



## COURSE SYLLABUS

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](mailto: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 DL1 , Labor Law and Arbitration

**Semester and Term:** Summer 2014

**Day and Dates:** 5/12/2014 – 7/5/2014

**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:**

“Labor Relations: Development, Structure” Fossum, J.A., Processes, McGraw Hill, 12<sup>th</sup> Edition. ISBN: 9780077862473

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:

Students will be familiar with the historical perspective relating to the Union movement in the United States. Students will understand and take part in simulated negotiations, arbitration and mediation sessions. Students will investigate and examine local union issues

<p><b><u>Assignments:</u></b>  <b>First Assignment Prior to the First Class:</b>  <b>1<sup>st</sup> Discussion board forum (Ungraded): Do you agree with the NLRB ruling that college athletes are employees and should be allowed to form a union?</b></p>	Ungraded								
<p><b><u>Discussion board participation:</u></b>  Read and respond to at least <b>3</b> of your classmates on a <b>weekly</b> basis. Make sure to “check back” frequently to see if any of your classmates has 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) <b>Share clear and relevant examples, in support of your statements, chosen articles posted and opinions. Saying I agree isn’t a strong enough response without an explanation as to why you agree or disagree with classmates posting</b>  2) <b>Participate early in the week</b>  3) <b>Participate “often” during the week ensuring that you answers any questions from a fellow classmate</b></p> <p><b><u>Confidentiality on the Discussion Board.</u></b>  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 the most controversial issues impacting the workplace today.</p>	20 (4 pts. Per forum.								
<p><b><u>Research Topics RE: Posting validated research documents pertaining to topic as designated in Table 1.</u></b></p> <p>Students are required to conduct research and post a <b>topic *</b> relevant link or citation under the forum/thread designated for the specific assigned article by the date provided in the topic/date Table . If you only post a link include the reason you have chosen that particular article and it relevance to the topic.</p> <p><b>TABLE 1:</b> Designated topics for weekly articles and discussions:</p> <table border="1" data-bbox="191 1117 1346 1302"> <thead> <tr> <th>Posting Date</th> <th>Topic*</th> </tr> </thead> <tbody> <tr> <td>Unit/Wk 2</td> <td>Ethics and Labor Unions</td> </tr> <tr> <td>Unit/Wk 5</td> <td>What is the role of The National Labor Relations Board (NLRB).</td> </tr> <tr> <td>Unit/Wk 6</td> <td>Collective bargaining strategies and contracts</td> </tr> </tbody> </table>	Posting Date	Topic*	Unit/Wk 2	Ethics and Labor Unions	Unit/Wk 5	What is the role of The National Labor Relations Board (NLRB).	Unit/Wk 6	Collective bargaining strategies and contracts	30
Posting Date	Topic*								
Unit/Wk 2	Ethics and Labor Unions								
Unit/Wk 5	What is the role of The National Labor Relations Board (NLRB).								
Unit/Wk 6	Collective bargaining strategies and contracts								

<p><b><u>Mid-term Exam</u></b></p> <p>The Mid-term Exam is a short answer essay exam (not more than one page per answer). There are <b>4</b> questions each worth <b>5 points</b> - 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.</p> <p>The exam will be posted under Week 4. <b><u>Exam opens at the beginning of Unit/wk 4 –and times out on the Sat of Unit/wk 4 at 11:30 PM. Please plan accordingly.</u></b></p> <p>There will be submission designation in Week 4 = under the content module for you to submit this exam.</p>	20
<p><b><u>Final Paper</u></b> <b>(Due by Wednesday of Unit/Wk 8)</b></p> <p>Choose a historically significant labor strike and discuss:</p> <ol style="list-style-type: none"> <li>1. The basis for the strike,</li> <li>2. Events surrounding those issues,</li> <li>3. Public support or rejection,</li> <li>4. Management’s response/outcome and business impact.</li> </ol> <p>Grades for papers are based on spelling, grammar , proper citation of research in support of your answers and overall content. Paper should be 3-5 pages not including a title or reference page. Submit your papers by clicking on the submission/title button the content in module/week 8.. Any papers received after midnight on <b>WED</b> will automatically be regarded as late and grading accordingly.</p>	<b><u>30</u></b>

