Course Description

Examines the historical and legal basis for labor relations and collective bargaining in the United States. Changes in the application of labor laws due to court decisions, National Labor Relations Board (NLRB) rulings, and changes in the environment of union and management relations are covered throughout the course. Includes the latest decisions and rulings, as well as analysis of what these changes mean in the workplace.

Course Textbook


Course Learning Outcomes

Upon completion of this course, students should be able to:

1. Discuss the framework for analyzing collective bargaining and industrial relations.
2. Appraise the development and growth of national unions.
3. Determine the challenges of companies in the global market.
4. Interpret bargaining unit determination in the public sector.
5. Apply union organizing strategies to various scenarios.
6. Distinguish negotiating a collective bargaining agreement in the public sector from the private sector.
7. Explain the four most commonly used methods of costing union wage provisions.
8. Evaluate required benefits under collective bargaining.
10. Discuss the implementation of the public employee contract.
11. Recommend disciplinary procedures and types of grievance mediation techniques.
12. Interpret arbitration of statutory rights in union and non-union cases.
13. Analyze and discuss civil rights legislation, women, and equal employment opportunity.

Credits

Upon completion of this course, the students will earn three (3) hours of college credit.

Course Structure

1. Unit Learning Outcomes: Each unit contains Learning Outcomes that specify the measurable skills and knowledge students should gain upon completion of the unit.
2. Unit Lesson: Each unit contains a Unit Lesson, which discusses unit material.
3. Reading Assignments: Each unit contains Reading Assignments from one or more chapters from the textbook.
4. Learning Activities (Non-Graded): These non-graded Learning Activities are provided to aid students in their course of study.
5. Discussion Boards: Discussion Boards are a part of all CSU term courses. Information and specifications regarding these assignments are provided in the Academic Policies listed in the Course Menu bar.
6. Unit Assessments: This course contains eight Unit Assessments, one to be completed at the end of each unit. Assessments are composed of written response questions.
7. Unit Assignments: Students are required to submit for grading Unit Assignments in Units VI, VII, and VIII. Specific information and instructions regarding these assignments are provided below. Grading rubrics are included with each Assignment. Specific information about accessing these rubrics is provided below.
8. **Ask the Professor:** This communication forum provides you with an opportunity to ask your professor general or course content related questions.

9. **Student Break Room:** This communication forum allows for casual conversation with your classmates.

**CSU Online Library**

The CSU Online Library is available to support your courses and programs. The online library includes: databases, journals, e-books, research guides, and other support services. The eResources are accessible 24/7 and can be accessed through the Online Portal.

To access the library, log into myCSU Student Portal and then click on CSU Online Library. The CSU Library offers several reference services. E-mail (library@columbiasouthern.edu) and telephone assistance is available (1.877.268.8046) Monday – Thursday 8 am to 5 pm, and Friday from 8 am to 3 pm. Ask Librarian! is available 24/7: look for the chat box on the online library page.

Librarians can help you develop your research plan or to assist you in any way in finding relevant, appropriate and timely information. Reference requests can include customized keyword search strategies, links to articles, database help and other services.

**Unit Assignments**

**Unit VI Assignment**

Throughout this course, you will be putting together a series of papers based on the units you are completing. For this first assignment, you will write a two-page paper focusing on the topic below:

- **Grievances and Arbitration**

Your paper will need a set of hypotheses (your assumptions on these topics and questions you have) that will be stated in the introduction and opening section. You will need to address those questions in your research. The final section of your paper will be a conclusion section with your thoughts and whether your assumptions and questions stated in the hypotheses were correct or changed, and why. Be sure these papers are in APA format and have at least four references listed that are current.

You are encouraged to submit your paper for each unit assignment as soon as possible in order to get the professor’s feedback. You can gain a better idea of the paper by working on it as soon as you finish studying each topic.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

**Unit VII Assignment**

For this assignment, you will write a two-page paper focusing on one of the topics below:

- Chapter 5: At the Bargaining Table
- Chapter 7: Wage Issues Under Collective Bargaining
- Chapter 9: Institutional Issues Under Collective Bargaining

Your paper will need a set of hypotheses (your assumptions on these topics and questions you have) that will be stated in the introduction and opening section. You will need to address those questions in your research. The final section of your paper will be a conclusion section with your thoughts and whether your assumptions and questions stated in the hypotheses were correct or changed, and why. Be sure these papers are in APA format and have at least four references listed that are current.

