

**IDEAL PROGRAM  
COURSE SYLLABUS  
ONLINE**

Dear Student,

Please read the following course syllabus carefully, especially the course expectations and activities. If you have any questions, please do not hesitate to communicate with the IDEAL 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 our 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 of time outside the classroom to prepare for and complete the course assignments. This varies between students and courses; however, students typically spend a minimum of ten-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. **If you do not participate during the first week of the course, you will be dropped one letter grade. If a student doesn't participate for two or more weeks a grade of "F" will be entered for a final grade.**
4. Login to your course a minimum of three times per week.
5. Complete all assignments to the best of your ability.
6. Participate in the class discussions and demonstrate respect and consideration to the instructor and other students when they express themselves in discussion.
7. If you have any technical difficulties, you must contact the Office of Distance Education immediately at [ubonline@bridgeport.edu](mailto:ubonline@bridgeport.edu).

**E-mail correspondence**

It is imperative that you check your UB e-mail on a regular basis. All written correspondence, to include IDEAL and the University will be sent to you through his e-mail. **The University can no longer correspond to your personal e-mail account(s).**

**Have questions about taking an online course? Go to:**  
<http://www.bridgeport.edu/academics/online/yourfirstcourse.aspx> ]

## **The IDEAL Program**

### **UNIVERSITY OF BRIDGEPORT**

**Labor Law and Arbitration MGMT 342**

**FA 2012 – DL2    Dates: 10/21-12/14/13**

**Instructor:** Susan Pellerin, MA

**PH:** (203) 878-2231

**E-mail:** [spelleri@bridgeport.edu](mailto:spelleri@bridgeport.edu) or [spellerin1980@gmail.com](mailto:spellerin1980@gmail.com)

**Office Hours:** If you need to reach me please use either of the Email addresses provided. Phone calls between 9 AM and 8 PM Tuesday – Thursday Only.

#### **General Course Directions**

This course will, unless stated differently, be completely delivered online via Canvas.

This may be a new experience for some of you. Carefully consider the following questions as part of your decision to learn in this fashion.

1. Do you have the technical expertise and computer equipment necessary?
2. Do you understand the amount of work required to complete an online course?
3. Do you look forward to working independently without face-to-face interaction?

If you answered no to any of the above questions please reconsider your involvement in this environment.

Please note that online courses are not "easier" than traditional classroom delivered courses. The amount of work may, in fact, be more if you choose to explore all the diverse links and other resources available in the Canvas environment. However, the major benefit to Canvas is precisely this: it provides you, the student, with resources not available in the classroom, in a permanent form (you can "bookmark" the links and print out the information to use throughout your career); and it allows you to interact with the course material 24 hours a day, seven days a week, from ANY location with an Internet connection.

Expect to spend approximately 4-5 hours a week, MINIMUM, at your computer and online, reading what other students have written on the Discussion Board, and contributing your own thoughts; browsing links and reading "Lecture" commentaries; and/or writing assignments. These are activities you would have done had you been in the physical classroom. Therefore, you should make sure you have adequate computer access, and the technical expertise to do things like copy files, download programs, etc.

Thirdly, some students find the classroom, face-to-face environment to be more conducive to their respective learning style. Because it is important to be able to adjust to this new learning environment, I recommend that you "team up" with a learning buddy to supplement the on line experience.

If you have ANY problems, please contact me, Susan Pellerin, by email at [spellerin@optimum.net](mailto:spellerin@optimum.net) or by phone at 203-878-2231. Email is preferable, unless you have lost your computer connection! I commit to returning your emails within 24 hours when possible.

If you don't already have one, you should make arrangements to get a UB ID so you can access the Library Proxy Connection, and do research online.

I look forward to meeting you on the Discussion Board!

**COURSE DESCRIPTION:** This course provides an overview of the US labor union movement within the context of business and organizational development. Historically important events will be discussed through the use of documents, articles, pod caste etc. Course will introduce students to the laws governing labor relations and employee rights in the workplace, legal framework in which collective bargaining takes place, including union organizational campaigns, negotiations for and enforcement of collective bargaining agreements, and the use of economic pressure. Students will examine various aspects of Alternative Dispute Resolution including mediation, negotiation and arbitration.

**Learning Objectives:**

Students will be familiar with the historical perspective relating to the Union movement in the United States. Students will investigate and examine local union issues and part of an extensive online experience.

**Required Textbook: Fossum, J.A., Labor Relations : Development, Structure, Processes, McGraw Hill, 11th Edition, ISBN: 978-0-07-802915-8**

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

**Assignments:**

**Discussion board participation:**

Read and respond to at least **3** of your classmates on a **weekly** 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) **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.**
- 2) **Participate early in the week.**
- 3) **Participate “often” during the week ensuring that you answers any questions from a fellow classmate**

**Confidentiality on the Discussion Board.**

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.

20  
(4 pts.  
Per  
forum.

**Research Topics RE: Posting validated research documents pertaining to topic as designated in Table 1.**

Students are required to conduct research and post a **topic \*** 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.