**Description of Weekly Sessions:**

<b><u>Weeks 1-8</u></b>	<b><u>Content/Assignments</u></b>
<p><b><u>Week 1</u></b></p> <ol style="list-style-type: none"> <li>1. Introductions; Review the syllabus</li> <li>2. Validation of Information</li> <li>3. History of Unions – Understand the origins and growth of the American Labor Movement from the</li> </ol>	<p><b><u>Week 1</u></b></p> <p><b>First Assignment Prior to the First Class:</b></p> <ol style="list-style-type: none"> <li>1. <b>1<sup>st</sup> Discussion board forum (Ungraded): Do you agree with the NLRB ruling that college athletes are employees and should be allowed to form a union?</b></li> </ol>

<p>craft guilds to Industrial unions to public sector organizations.</p> <p>4. Review the APA format guides posted under the course information tab- for all research papers the APA format will be required</p>	<ol style="list-style-type: none"> <li>2. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>3. <u>Textbook Assignment:</u> Chapter 2 The Evolution of American Labor</li> <li>4. <u>Discussion Board Forum # 2 (Ungraded requirement)</u> <ul style="list-style-type: none"> <li>• Introduce yourself to your fellow classmates by answering the questions posted under the 1<sup>st</sup> Discussion Board Forum.</li> </ul> </li> <li>5. . Discussion Board Forum #3 (Worth 4 PTS) <ul style="list-style-type: none"> <li>• Post answer/comment re: forum by Wednesday and respond to at least 3 of your classmate’s postings by Sunday at midnight.</li> </ul> </li> </ol>
<p><u>Week 2</u></p> <p>Ethics today</p> <p><u>General union facts and figures</u></p>	<p><u>Week 2</u></p> <ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. <u>Textbook Assignments: Chpt. 1 &amp; 3</u></li> <li>3. <u>Post 1<sup>st</sup> research article with summary of article by Wednesday, respond to at least 3 classmates by Sunday at midnight.</u></li> </ol> <p><b>Ethics and Labor Unions</b> (Worth 10 Points)</p>

<p><b><u>Week 3</u></b></p> <p>Understanding the “Knowledge Economy and its impact on the labor union movement.  Union Structure and Government  Union Membership/leaders, behaviors and politics</p>	<p><b><u>Week 3</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. <u>Textbook Assignments: Chpt: 4 &amp; 5</u></li> <li>3. <u>Discussion Board Forums (Worth 4 Points)</u> <ul style="list-style-type: none"> <li>• <u>Post answer/comment re: forum by Wednesday and respond to at least 3 of your classmate’s postings by Sunday at midnight.</u></li> </ul> </li> </ol>
<p><b><u>Week 4</u></b></p> <p>Preparing to Bargain; Negotiating strategies; tactics  Organizing Campaigns</p>	<p><b><u>Week 4</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. <u>Textbook Assignments: Chpt. 6 &amp; 8</u></li> <li>3. <u>Discussion Board Forum(Worth 4 Points)</u> <ul style="list-style-type: none"> <li>• <u>Post answer/comment re: forum by Wednesday and respond to at least 3 of your classmate’s postings by Sunday at midnight.</u></li> </ul> </li> <li>4. <b>Midterm exam. Exam opens at the beginning of Week 4 and times on Saturday night at 11:30 PM. Please plan accordingly. Each answer is worth up to 4 Points.</b></li> </ol> <p><b>Answer all 4 questions in this short answer midterm exam. Answers should no more than 1 page – TimesNewRoman Font 12; 1.5 spaces and include citations supporting your answers. All answers will be grades on content, grammar, spelling etc. All exams should be email to <a href="mailto:spelleri@bridgeport.edu">spelleri@bridgeport.edu</a>. Please note that including a title page with your name is very important. Your email addresses don’t always include your name.</b></p>

