussion Board. Take care to be respectful in all communications. The Professor reserves the right to delete/remove any and all posting. Do not use the real names of your places of work or people involved in the situations you talk about to maintain the highest level of confidentiality so we can discuss some of the most controversial issues impacting the workplace today.

Article Reviews

Students are required to conduct research and post a topic-relevant link or citation as a response to this forum by Wednesday. Do not only post a link; students are expected to include:

- a brief summary of the article,
- the reason that particular link/article was chosen and its relevance to the topic,
- an attempt to convince fellow students that the article is worth their time and effort.

Article review topics and additional details are found in weeks 2, 5, and 6:

Week 2: Union Ethics
Week 5: The NLRB
Week 6: Collective Bargaining Strategies

Midterm Exam
Answer 4 out of the 6 questions in this short answer midterm exam posted in week 4. Each answer is worth 25 points each and should be no more than 1 page each. Utilize the textbook, overviews, and PowerPoint Presentations posted for your convenience under the course information tab in weeks 1-4. Take note: short answer essays will be heavily graded on content. Grammar, spelling and general prioritization of content will be considered. Carefully read the information provided related to the proper citation of research sources and the universities guidelines on plagiarism. If turn-it-in indicates a greater than 25% plagiarism rating, the grade will be lowered by one letter grade. If the percentage is over 50% it is an automatic zero.

Follow APA format.

Final Paper

Choose a historically significant labor strike and write a comprehensive essay that discusses the following:

1. The basis for the strike,
2. Events surroundings those issues,
3. Public support or rejection,

Point score based on:

- How well the directions associated with this essay are followed (for example submitting a 8 page paper is not following directions and will result in lower points)
  - Number of pages – 6-8 (This doesn’t include the title or reference page)
  - Follow APA format
- The use of properly cite sources in support of your theories (use APA citation style) Note: cite in the body of paper not just on your reference page.
- Spelling/grammar
- General organization of content

Any papers received after midnight on WEDNESDAY will automatically be regarded as late and grading accordingly

Grading

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percent</th>
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<tbody>
<tr>
<td>Discussion Forums (x11)</td>
<td>20</td>
</tr>
<tr>
<td>Article Reviews (x3)</td>
<td>30</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>20</td>
</tr>
<tr>
<td>Final Paper</td>
<td>30</td>
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</tbody>
</table>

Grading Criteria:

% of Points Earned Letter Grade  % of Points Earned Letter Grade
ACADEMIC POLICIES

Attendance Policy

Course attendance via online participation is an integral part of the online academic experience; therefore, students are expected to be participative in all course activities and discussions. If an absence is unavoidable, the student should communicate with the instructor. Arrangements should be made at that time for submission of any missed assignments.

IMPORTANT:

• An absence (lack of participation) in any week of the course, will drop the final grade by one letter grade (for example if a student earns a grade of “B” in the course, the final grade would be a “C”).
• An absence of two or more weeks will be cause for a failing grade.

Drop Procedures

To drop a course, you must complete and submit a Schedule Change Request Form. The form can be accessed at the IDEAL Course Schedule webpage: http://www.bridgeport.edu/academics/continuinged/ideal-academic-degree-programs-and-certificates/ideal-course-schedule/ (Links to an external site.). Please print and complete the form and fax the form to the IDEAL Office: 203-576-4537. Prior to dropping a course, the student should contact their IDEAL Academic Advisor to understand the implications to financial aid and/or degree plan progress.

Please review the drop fees and tuition refunds at the Academic Calendar; accessed at the IDEAL Course Schedule webpage (same link above).

Academic Dishonesty

The IDEAL program prohibits all forms of academic dishonesty. Academic dishonesty is normally defined as, but not limited to, the following two categories:

Cheating – Using inappropriate sources of information in an assignment or on a test. The following are examples of cheating taken from real student experiences:

Case #1: A student is enrolled in an introductory psychology course. He has co-workers who have taken the same course. As the end of the course approaches, he wonders how he will find the time to get the research paper finished, and asks one of his co-workers for help. His co-worker hands him a research
paper that he submitted in a similar course. The student makes minor modifications to the paper, and submits it under his own name.

Case #2: A student enrolled in a humanities course is unsure about how to structure an essay. She is doing research on the World Wide Web, and comes across an essay written by a student from another university. Using her computer mouse, she copies and pastes the essay into her word processor. She goes to great lengths to re-word the paper in her own style, but essentially leaves the content and organization the same.