You are encouraged to submit your paper for each unit assignment as soon as possible in order to get the professor’s feedback. You can gain a better idea of the paper by working on it as soon as you finish studying each topic.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.
Unit VIII Assignment

For this assignment, you will write a two-page paper focusing on one of the topics below that you have not already researched for this course:

- Chapter 5: At the Bargaining Table
- Chapter 7: Wage Issues Under Collective Bargaining
- Chapter 9: Institutional Issues Under Collective Bargaining
- Chapter 10: Administrative Issues Under Collective Bargaining

Your paper will need a set of hypotheses (your assumptions on these topics and questions you have) that will be stated in the introduction and opening section. You will need to address those questions in your research. The final section of your paper will be a conclusion section with your thoughts and whether your assumptions and questions stated in the hypotheses were correct or changed and why. Be sure these papers are in APA format and have at least four references listed that are current.

You are encouraged to submit your paper for each unit assignment as soon as possible in order to get the professor’s feedback. You can gain a better idea of the paper by working on it as soon as you finish studying each topic.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

APA Guidelines

CSU requires that students use the APA style for papers and projects. Therefore, the APA rules for formatting, quoting, paraphrasing, citing, and listing of sources are to be followed. Students can find CSU’s Citation Guide in the myCSU Student Portal by clicking on the “Citation Resources” link in the “Learning Resources” area of the myCSU Student Portal. This document includes examples and sample papers and provides information on how to contact the CSU Success Center.

Blackboard Grading Rubrics

Assignment Rubrics

One or more assignments in this course utilizes a Blackboard Grading Rubric. A rubric is a tool that lists evaluation criteria and can help you organize your efforts to meet the requirements of an assignment. Your professor will use the Blackboard Grading Rubric to assign points and provide feedback for the assignment.

You are encouraged to view the assignment rubric before submitting your work. This will allow you to review the evaluation criteria as you prepare your assignments. You may access the rubric in “My Grades” through the “Tools” button in your course menu. Click the “View Rubric” link to see the evaluation criteria for the assignment. Upon receiving your assignment grade, you may view your grade breakdown and feedback in the rubric.

CSU Grading Rubrics for Papers/Projects, Discussion Boards, and Assessments

The Learning Resource area of the myCSU Student Portal provides the rubrics, and information on how to use them, for Discussion Boards, written response questions in Unit Assessments, and Research Papers/Projects.

The course writing assignments will be graded based on the CSU Grading Rubric for all types of writing assignments, unless otherwise specified within assignment instructions. In addition, all papers will be submitted for electronic evaluation to rule out plagiarism. Course projects will contain project specific grading criteria defined in the project directions.

To view the rubrics, click the Academic Policies link on the Course Menu, or access it through the CSU Grading Rubric link found in the Learning Resources area of the myCSU Student Portal.
Communication Forums

These are non-graded discussion forums that allow you to communicate with your professor and other students. Participation in these discussion forums is encouraged, but not required. You can access these forums with the buttons in the Course Menu. Instructions for subscribing/unsubscribing to these forums are provided below.

Click here for instructions on how to subscribe/unsubscribe and post to the Communication Forums.

Ask the Professor

This communication forum provides you with an opportunity to ask your professor general or course content questions. Questions may focus on Blackboard locations of online course components, textbook or course content elaboration, additional guidance on assessment requirements, or general advice from other students.

Questions that are specific in nature, such as inquiries regarding assessment/assignment grades or personal accommodation requests, are NOT to be posted on this forum. If you have questions, comments, or concerns of a non-public nature, please feel free to email your professor. Responses to your post will be addressed or emailed by the professor within 48 hours.

Before posting, please ensure that you have read all relevant course documentation, including the syllabus, assessment/assignment instructions, faculty feedback, and other important information.

Student Break Room

This communication forum allows for casual conversation with your classmates. Communication on this forum should always maintain a standard of appropriateness and respect for your fellow classmates. This forum should NOT be used to share assessment answers.

Grading

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<th>Component</th>
<th>Weight</th>
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<td>Discussion Board (8 @ 2%)</td>
<td>16%</td>
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<tr>
<td>Unit Assessments (8 @ 7.5%)</td>
<td>60%</td>
</tr>
<tr>
<td>Unit Assignments (3 @ 8%)</td>
<td>24%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
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Course Schedule/Checklist (PLEASE PRINT)

The following pages contain a printable Course Schedule to assist you through this course. By following this schedule, you will be assured that you will complete the course within the time allotted.
By following this schedule, you will be assured that you will complete the course within the time allotted. Please keep this schedule for reference as you progress through your course.

