

COURSE SCHEDULE FOR COLLEGE OF MANAGEMENT SEMESTER COURSES

This fully online course begins with a partial week online course orientation period to familiarize yourself with the online learning environment and to meet online or via the phone with your instructor. Each subsequent week starts on a Monday and ends on a Sunday.

COURSE TITLE BLACKBOARD SITE	Course Number: HRM 4013 Course Name: Employee Management Relations Spring 2012 http://my.ltu.edu CRN 3724
INSTRUCTOR	Name: Frank Cusmano Telephone: To be posted on Blackboard E-mail: facusmano@comcast.net Office Location / Hours: As requested by student
SCHEDULE	January 16, 2012 – April 28, 2012 See http://www.ltu.edu/registrars_office/calendar_final_exam.index.asp for LTU academic calendar information.
LEVEL/ HOURS PREREQUISITE	Under Graduate Degree / 3 credit hours Admission / prerequisite requirements
REQUIRED TEXT (See Blackboard for additional resources)	NOTE: Both textbooks are required Text #1: Arthur A. Slone. Labor Relations, Thirteenth Edition. Pearson Prentice Hall Publishing Company, Inc 2007. ISBN: 13:978-0-13-607718-3 Available for online purchase through LTU Bookstore at: http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489 Text #2: Course Case Study Material ISBN 978-0-390-91860-4, Available for online purchase through LTU Bookstore at: http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489 Or – E-Book / McGraw Hill Create, www.mcgrawhillcreate.com/shop to purchase ISBN 0390925411. For assistance call 800-962-9342.
ADDITIONAL RESOURCES	LTU Online student resources: http://www.ltu.edu/ltuonline/
TECHNICAL SUPPORT	Technical support for using Blackboard is provided by the Helpdesk, 248.204.2330 or helpdesk@ltu.edu . Send the Help Desk a form detailing any issues by clicking here http://tinyurl.com/3yqrvne .

COURSE SCHEDULE FOR COLLEGE OF MANAGEMENT (GRAD) SEMESTER COURSES

This fully online course begins with a partial week online course orientation period to familiarize yourself with the online learning environment and to meet online or via the phone with your instructor. Each subsequent week starts on a Monday and ends on a Sunday.

Readings Key: LR = Labor Relations Textbook; CS = Case Study (Primis)

NOTE: ALL "Assignments" are due Sunday, midnight

Dates	Modules	Topics / Readings	Assignments Due
Prior to Semester Start and Jan 16 – Jan 18	0	-Online Learning Orientation -Course Orientation: Syllabus, Textbook, Case Studies, Requirements for Success Reading material listed in Theory Section -Course Lecture	Course orientation Discussion Forum – Mod 0 Introductions
Week of Jan 16 – Jan 22	1	-LR - Chapter 1 Organized Labor -Course Lecture	No Discussion Forum Assignment Due – Your Opinion Paper
Week of Jan 23 – Jan 29	2	LR – Chapter 2 The Historical Framework -Course Lecture -Solidarity Forever Story Reading material listed in Theory Section	Discussion Forum–Module 2 Assignment Due – Solidarity Forever Paper
Week of Jan 30– Feb 5	3	LR - Chapter 3 The Legal Framework Reading material listed in Theory Section -Course Lecture -CS - #6 Unlawful Threat -CS - #4 Surveillance	Discussion Forum – Module 3, Case #6 Assignment Due – Case #4
Week of Feb 6– Feb 12	4	LR – Chapter 4 Union Behavior -CS - #19 Union Representative -CS - #13 Termination Review Case #6, #4 results Reading material listed in Theory Section -Course Lecture	Discussion Forum – Module 4, Case #13 Assignment Due – Case #19 Assignment Due – Levels of Unionism Paper
Week of Feb 13– Feb 19	5	LR – Chapter 9 Institutional Issues, Pg. 325-344 Review Case #19, #13 results Reading material listed in Theory Section Course Lecture -CS - #32 Union Dissidents -CS - #26 Solicitation Rules	Discussion Forum – Module 5, Case #32 Assignment Due – Case #26 Assignment Due – Right to Work Paper
Week of Feb 20– Feb 26	6	LR – No readings CS – No Case Study Review Case #32, #26 results Reading material listed in Theory Section Course Lecture Watch Video – Final Offer	Assignment Due – Final Offer Report Complete Mid-Term Student Evaluation