Plagiarism – Intentional as well as unintentional failure to acknowledge sources as well as the use of commercially available so-called “research papers” without full recognition of the source. Presenting as one's own, the ideas, words, or products of another. The following are examples of plagiarism taken from real student experiences:

Case #3: A student is conducting research for a Civil War research paper. He has reviewed work on the Internet. Finding helpful information, he has summarized his findings without citing his sources. He believes that minor paraphrasing is all that is necessary.

Case #4: A student is writing a paper that requires her to address specific topics and problems in the assigned course textbook. She takes the information directly from the textbook with slight modification, without giving any citation. She thinks that since it is the course textbook, she doesn’t have to use quotations or citations.

Academic dishonesty applies to all courses, assignments or exams completed by students and submitted as their own original work, whether in person or by electronic means. The University does not tolerate cheating in any form. It is a serious breach of conduct with serious consequences. Instructors have the right to determine the appropriate penalty for academic dishonesty in their own courses; generally, however, such acts will result in a failing grade for the assignment and/or the course. The penalty for subsequent acts of academic dishonesty may include expulsion.

More information on how to recognize plagiarism can be found at this site: http://www.indiana.edu/~istd/plagiarism_test.html (Links to an external site.)

Ethics Statement of Confidentiality

An integral component of an IDEAL course is student and faculty expression of personal experiences for the purpose of facilitating coursework. Students enrolled in the program are expected to honor confidentiality as it pertains to student disclosure. Shared information, comments, or opinions expressed by another student or the faculty member during the course of classroom discussion should never be used in a manner which is intended to humiliate, embarrass, harass, damage, or otherwise injure other students in their personal, public, or business lives. In addition, confidentiality must be upheld by not disclosing any information that would identify any particular individual.

ACADEMIC RESOURCE CENTER

The Academic Resource Center is available for IDEAL students seeking help in their studies. The Center is staffed by writing professionals and peer tutors. More information can be found at: http://www.bridgeport.edu/pages/2209.asp (Links to an external site.) The Center is located on the
5th Floor of the Wahlstrom Library. Make an appointment or walk-in: Telephone: 203-576-4290. **Online Tutoring** is available at: www.etutoring.org (Links to an external site.). To use this free service you must have a UBNet account.

**Obtaining a UBNet Account**

Every registered student should obtain a UBNet Account. The account allows you to access MyUB; the portal for grades, library services, Canvas online learning system. Also, the account allows you access to computers in the Library and computer labs, and provides an email account in which the University sends out information. Go to: http://www.bridgeport.edu/ubnet (Links to an external site.) - Click on “New UBNet Account” and follow the instructions.

The @bridgeport.edu email address is the official email the University uses to send information to you. You can have your bridgeport.edu email forwarded to any other private email account you use. Following the activation of your UBNet account (takes 24 hours), login at:

http://www.bridgeport.edu/email (Links to an external site.) and click on “forwards” at the top of the page. Follow the directions to forward email messages to your other account.

**Learning Management System (LMS) - Canvas**

For all courses that use Canvas, you can access Canvas through the portal by using the myUB link. Faculty post class documents on Canvas e.g. syllabus, power points, discussion questions, case studies, current event articles, papers, reports etc. (save some trees). All students have access, and can download and copy the documents.

**Canvas Tutorial For Students**: https://bridgeport.instructure.com/courses/985903

**For assistance** contact the UB Help Desk at 203-576-4606 or email helpdesk@bridgeport.edu https://bridgeport.instructure.com/courses/829447/

**Accessing Your Grades & Schedule Online**

The WebAdvisor online information system allows students to search for available classes, check grades, view semester class schedule and verify your personal profile. Grades are generally posted 2-3 weeks following the end of a course. To access WebAdvisor, login in to MyUB and follow the WebAdvisor menu on the right. If you are carrying a financial balance, access to WebAdvisor will be restricted.

**Using the Library**

Access to the Digital Library is through MyUB. On the MyUB home, in the central column, click on “myEureka Digital Library.” Research tools available:

- Search for books held at the library.
- Search the online databases for your academic field; business, counseling, human services, psychology, etc.
- Send questions to the Reference Librarian for assistance in research topics and searching strategy.

**Using Computers**
Open access computer labs are available at three locations:

- Bridgeport – 1st floor of the Wahlstrom library. Check library hours of operation at:
  http://www.bridgeport.edu/library (Links to an external site.).
- Stamford – Room D; Check open hours at:
  http://www.bridgeport.edu/stamford (Links to an external site.)
- Waterbury – Computer Lab; Check open hours at:
  http://www.bridgeport.edu/waterbury (Links to an external site.)

Course Cancellations

Any emergency necessitating the canceling of courses will be announced by the University through the Emergency Notification Telephone Line, (203) 576-4159. Please call this number for information on course cancellations. Also, information will be posted under “Latest News” on the UB home page, (www.bridgeport.edu (Links to an external site.)). Canceled classes will be made up either the week following the end of the course or in consultation between the instructor and the students as to day and time availability. Course cancellations are also announced on television and radio stations.

