

OAKLAND UNIVERSITY
School of Education and Human Services
Department of Human Resource Development
Ken Morris Center for the Study of Labor and Work

COURSE SYLLABUS

COURSE NUMBER: HRD3440 - 43288.201740

COURSE TITLE: Introduction to Labor and Employment

COURSE DATES AND TIMES: Winter Term, 2018
Thursdays - 6:30 pm - 9:50 pm
Classes: January 4 through April 19
Final Examination: April 19, 2018

LOCATION: Macomb University Center

FACULTY MEMBER: Leonard D. Givens, J.D.
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(313) 496-7505

OFFICE HOURS: Before and after class; or by appointment,
please contact Mr. Givens.

BIOGRAPHICAL STATEMENT:

Mr. Givens is with the law firm of Miller, Canfield, Paddock and Stone, P.L.C., where he practices labor and employment law. He has worked for both unions and employers and clerked at the National Labor Relations Board. He is also a Dispute Resolution Professional and on the list of Arbitrators for the American Arbitration Association. He is a graduate of Mansfield State University and Howard University School of Law.

COURSE DESCRIPTION:

This course presents a study of the principles of both private and public sector labor relations. This study is conducted through the use of historical data, practical discussions and legal determinations as well as the review of statutory and administrative policy and procedure. Concentrating on the private sector, the course traces labor relations through its origins and basic principles to current issues and developing trends. It includes and emphasizes discussions of the rights and responsibilities of all parties concerning unfair labor practices, representation issues and elections, appropriate bargaining unit determinations, concerted activities, good faith bargaining, fair representation, and other labor relations issues.

Preparation for and execution of the collective bargaining process is covered in all its basic aspects beginning with the compilation of information and continuing through the formulation of demands, strategic planning, ground rules, negotiation techniques, tentative agreement, and negotiation process.

INDIVIDUAL AND TEAM PROJECTS:

Collective bargaining negotiating sessions concentrating on the rudiments of the bargaining process will be conducted during many of the class meeting sessions and at other times as a project to be completed by students working in teams of their own choice. The object of this exercise is to familiarize the students with the practical aspects involved in taking part either as a labor or management representative in the labor relations process.

Student teams will be required to hand in a completed, typewritten, negotiated collective bargaining agreement by the class period designated in the Schedule of Class Meetings and Assignments portion of this syllabus for grading by the instructor. If the students involved in the negotiations of the collective bargaining agreement do not agree on a total contract by the deadline, each individual student on each individual team will be required to turn in a scholarly paper within seven days thereafter explaining in detail:

- The issues agreed upon by the parties;
- The open issues;
- The positions of each of the parties regarding each of the open issues;
- The arguments of each side in support of their position; and
- Why the position of the team of the student writing the paper is the more reasonable position.

COURSE OBJECTIVES:

Upon successfully completing this course, the student will be able to:

- Understand the origins and historical background of the American system of labor relations;
- Possess and demonstrate a workable knowledge of the rules and procedures of the collective bargaining relationship;
- Understand the collective bargaining process with a degree of proficiency that will enable the student to actively participate in the labor relations process either as a labor or management representative;
- Understand the wage and benefit as well as non wage issues of collective bargaining; and
- Understand the systems for resolution of labor relations disputes as well as the principles of labor - management cooperation.

METHODOLOGY:

The subject matter for each session will be covered by:

- Lecture in which the basic assumption is made that each student has studied the assignment for that meeting in advance;
- Active participation by students in class discussions; and
- Participation in collective bargaining simulation, and the preparation of a collective bargaining agreement or bargaining impasse position paper.

TEXT AND INSTRUCTIONAL MATERIALS:

- Labor Relations, Striking a Balance (5th edition) by John W. Budd
Published by McGraw-Hill Irwin
- *Other Materials*, as designated by the instructor.