**TABLE 1:** Designated topics for weekly articles and discussions:

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 7	Collective bargaining strategies and contracts

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<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> All exams should be email to <a href="mailto:spelleri@bridgeport.edu">spelleri@bridgeport.edu</a> or <a href="mailto:spellerin@optimum.net">spellerin@optimum.net</a> and include your name in the signature of the email.</p> <p><b>NOTE:</b> While the grades will be reported in the grade center, the grade center doesn't have the flexibility that I demand in the actually grading of this type of exam.</p>	20
<p><b><u>Final Paper</u></b> <b><u>(Due by Wednesday of Unit/Wk 8)</u></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 surroundings those issues,</li> <li>3. Public support or rejection,</li> <li>4. Management's response/outcome and business impact.</li> </ol> <p>Papers must be emailed to: <a href="mailto:spelleri@bridgeport.edu">spelleri@bridgeport.edu</a> or <a href="mailto:spellerin@optimum.net">spellerin@optimum.net</a>. All papers will be returned to students by reply email with edits and comments. Grades for papers are based on spelling, grammar and overall content. 12 point font – Times New Roman or Ariel. 1.5 line spacing. 3-5 pages.</p> <p>Any papers received after midnight on <b>WED</b> will automatically be regarded as late and grading accordingly.</p>	<b><u>30</u></b>

<b>Weeks 1-8</b>	<b>Content/Assignments</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 craft guilds to Industrial unions to public sector organizations.</li> <li>4. Review the APA format guides posted under the course information tab- for all research papers the APA format will be required</li> </ol>	<p><b><u>Week 1</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 Assignment:</u> Chapter 2 The Evolution of American Labor</li> <li>3. <u>Discussion Board Forums</u> (Ungraded requirement) <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>4. . Discussion Board Forums (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><b><u>Week 2</u></b></p> <p>Ethics today</p> <p><b><u>General union facts and figures</u></b></p>	<p><b><u>Week 2</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. 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>



<p><b><u>Week 8</u></b></p> <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>	<p><b><u>Week 8</u></b>     <b><u>Final Papers Due By Wednesday at midnight</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>
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## ACADEMIC POLICIES

### *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.

### **Attendance Policy**

Course attendance, especially in an online course, is an integral part of the academic experience; therefore, students are expected to be participative in all course activities and discussions. If you do not participate during the first week of the course, you will be dropped from the course. If you cannot participate in all the course activities you should consider dropping the course.

### *Drop Procedures*

To drop a course, you must complete and submit a Schedule Change Request Form. The form can be accessed at the following web page:

<http://www.bridgeport.edu/pages/2595.asp>

Starting Fall 2012

- Drop a course after the start date.....\$30.00 per transaction
- Drop prior to the start date.....100% Tuition Refund
- Drop prior to the second week of the course.....75% Tuition Refund
- Drop prior to the third week of the course.....50% Tuition Refund
- Drop during/after the third week of the course.....0% Tuition Refund

**\*\*Please note students will not be automatically dropped for not participating during the first week. Lack of participation for one week will reduce the final grade by one letter grade. If you have to miss the first week of the online course, *you must contact your instructor in writing before the first week.* However, a grade reduction will apply.**

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 Academic Calendar to see the fees for a drop and the impact on tuition. The Academic Calendar can be found at:

<http://www.bridgport.edu/pages/2595.asp>

**Academic Dishonesty**

We are committed to intellectual integrity in our academic pursuits; therefore, 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 computer-programming course. He has co-workers who program in the same language as his final project. As the end of the term approaches, he wonders how he will find the time to get the project finished, and asks one of his co-workers for help. His co-worker hands him a disk with a complete program similar to the kind required for the course project. The student makes minor modifications to the program, and submits it under his own name.

Case #2: A student enrolled in a religious studies course has never taken a humanities or history course, and is unsure about how to structure a research paper. She is doing research on the World Wide Web, and comes across a paper written by a student from another university. Using her computer mouse, she copies and pastes the document 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 as well as in the library. 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 classes; 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)

## **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://myub.bridgeport.edu/academics/academicrescenter/Pages/default.aspx> The Center is located in the Wahlstrom Library, Room 506. Hours of operation are Mondays –Thursday 9am – 6pm and Fridays 9am – 1pm. 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 UBNet account.

### **Obtaining a UBNet Account**

Every registered student should obtain a UBNet Account. The account allows you to access your grades, access library services, access online tutoring, access the computers in computer labs, and provides an email account in which the University sends out information. Go to: <http://www.bridgeport.edu/ubnet> - Click on “New UBNet 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 email account you use. Following the activation of your UBNet 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.

### 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. Information on WebAdvisor is password protected and requires you to use your UBNet username and password. To access WebAdvisor, go to: <http://www.bridgeport.edu/webadvisor>

1. Login in with your UBNet username and password.
2. Click on “Student Menu.”
3. Click on “My Grades.”

If you are carrying a financial balance, access to WebAdvisor will be restricted.

### Using the Library

You can access the library through the library’s website: <http://www.bridgeport.edu/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.

To access the online journals for research purposes, you will need a UBNet account (see above).

### IMPORTANT CONTACT INFORMATION

Office	Contact	Telephone	Email
Bridgeport Campus Security		(203) 576-4911	ubsecurity@bridgeport.edu
Bursar	Robinson Hernandez	(203) 576-4692	bursar@bridgeport.edu
Cashier	Lana Mistry	(203) 576-4682	cashier@bridgeport.edu
Financial Aid		(203) 576-4568	sfs@bridgeport.edu
Registrar		(203) 576-4642	registrar@bridgeport.edu
Emergency Notification Phone		(203) 576-4159	
Distance Education		(203) 576-4853	ubonline@bridgeport.edu

Office			
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
Woodbridge	6 Lunar Drive Woodbridge, CT 06525	(203) 576-4800	<a href="mailto:idealinfo@bridgeport.edu">idealinfo@bridgeport.edu</a>
IDEAL Office		(203) 576-4800	idealinfo@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>
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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.