IMPORTANT CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Office</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridgeport Campus Security</td>
<td>(203) 576-4911</td>
<td><a href="mailto:ubsecurity@bridgeport.edu">ubsecurity@bridgeport.edu</a></td>
</tr>
<tr>
<td>Bursar</td>
<td>(203) 576-4692</td>
<td><a href="mailto:sfs@bridgeport.edu">sfs@bridgeport.edu</a></td>
</tr>
<tr>
<td>Cashier</td>
<td>(203) 576-4682</td>
<td><a href="mailto:sfs@bridgeport.edu">sfs@bridgeport.edu</a></td>
</tr>
<tr>
<td>Financial Aid</td>
<td>(203) 576-4568</td>
<td><a href="mailto:sfs@bridgeport.edu">sfs@bridgeport.edu</a></td>
</tr>
<tr>
<td>Registrar</td>
<td>(203) 576-4635</td>
<td><a href="mailto:registrar@bridgeport.edu">registrar@bridgeport.edu</a></td>
</tr>
<tr>
<td>Emergency Notification Phone</td>
<td>(203) 576-4159</td>
<td></td>
</tr>
<tr>
<td>IDEAL Office</td>
<td>(203) 576-4800</td>
<td><a href="mailto:idealinfo@bridgeport.edu">idealinfo@bridgeport.edu</a></td>
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CAMPUS CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Campus</th>
<th>Address</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridgeport</td>
<td>126 Park Avenue Bridgeport, CT 06604</td>
<td>(203) 576-4800</td>
<td><a href="mailto:idealinfo@bridgeport.edu">idealinfo@bridgeport.edu</a></td>
</tr>
<tr>
<td>Stamford</td>
<td>5 Riverbend Drive Stamford, CT 06750</td>
<td>(203) 358-0700</td>
<td><a href="mailto:ubstamford@bridgeport.edu">ubstamford@bridgeport.edu</a></td>
</tr>
<tr>
<td>Waterbury</td>
<td>84 Progress Lane Waterbury, CT 06705</td>
<td>(203) 573-8501</td>
<td><a href="mailto:ubwaterbury@bridgeport.edu">ubwaterbury@bridgeport.edu</a></td>
</tr>
</tbody>
</table>

Directions to IDEAL Campus locations

http://www.bridgeport.edu/pages/2260.asp (Links to an external site.)
To fill out your financial aid report to the Federal Government, please go online to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (Links to an external site.). The school code for the University of Bridgeport is **001416**.

Federal Student Aid Information: 1-800-433-3243.
Announcement:

Welcome to MGMT 342, Labor Law & Arbitration
This course designed for both private and public sector current or future employees/managers in either unionized or non-union organizations, focuses on understanding the labor movement and the role that conflict resolution or alternative dispute resolution -mediation, negotiation and arbitration plays related to union management relationships. Some of the topics discussed include the union as a business entity, historical perspectives, membership issues, and differences between management and union goals. Understanding these issues is important for anyone involved in business today.

The textbook is very detailed on many aspects related to labor and management. It will be a book you might consider as a study guide combined with other sources: PPTs, videos, narratives etc.

The discussion board and/or collaborations are used to share information including our unique experiences, work history, interactions with labor unions and other information that each of us deems as important and relevant to this course. It’s imperative that confidentiality be maintained for everything “said” and/or “written” over the next 8 weeks. Therefore, students are encouraged to please refrain from using the name of a particular company, and using Jane Doe and/or John Doe to protect someone’s privacy.

- **Formal Course description**
This course provides an overview of the US labor union movement within the context of business and organizational development. Historically important events will be discussed through the use of documents, articles, podcast etc. Course will introduce students to the laws governing labor relations and employee rights in the workplace, legal framework in which collective bargaining takes place, including union organizational campaigns, negotiations for and enforcement of collective bargaining agreements, and the use of economic pressure. Students will examine various aspects of Alternative Dispute Resolution including mediation, negotiation and arbitration.

**Learning Outcomes:**

1. Describe the history of the labor union movement from 1620 to present time.
2. Discuss the impact of unionization on employee relations, the design and implementation of compensation and benefit programs and overall company processes.
3. Discuss the phases of a typical union organizing campaign and the basic contract negotiations processes.
4. Describe the various characteristics of ADR (negotiation, mediation arbitration processes).
5. Discuss the relations of ADR to mediation and negotiation of union contracts.


Looking forward to getting to know everyone over the next 8 weeks.
Professor Pellerin