Dates	Modules	Topics / Readings	Assignments Due
Week of Feb 27– Mar 4	7	LR – Chapter 10 Administrative Issues, Pg. 355-362 CS – No Case Study Review Final Offer Lecture Results Reading material listed in Theory Section Course Lecture	No Discussion Forum – Mock Assignment Due – Mock Negotiation”
Week of Mar 5 – Mar 11	8	LR – Chapter 6 Grievances & Arbitration Reading material listed in Theory Section Course Lecture -CS - #68 Drug Testing Course Exam	Complete Exam by Sunday Midnight Discussion Forum – Module 8 #68
Mid-semester Break – No Classes			
Week of Mar 19 – Mar 25	9	LR – No Readings CS - #58 Testing CS - #59 Discontinuance Course Lecture Review Case #68 Results	Discussion Forum – Module 9 Case #58 Assignment Due – Case #59
Week of Mar 26 – Apr 1	10	LR – Chapter 10 pg. 366-371 CS - #42 Probation CS - #50 Union Business Course Lecture Review case #58, #59 results	Discussion Forum – Module 10 Case #42 Assignment Due – Case #50
Week of Apr 2 – Apr 8	11	LR – No readings CS – Case #56 Discharge CS – Case #57 Abuse CS – Case # 71 Shoplifting Course Lecture Review case #42, #50 results	Discussion Forum – Module 11 Case #71 Assignment Due – Case #56 and #57
Week of Apr 9 – Apr 15	12	LR – No readings CS – Case #72 Egregious Horseplay CS – Case #81 Discharge CS – Case #64 Sexual Harassment Course Lecture Review case #56 #57, #71 results	Discussion Forum – Module 12 Case #72 Assignment Due – Case #81 and Case #64
Week of Apr 16 – Apr 22	13	Wrap Up – Lecture Closing Remarks Review case #72, #81, #64 results	Assignment Due – Reflection Complete End-of-Term Student Evaluation
Week of Apr 23 – Apr 28	Final Exams	End of Course Feedback from Instructor and Grades	

STUDENT EVALUATION

Letter grades are awarded based on the total number of points achieved.

In the case of a late submitted assignment, the student will receive NO CREDIT/POINTS for the assignment. There are no exceptions to this policy. I strongly suggest you plan accordingly and review the syllabus for weekly course requirements.

Assignments	Notes	Percentage of Grade
Case Discussion Forums	Total of 8 / 5 points each	10%
Solidarity Forever Paper		2%
Your Opinion Paper		2%
Levels of Unionism Paper		3%
Right to Work Paper		3%
Final Offer Paper		5%
Exam		20%
Mock Negotiation Discussion Forum		5%
Case Study Report (4)	#4, #19, #26, #59 %2.5 each case	10%
Case Study Report (3)	#50, #56, #57 %5 each case	15%
Case Study Report (2)	#81, #64 10% each case	20%
Reflection Paper		5%
Total Points		100%

Class Points	Letter Grade
96 and above	A
90 – 95	A-
87 – 89	B+
83 – 86	B
80 – 82	B-
77 – 79	C+
73 – 76	C
70 – 72	C-
61 – 70	D (Undergrad Only)
60 and below	E

Note: Grades lower than a "B" fall below the LTU graduate standard

EDUCATIONAL GOALS

A study in Industrial Relations is intended to introduce the student to the economic, legal, organizational and behavioural forces, which affect labor-management relations in the United States. We will trace the historical and societal evolution of these relationships, the institutional forms and structure of these systems. We shall review the role of government in this relationship, and examine labor negotiations to reach an understanding of the nature of the bargaining process. We will also address the various problems that confront the parties concerning the daily administration of the collective bargaining agreement gathering an understanding of the arbitration process.

STUDENT LEARNING OBJECTIVES / OUTCOMES

In this course you will review the historical, legal, and societal forces which shape the present relationship between employers and employees represented by labor unions. You will practice analyzing bargaining positions of both parties and engage in the simulation of an actual negotiation.

INSTRUCTIONAL METHODS AND COURSE ORGANIZATION

Blackboard Learning Environment – Blackboard at my.ltu.edu contains the syllabus, all assignments, reading materials, streaming videos, narrated PowerPoint mini-lectures, podcasts, written lecture notes, chapter quizzes, links to Web resources, and discussion forums. You will submit all assignments via Blackboard, and are expected to participate regularly in discussion topics. Please take time to familiarize yourself with the organization of the Blackboard site. You will want to check the site frequently for announcements reminding you of new resources and upcoming assignments.

Student/Instructor Conversations – Students keep in touch with the instructor via e-mail messages, telephone conference calls, and scheduled web conference conversations.

Required Reading – Textbook chapters and assigned reading material should be read according to the schedule outlined in the syllabus. Chapters will be discussed online.

