

Course Outline

Management and Organizational Studies-The University of Western
Ontario
Winter 2012

MOS 3352 G-650-Industrial Relations and Labour Studies

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Course Description

This course will provide students with a working knowledge of industrial relations theories, processes and emerging trends within the workplace in Canada and their implications for workers, for employers, and for society.

Required Texts

- Wayne Lewchuk, Marlea Clarke and Alice de Wolff, *Working Without Commitments*, (Montreal and Kingston: McGill-Queen's University Press 2007)
- John Godard, *Industrial Relations*, 4th edition (Concord: Captus Press 2011).

**Texts have been ordered and will be available for purchase in the UWO bookstore.*

Assignments

••Participation:

At various intervals throughout the term, discussion questions will be posted. Student participation will be based on a *combination* of the *quality* of the submission (how seriously posts deal with the question, how sophisticated is the insight brought to bear on the question, how well posts respond

to the posts of others, how well-articulated is the post -so yes, spelling and grammar matter) as well as *quantity* (an adequate quantity would be approximately one to two posts per discussion question, bearing in mind that quantity alone will only get you so far). These discussion questions will be based on an assigned reading and will normally have a deadline by which to respond of several days.

••Critical Analysis

Detailed instructions for this assignment will be posted on web ct.

••Mid-Term exam and Final exam

Both exams will be comprised of a combination of definitions, short answers, multiple choice and essay questions, based upon the assigned readings and any posted lectures.

Assessment		
Component	Value	Due date
PARTICIPATION	15%	VARIOUS
CRITICAL ANALYSIS	20%	WED. FEB. 15th
MID-TERM	30%	TBA
EXAM	35%	FINAL EXAM PERIOD (3 rd week of April)

Grade descriptors: *The University of Western Ontario Senate has adopted a set of grade descriptors which explain the meaning of grades assigned in all university courses:*

A+	90-100%	One could scarcely expect better from a student at this level
A	80-89%	Superior work which is clearly above average
B	70-79%	Good work, meeting all requirements, and eminently satisfactory
C	60-69%	Competent work, meeting requirements
D	50-59%	Fair work, minimally acceptable
F	below 50%	Fail

Grading criteria

All written work will be evaluated using a four-part grading rubric:

1. *Writing style:* Effectiveness of prose (clarity, word choice, avoiding flowery language, etc.) and technical correctness (e.g., spelling, grammar, syntax).
2. *Logical organization:* Written structure and quality of argumentation. Extent to which the essay is internally consistent, well-focused, and uses formal essay structure (introduction,

body, conclusion). Includes citations/footnotes and bibliography on assignments wherever appropriate.

3. *Knowledge and application of relevant material*: Good selection and integration of relevant material. Effective use of evidence in arguments.
4. *Judgment*: Selection of appropriate material and line of argument to answer the question; well-supported conclusions; avoidance of tangents; selection of points of comparison (similarities and contrasts); demonstration of careful reading and analysis as opposed to unfounded opinion and generalization.

Course Logistics and Policies

YOU are responsible to ensure that you know and abide by all the requirements contained in this outline. Ignorance of such will not be considered a reasonable ground for any dispensation.

•Expectations will regard to time-spent on this course

The in-class version of this course requires 3 hours of lecture a week, approx. 30 pages of reading per week, plus study/assignments. Given that there are no lecture hours (plus no necessary travel time to account for), readings for this course vary from approx. 20 – 50 pages per week. It is expected that students should spend approx. 5-6 (non-assignment prep./study) hours per week doing assigned readings, answering discussion questions and interacting with the instructor online in order to clarify some aspect of the readings. Note that these latter-type questions will NOT count toward participation marks.

•Policy on Accommodation:

DAN Management and Organizational Studies strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities. Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may wish to contact Services for Students with Disabilities (SSD) at 661-2111 #82147 for any specific questions regarding an accommodation. More information about “Accessibility at Western” is available at: <http://accessibility.uwo.ca>.

••**Support Services**: Students experiencing difficulties with their writing, study habits, anxiety/depression, or other related issues are strongly advised to seek assistance from Counselling and Student Development Services.

•Policy on Maintaining a Respectful Learning Environment:

Meaningful discussions will likely result in disagreements between contending parties. Please try to contend with others' opinions in a mature and respectful manner and attempt to understand the comments of others fully before responding. All posts should conform to basic rules of

respect by refraining from impugning the intentions of others, and addressing themselves only to the direct content of posts.

•Policy on Submission of Written Work:

In an effort to allow students the flexibility they need in order to co-ordinate assignments for this class with their other course work, the deadline for the critical analysis is subject to a one week 'extension.' What this means is that **you** are expected to manage your work schedule appropriately, so that you can hand in all your course work on time. Since only you know what assignments you have due and when, you have the opportunity of submitting your work on **either** the day that has been assigned, above, as the deadline, **or** exactly one week later. If you choose to take the 'extension' the instructor does not need to know the reason why. Be advised, however, that after the second 'deadline' has passed students will receive a "zero" for that assignment. Students are still required to hand-in an assignment in order to pass the course (see below). The instructor **may** accept late submissions without penalty subject to the UWO's accommodation policy, immediately below.

NB: All assignments are due by **midnight** on the day in question. Any submission that does not reach me by that time will be considered late.

