Course: MGMT 421 Labor Relations — Fall, 2001
Instructor: David V. Curtis

Office Hours
- Mondays: 10:30-11:00, 12:15-12:30, 1:45-3:00, 7:00-7:30
- Tuesdays: 4:00-4:30, 7:00-7:30
- Wednesdays: 10:30-11:30, 12:15-12:30, 1:45-2:30

Telephone: (708) 534-4950 (Office)
E-mail: d-curtis@govst.edu

Textbook: Katz, Harry C. and Kochan, Thomas A.
Supplemental Readings and case studies will be provided throughout the course.

Course Overview

This course deals with the history and current organization, procedures, and laws that define the relationships between management and organized labor in the United States in both the private and public sectors. The readings in the textbook, supplemented by numerous handouts from the instructor, will provide the background and framework for discussing particular cases. These cases will help you better understand the complexities, ambiguities and uncertainties of issues faced daily by union and management representatives. In addition to weekly discussion of the text, cases, and problems, you will participate in a mock bargaining session.

You will participate weekly in the discussion of particular cases, and during some of these case discussions, you will assume the role of a labor or management representative. Representatives from labor and management may visit the class to give their perspectives on negotiations, contract management, grievances and arbitrations. Every effort will be made to relate the course material to actual situations that confront those representing both labor and management.

It will be very important for you to keep current with the assigned readings. Consequently, there will be unannounced quizzes
from time to time to encourage your preparation. The readings are assigned on a weekly basis, and you will be responsible for that week's readings.

**Course Objectives:** Some of the more important objectives are to obtain:

* Knowledge of the history of the American labor movement;
* Knowledge of important laws and court decisions relating to labor/management relations;
* Knowledge of important issues faced by labor and management at the bargaining table;
* Knowledge about preparing for and conducting contract negotiations and grievances;
* Knowledge of contract administration and methods of dispute resolution.

**Attendance:** You are expected to attend class regularly, and to be on time. Part of your grade will be based on class participation, and the unannounced quizzes may be made up only with advanced approval by the instructor. In such cases the grades may be reduced by one letter for each week they are late.

**Assignments:** All out-of-class work is to be typed. Work submitted after the end of the class on the date due may be reduced by one letter grade for each week it is late. Some work will be individual and some will be team projects. You will have a mid-term examination, and a final examination (covering material over the entire trimester), one major paper (10-15 pages), and a mock negotiation. You will also participate in weekly discussions of cases and problems. The major paper should be on a subject relating to labor relations and must be approved by the instructor no later than the fifth week of the class.

**Evaluation:**

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Final Examination</td>
<td>30%</td>
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<tr>
<td>Mid-Term</td>
<td>25%</td>
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<tr>
<td>Written Paper</td>
<td>20%</td>
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<tr>
<td>Mock Negotiation/Cases</td>
<td>10%</td>
</tr>
<tr>
<td>Unannounced Quizzes</td>
<td>10%</td>
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<tr>
<td>Class Participation</td>
<td>5%</td>
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* The quizzes will be various combinations of true/false, fill-in-the-blank, identification, multiple choice, and short answer.

* The mid-term and final examinations will be some of the same combinations as the quizzes plus essay questions.

The essay portions of your mid-term and final must
observe the standard conventions of written English — spelling, punctuation, grammar, syntax, and organization. **Your paper will be marked down if your writing style interferes with the information you are attempting to communicate.**

Some examinations may be "curved", but generally the grading standards will be:

- 90%—100% = A
- 80 -- 89 = B
- 70 -- 79 = C
- 60 -- 69 = D
- Below 59 = F

Class participation will be used to determine the final grade in borderline situations.

**Reading Assignment Sequence**

In addition to the readings noted below, cases and supplemental readings will be provided each week by the instructor. The sequence of readings may be adjusted to better prepare you for certain guest speakers.

**Week of:**

- **August 27**  
  Course Introduction

- **September 3**  
  *September 3 is Labor Day and the reading will be due the following Wednesday.*  
  Chapter 1, A Framework for Analyzing Collective Bargaining and Industrial Relations

- **September 10**  
  Chapter 2, The Historical Evolution of the U.S. Industrial Relations System  
  Chapter 3, The Legal Regulation of Unions and Collective Bargaining

- **September 17**  
  Readings from Chicago Tribune on Caterpillar Strike (Handout)

- **September 24**  
  Chapter 4, The Role of the Environment  
  Chapter 5, Management Strategies and Structures for Collective Bargaining

- **October 1**  
  Chapter 6, Union Strategies and Structures for Representing Workers  
  Chapter 7, Union Organizing and Bargaining Structures

- **October 8**  
  Midterm Examination
October 15  Chapter 8, The Negotiations Process and Strikes
           Chapter 9, Dispute Resolution Procedures

October 22  Chapter 10, Contract Terms and Employment Outcomes
           Chapter 11, Administering the Employment Relationship

October 29  Term Paper Due
           Chapter 12, Participatory Processes
           Chapter 13, Collective Bargaining in the Public Sector

November 5  Preparation for Mock Negotiation

November 12 Preparation for Mock Negotiation

November 19  Mock Negotiation

November 26  Chapter 15, The Future of U.S. Labor Policy and Industrial Relations
           Course Summary

December 3/5  Final Examination

Persons with Disabilities  It is the intention of Governors State University to support full participation of all students, regardless of physical ability level. Therefore, if any student needs consideration of her/his physical abilities in order to complete the course, please notify the instructor as soon as possible.