GRADING POLICY:

| | |
|---|-----------------|
| Mid Term Examination: | 110 pts. |
| Collective Bargaining Project and/or Paper | 130 pts. |
| Preparation of demands - | 30 points |
| Final Contract/Impasse Paper | 100 points |
| Final Examination: | 110 pts. |
| Class Participation: | <u>50 pts.</u> |
| Total divided by 100 and rounded will be your final grade for this course: | <u>400 pts.</u> |

EXAMINATION SYSTEM AND POLICY:

The mid-term examination is designed to evaluate the student’s progress toward achieving the course objectives. The final examination will be comprehensive, and will measure the student’s understanding of the complex subject of labor relations.

PLEASE NOTE:

The mid-term and final examinations will be objective in nature. The dates of these examinations are included in the Schedule of Class Meetings and Assignments portion of this syllabus. Please arrange your affairs to be present. Because of the nature of this examination, I am very reluctant to allow early or make-up examinations. If you are absent from the mid-term examination for good and sufficient cause, you must explain in writing and document any and all reasons and/or excuses within eight days of the scheduled examination. Appropriate action will be at the sole discretion of the instructor and may include the reduction of the student’s grade, the opportunity to take the examination under special circumstances or the foregoing of the mid-term examination in favor of counting the final examination as double in the compilation of your course grade.

ATTENDANCE:

Attendance is very important to your success in this course. Much of the material covered will be from outside the assigned texts, and will be reflected not only in discussions of the text, but also in the context of the collective bargaining simulation. Each student will be held responsible for all material covered in class. If you are unable to attend a session for any reason, please arrange to have the class “covered” by taping, use of a colleague’s notes, or by having a spouse or friend attend the class and take notes for you. As part of the course grade is based on class participation, any request for an excused absence must be promptly tendered to the instructor, in writing, and accompanied by an appropriate explanation in order to be considered.

SCHEDULE OF CLASS MEETINGS AND ASSIGNMENTS

("CBIR" indicates the *Collective Bargaining & Industrial Relations* text)

| Class No. | Date | Assignments |
|-----------|------|---|
| 1 | ¼ | Introduction to Labor and Employment CBIR Chapters 1 & 2 |
| 2 | 1/11 | CBIR Chapter 3 Historical Development Introduction and explanation of the Collective Bargaining Simulation; students are designated as Labor or Management and teams are drafted |
| 3 | 1/18 | CBIR Chapter 4 Labor Law Team Bargaining Strategy Meetings |
| 4 | 1/25 | CBIR Chapter 5 Labor & Management – Structures and Contracts Team Bargaining Strategy Meetings |
| 5 | 2/1 | CBIR Chapter 6 Union Organization Team Bargaining Strategy Meetings |
| 6 | 2/8 | CBIR Chapter 7 Bargaining Team Bargaining Strategy Meetings |
| 7 | 2/15 | Mid Term Examination Forms A, B, C and D are due to the instructor. Collective Bargaining Exercise begins with teams meeting with the opposing parties to set ground Rules |
| | 2/22 | Winter Break – No Class |
| 8 | 3-1 | Review of Exam CBIR Chapter 8 Impasse, Strike, Dispute Resolutions Collective Bargaining exercise continues. |
| 9 | 3/8 | CBIR Chapters 9 Contract Administration Forms A/R due Collective Bargaining exercise continues. |
| 10 | 3/15 | CBIR Chapters 10 Flexibility Empowerment Collective Bargaining exercise continues |
| 11 | 3/22 | CBIR Chapter 11 Globalization Collective Bargaining exercise continues |
| 12 | 3/29 | CBIR Chapter 12 Computer Labor Relation Collective Bargaining exercise continues |
| 13 | 4/5 | CBIR Chapter 13 Collective Bargaining exercise continues |
| 14 | 4/12 | Class Review / Catch-up Period; Collective Bargaining De-Briefing Finalized typewritten and signed collective bargaining agreements must be handed in no later than 8:30 AM or the individual papers described earlier in this syllabus will be required and due to the instructor at the time of the final examination. |
| 15 | 4/19 | Final Examination |