INSTRUCTOR: Steven E. Abraham (abraham@oswego.edu) www.oswego.edu/~abraham
OFFICE: 316 Rich
PHONE: 312-3307
OFFICE HOURS: T & TH, 10:00 - 11:00; 1:30 - 3:30 and by appointment. In general, feel free to stop by my office anytime and I will be happy to see you. I would prefer that you not come to see me right before class, however, since I am often making final preparations for class.

CLASS SESSIONS:  T, TH - 3:55 – 5:15, 324 Rich

COURSE PREREQUISITES: HRM 386

Students without adequate academic background should not remain in this course. Those who chose not to drop the course will not be allowed to withdraw because of inadequate academic preparation. Inadequate preparation often leads to poor performance.

COURSE OBJECTIVES

HRM 459 will expose students to the basics of private sector union-management relationship in the United States. We will address the following areas during the course: (1) Organization and Certification; (2) Economic Pressure Tactics and other Concerted Activity; (3) Collective Bargaining; (4) Contract Administration; and, (5) Ancillary Issues

TEXT AND MATERIALS


There will be additional readings assigned during the semester. Any additional readings will be placed on reserve at the Library reserve desk or provided to students. Additional readings will be made available well prior to their assigned date to give you ample time to read them prior to class.

COURSE REQUIREMENTS:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Case Write-Ups</td>
<td>35% (explained on separate handout)</td>
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<tr>
<td>Collective Bargaining Exercise</td>
<td>30% (explained on separate handout)</td>
</tr>
<tr>
<td>Arbitration</td>
<td>15% (explained on separate handout)</td>
</tr>
<tr>
<td>Class Participation</td>
<td>20% (explained on separate handout)</td>
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Details about the course requirements and the grading structure will be provided on the first day of class. If any student wishes to suggest an alternative grading structure for himself or herself, I will listen to and consider the proposal.
SPECIAL NOTE:

If you have a disabling condition which might interfere with your ability to complete this course successfully, please contact me or contact the Office of Disability Services (312-3358)

CLASS SESSIONS

As you can see by the grading scale on the previous page, I believe that class participation is essential in HRM 459. Class discussion and dialogue are extremely important to me and I will do everything I can to make it as comfortable as possible for you to participate in class. If I am doing anything to make it difficult or unpleasant for you to take part in class discussion, please tell me. I will do everything I can to make class participation an enjoyable experience.

ATTENDANCE POLICY:

Being in class on time is crucial to completing HRM 459 successfully. Treat this class as you would work B attendance is required. Twenty percent 20% of the final grade is based on class participation and you can t participate if you are not in class. Arriving late for class is disruptive and necessarily ensures that you will miss some information. I will be taking attendance at every class session. I will record who is absent and who is late. While you will not be penalized specifically for missing class or being late, your grade will be affected by your attendance and punctuality. Consistent with SUNY-Oswego policy, I reserve the right to drop anyone from the course if absences are excessive.

CLASSROOM BEHAVIOR:

Just as you will need to conduct yourself appropriately in the business meeting, it is important for you to behave appropriately in the classroom as well. Examples of inappropriate behavior (i.e., things you should avoid) include: arriving late, leaving early, getting up and leaving during class, not paying attention to the speaker (me or your fellow students), having a cell phone ring, etc. If you need to do one of these things (e.g., you are expecting an important phone call, you need to leave early, etc.), please see me before class.

UNANNOUNCED QUIZZES:

Currently, I hope not to give any unannounced quizzes. If I find that most of you are coming to class without having read the material assuming that I will tell you all you need to know, I will give unannounced quizzes. Each quiz given will count 5% toward your course grade (the other grade weights will be reduced accordingly). I hope what I just wrote will give you incentive to read and be prepared for class. If I see that most of you are prepared most of the time (we all have bad bays and are unprepared once in a while), I will not give any quizzes.

A NOTE ABOUT DATES:

As of now, it is impossible for me to determine in advance the dates on which we will get to various topics and pages in the readings. Thus, at the end of each class session, I will give you an indication of how far I expect to get in the next few sessions day. PLEASE REMIND ME IF I FORGET. In addition, the order of topics currently listed may change. You will be given much notice of any changes.

ADD?DROP PROCESS; COURSE WITHDRAWAL:

It is the responsibility of students to be informed of the college policies on add, drop and withdrawal