<p><b><u>Week 5</u></b></p> <p>Collective Bargaining: structure, issues, etc.  <b><u>Wage and Benefit Bargaining Issues</u></b>  <b><u>Non-wage Issues in Bargaining</u></b>  <b><u>Contract Negotiations</u></b></p>	<p><b><u>Week 5</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. <u>Textbook Assignments: Chpt. 9 &amp; 10</u></li> <li>3. <u>Post 2<sup>nd</sup> research article with summary of article by Wednesday, respond to at least 3 classmates by Sunday at midnight.</u></li> </ol> <p><b>What is the role of The National Labor Relations Board (NLRB).</b> (Worth 10 Points)</p>
<p><b><u>Week 6</u></b></p> <p>ADR  Collective bargaining strategies and contracts</p>	<p><b><u>Week 6</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. Textbook Assignments : Chapter 7 - Union Avoidance: Rational, Strategies &amp; Practices; Chapter 11 - Contract Negotiations; Chapter 12 - Impasses and Their Resolution</li> <li>3. <u>Discussion Board Forums (Worth 4 Points)</u> <ul style="list-style-type: none"> <li>• <u>Post answer/comment re: forum by Wednesday and respond to at least 3 of your classmate's postings by Sunday at midnight.</u></li> </ul> </li> </ol>
<p><b><u>Week 7</u></b></p> <p>Impact of the economic crisis on the union movement worldwide  The New Union Movement.  Union-Management Cooperation</p>	<p><b><u>Week 7</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. <u>Textbook Assignments: Chpt. 13 &amp; 14</u></li> <li>3. <u>Post 3<sup>rd</sup>. research article with summary of article by Wednesday, respond to at least 3 classmates by Sunday at midnight.</u> <b>Collective bargaining strategies and contracts</b> (Worth 10 Points)</li> </ol>

<b><u>Week 8</u></b>	<b><u>Week 8</u></b>	<b><u>Final Papers Due By Wednesday at midnight</u></b>
<p>Current labor contract issues: This week will focus on changes in the union environment that have occurred in the last 5 yrs.</p> <p><b><u>Arbitration</u></b></p>	<ol style="list-style-type: none"> <li>1. <u>Carefully read the PPTs &amp; General Comments that supplement the textbook.</u></li> <li>2. <u>Textbook Assignments: CHPT 15 &amp; 16</u></li> <li>3. <u>Discussion Board Forums (Worth 4 Points)</u></li> </ol> <p><u>Post answer/comment re: forum by Wednesday and respond to at least 3 of your classmate's postings by Sunday at midnight.</u></p>	



## Grading Criteria:

% of Points Earned	Letter Grade	% of Points Earned	Letter Grade
100-94	A	76-74	C
93-90	A-	73-70	C-
89-87	B+	69-67	D+
86-84	B	66-64	D
83-80	B-	63-60	D-
79-77	C+	Below 60	F

## 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/>.

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).

### **Cell Phones**

Cell phones must be turned off (or placed on “vibrate”) while in the classroom. A cell phone call is disruptive and disrespectful to the other students in the class.

### **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](http://www.indiana.edu/~istd/plagiarism_test.html)

### **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> The Center is located on the 5<sup>th</sup> Floor of the Wahlstrom Library. Make an appointment or walk-in: Telephone: 203-576-4290. **Online Tutoring** is available at: [www.etutoring.org](http://www.etutoring.org). To use this free service you must have a UBNNet account.

### **Obtaining a UBNNet Account**

Every registered student should obtain a UBNNet 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> - Click on "New UBNNet 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 UBNNet account (takes 24 hours), login at: <http://www.bridgeport.edu/email> 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](mailto: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 – 1<sup>st</sup> floor of the Wahlstrom library. Check library hours of operation at: <http://www.bridgeport.edu/library>.
- Stamford – Room D; Check open hours at: <http://www.bridgeport.edu/stamford>
- Waterbury – Computer Lab; Check open hours at: <http://www.bridgeport.edu/waterbury>

### 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](http://www.bridgeport.edu)). 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

Office	Telephone	Email
Bridgeport Campus Security	(203) 576-4911	ubsecurity@bridgeport.edu
Bursar	(203) 576-4692	sfs@bridgeport.edu
Cashier	(203) 576-4682	sfs@bridgeport.edu
Financial Aid	(203) 576-4568	sfs@bridgeport.edu
Registrar	(203) 576-4635	registrar@bridgeport.edu
Emergency Notification Phone	(203) 576-4159	
IDEAL Office	(203) 576-4800	idealinfo@bridgeport.edu

**CAMPUS CONTACT INFORMATION**

<b>Campus</b>	<b>Address</b>	<b>Telephone</b>	<b>Email</b>
Bridgeport	126 Park Avenue Bridgeport, CT 06604	(203) 576-4800	idealinfo@bridgeport.edu
Stamford	5 Riverbend Drive Stamford, CT 06750	(203) 358-0700	ubstamford@bridgeport.edu
Waterbury	84 Progress Lane Waterbury, CT 06705	(203) 573-8501	ubwaterbury@bridgeport.edu

<b>Directions to IDEAL Campus locations</b>	<a href="http://www.bridgeport.edu/pages/2260.asp">http://www.bridgeport.edu/pages/2260.asp</a>
---	---

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

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