CLASS POLICIES AND EXPECTATIONS

I plan to offer you a valuable learning experience, and expect us to work together to achieve this goal. Here are some general expectations regarding this course:

Each student has a LTU email account. If you wish to use a different email address for this course, please **change your email address in Blackboard under “Blackboard Tools”, then “Personal Information”** and send an email to me so I can store your address in my email directory.

Readings, discussion forum participation, and written assignments must be completed according to the class schedule. It is important to contact the instructor as needed to discuss personal needs regarding course requirements and assignments.

It is essential that all students actively contribute to the course objectives through their experiences and working knowledge.

All assignments must be submitted on schedule, via Blackboard, and using Microsoft Office compatible software.

Assignments must be completed to an adequate standard to obtain a passing grade. Requirements for each assignment are detailed in this syllabus.

Be prepared to log into Blackboard at least once each day. Please focus your online correspondence within the appropriate Blackboard discussion forums so that your colleagues can learn from you.

At midterm and at the end of the course, you will be invited to participate in a University evaluation of this course. Your feedback is important to the University, to LTU Online, and to me as an instructor, and I encourage you to participate in the evaluation process.

It is important for you as students to know what to expect from me as your instructor:

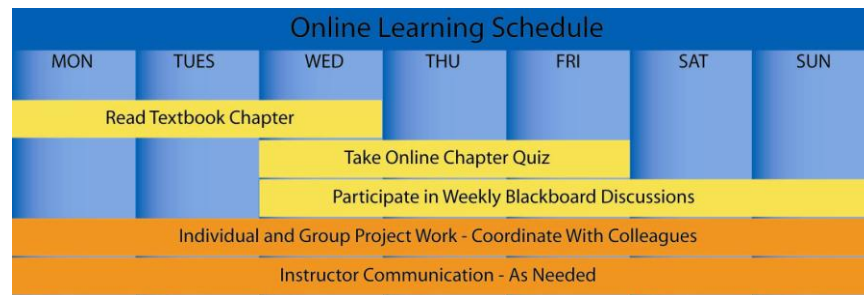
- I will be available to you via e-mail and phone, and will promptly reply to your messages.
- I will be available to you for face-to-face appointments as requested.
- I will maintain the Blackboard web site with current materials, and will resolve any content-related problems promptly as they are reported to me.
- I will send out a weekly e-mail update to all class members to guide upcoming work and remind you of assignment due dates.
- I will return all assignments to you promptly, and will include individualized comments and suggestions with each assignment.
- I will hold our personal written or verbal communications in confidence. I will not post any of your assignments for viewing by the class without requesting your approval in advance.
- I will treat all members of the class fairly, and will do my best to accommodate individual learning styles and special needs.
- If any of these points need clarification, or when special circumstances arise that require my assistance, please contact me so that we can discuss the matter personally.

PRACTICAL GUIDELINES FOR CLASS LOAD EXPECTATIONS

A three-credit course generally requires at least nine hours per week of time commitment. Here are some practical guidelines to help schedule your time commitments for this online course:

- You should reserve at least 6 hours per week to read the required textbook chapters and resources, participate in online discussions (3 hours class time), and review lecture and course materials. This effort will total at least 84 hours over the course of the semester.

The number of hours each week will vary based on assignment due dates, so please plan ahead to insure that you schedule your academic, work, and personal time effectively. The following graphic can be used to guide you in planning your weekly course work to remain on schedule:



ASSIGNMENT DETAILS

Assignment information is provided within your course information in Blackboard. The assignments are located in Blackboard; click the button Assignments after entering the course.

Please note ALL assignments are due on Sunday, midnight.

Submit all assignments to the instructor using Blackboard using the “view/complete” function provided for each assignment

Blackboard discussion / participation requirements include

Each Discussion Forum is graded on a five (5) point scale. The purpose of a discussion in this course is to demonstrate your knowledge of the subject and to communicate with fellow students and the instructor on the selected subject.

- Success in an online course discussion forum requires you to post promptly to the topic presented and participate with at least two other students.
- Example: Review the course “Theory” material listed in the course and review the Topic/Reading requirements listed in the syllabus.
 - Post your initial response to the instructors weekly Module Discussion by at least Thursday.
 - Review fellow student’s posts and respond to the information presented.

Rubric for Grading Discussion Forum:

Possible Points	Description
2	Applied chapter knowledge in your initial discussion
1	Applied chapter knowledge with fellow student discussion
1	Included assigned course material in discussion, reading and viewing material
.5	Engaged discussion with two other student
.5	Timeliness in post allowed fellow students to participate in your discussion