<table>
<thead>
<tr>
<th>Unit I</th>
<th>Organized Labor and the Management Community: An Overview</th>
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</table>
| **Review:** | □ Unit Study Guide  
□ **Learning Activities (Non-Graded):** See Study Guide |
| **Read:** | □ Chapter 1: Organized Labor and the Management Community: An Overview  
□ **Suggested Reading:** See Study Guide |
| **Discuss:** | □ **Discussion Board Response:** Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)  
□ **Discussion Board Comment:** Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time) |
| **Submit:** | □ **Assessment** by Tuesday, Midnight (Central Time) |
| **Notes/Goals:** | |

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<thead>
<tr>
<th>Unit II</th>
<th>Historical and Legal Framework</th>
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| **Review:** | □ Unit Study Guide  
□ **Learning Activities (Non-Graded):** See Study Guide |
| **Read:** | □ Chapter 2: The Historical Framework  
□ Chapter 3: The Legal Framework  
□ **Suggested Reading:** See Study Guide |
| **Discuss:** | □ **Discussion Board Response:** Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)  
□ **Discussion Board Comment:** Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time) |
| **Submit:** | □ **Assessment** by Tuesday, Midnight (Central Time) |
| **Notes/Goals:** | |

<table>
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<tr>
<th>Unit III</th>
<th>Union Behavior: Structure, Government, and Operation</th>
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</table>
| **Review:** | □ Unit Study Guide  
□ **Learning Activities (Non-Graded):** See Study Guide |
| **Read:** | □ Chapter 4: Union Behavior: Structure, Government, and Operation  
□ **Suggested Reading:** See Study Guide |
| **Discuss:** | □ **Discussion Board Response:** Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)  
□ **Discussion Board Comment:** Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time) |
| **Submit:** | □ **Assessment** by Tuesday, Midnight (Central Time) |
| **Notes/Goals:** | |
# BHR 4350, Collective Bargaining

## Course Schedule

### Unit IV: The Bargaining Table

- **Review:**
  - Unit Study Guide
  - Learning Activities (Non-Graded): See Study Guide

- **Read:**
  - Chapter 5: At the Bargaining Table
  - Suggested Reading: See Study Guide

- **Discuss:**
  - Discussion Board Response: Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)
  - Discussion Board Comment: Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time)

- **Submit:**
  - Assessment by Tuesday, Midnight (Central Time)

**Notes/Goals:**

### Unit V: The Grievance and Arbitration Process

- **Review:**
  - Unit Study Guide
  - Learning Activities (Non-Graded): See Study Guide

- **Read:**
  - Chapter 6: Grievances and Arbitration
  - Suggested Reading: See Study Guide

- **Discuss:**
  - Discussion Board Response: Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)
  - Discussion Board Comment: Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time)

- **Submit:**
  - Assessment by Tuesday, Midnight (Central Time)

**Notes/Goals:**

### Unit VI: Wage and Benefit Issues Under Collective Bargaining

- **Review:**
  - Unit Study Guide
  - Learning Activities (Non-Graded): See Study Guide

- **Read:**
  - Chapter 7: Wage Issues under Collective Bargaining
  - Chapter 8: Economic Supplements under Collective Bargaining
  - Suggested Reading: See Study Guide

- **Discuss:**
  - Discussion Board Response: Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)
  - Discussion Board Comment: Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time)

- **Submit:**
  - Assessment by Tuesday, Midnight (Central Time)
  - Assignment by Tuesday, Midnight (Central Time)

**Notes/Goals:**
## BHR 4350, Collective Bargaining
### Course Schedule

<table>
<thead>
<tr>
<th>Unit VII</th>
<th>Institutional Issues Under Collective Bargaining</th>
</tr>
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</table>
| **Review:** | □ Unit Study Guide  
□ Learning Activities (Non-Graded): See Study Guide |
| **Read:** | □ Chapter 9: Institutional Issues under Collective Bargaining  
□ Suggested Reading: See Study Guide |
| **Discuss:** | □ Discussion Board Response: Submit your response to the Discussion Board question by Saturday, Midnight (Central Time)  
□ Discussion Board Comment: Comment on another student’s Discussion Board response by Tuesday, Midnight (Central Time) |
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