NB: The critical analysis must be completed in order to pass this course. Failure to turn in an assignment will result in course failure regardless of the accumulated marks on remaining assignments.

•Policy on Extensions for Medical/Compassionate Reasons: UWO's Accommodation Policy

In May, 2008, The Senate of UWO approved a medical note policy that affects all students. Any request for accommodation covering course work worth more than 10% of the final mark must be submitted by the student directly to the appropriate Faculty Dean's Office and not to the instructor. The Dean's Office will determine whether accommodation is warranted. Please follow the procedures as set out by the University and see your Academic Counselling office to present your case and documentation before asking for an extension without penalty.

If, on medical or compassionate grounds, you are unable to meet your academic responsibilities, i.e., unable to write term tests or final examinations or complete course work by the due date, you should follow the instructions listed below. You should understand that academic accommodation will not be granted automatically on request. You must demonstrate that there are compelling medical or compassionate grounds that can be documented before academic accommodation will be considered. Read the instructions carefully. In all cases, action must be taken at the earliest possible opportunity, preferably prior to the scheduled examination, test or assignment.

1. Check the course outline to see if the instructor has a policy for missed tests, examinations, late assignments or attendance. The course outline should include the preferred method of contact (e-mail, phone, etc.).
2. Inform the instructor prior to the date of the scheduled time of the test or examination or due date of the assignment. If you are unable to contact the instructor, leave a message for him/her at the department office.

3. Bring your request for accommodation to the Academic Counselling Office, Room 2105, Social Science Centre, telephone 519 661-2011 or fax 519 661-3384. Be prepared to submit documentation of your difficulties.
4. If you decide to write a test or an examination you should be prepared to accept the mark you earn. Rewriting tests or examinations or having the value of the test or examination reweighted on a retroactive basis is not permitted.

Policy: [https://studentservices.uwo.ca/secure/medical accommodations link for OOR.pdf](https://studentservices.uwo.ca/secure/medical_accommodations_link_for_OOR.pdf)

Medical certificate/form: <http://www.uwo.ca/univsec/handbook/appeals/medicalform.pdf>

TERM TESTS and MID-TERM EXAMS

1. If you are unable to write a term test, inform your instructor (preferably prior to the scheduled date of the test). If the instructor is not available, leave a message for him/her at the department office.
2. Submit your documentation to the Academic Counselling Office.
3. Make arrangements with your instructor to reschedule the test.
4. The Academic Counselling Office will contact your instructor to confirm your documentation.

FINAL EXAMINATIONS

1. You require the permission of the Dean, the instructor, and the Chair of the department in question to write a special final examination.
2. If you are unable to write a final examination, contact the Academic Counselling Office in the first instance to request permission to write a special final examination and to obtain the necessary form. You must also contact your instructor at this time. If your instructor is not available, leave a message for him/her at the department office.
3. Be prepared to provide the Academic Counselling Office and your instructor with supporting documentation (see below for information on documentation).
4. You must ensure that the Special Examination form has been signed by the instructor and Department Chair and that the form is returned to the Academic Counselling Office for approval without delay.

LATE ASSIGNMENTS

1. Advise the instructor if you are having problems completing the assignment on time (prior to the due date of the assignment).
2. Submit documentation to the Academic Counselling Office.
3. If you are granted an extension, establish a due date.
4. Extensions beyond the end of classes must have the consent of the instructor, the Department Chair and Dean. A Recommendation of Incomplete form must be filled out indicating the work to be completed and the date by which it is due. This form must be signed by the student, the instructor, the Department Chair, and the Dean's representative in the Academic Counselling Office.

EXTENDED ABSENCES

If you are absent more than approximately two weeks or if you get too far behind to catch up, you should consider reducing your workload by dropping one or more courses. This must be done by the appropriate deadlines. (Refer to the Registrar's website for official dates.) The Academic Counselors can help you to consider the alternatives. At your request, they can also keep your instructors informed of your difficulties.

DOCUMENTATION

- **Personal Illness:** If you consult Student Health Services regarding your illness or personal problem, you should request a Student Medical Certificate from the physician. Once your documentation has been assessed, the academic counsellor will inform your instructor that academic accommodation is warranted.
- If you were seen by an off-campus doctor, obtain a certificate from his/her office at the time of your visit. The off-campus medical certificate form must be used. <http://www.uwo.ca/univsec/handbook/appeals/medicalform.pdf>. The doctor must provide verification of the severity of the illness for the period in question. Notes stating "For Medical Reasons" are not considered sufficient.
- **In Case of Serious Illness of a Family Member:** Obtain a medical certificate from the family member's physician.
- **In Case of a Death:** Obtain a copy of the newspaper notice, death certificate or documentation provided by the funeral director.
- **For Other Extenuating Circumstances:** If you are not sure what documentation to provide, ask an Academic Counsellor.

Note: Forged notes and certificates will be dealt with severely. To submit a forged document is a scholastic offense (see below) and you will be subject to academic sanctions.

ACADEMIC CONCERNS

- You need to know if your instructor has a policy on late penalties, missed tests, etc. This information may be included on the course outline. If not, ask your instructor.
- You should also be aware of attendance requirements in courses such as Business and English. You can be debarred from writing the final examination if your attendance is not satisfactory.
- If you are in academic difficulty, check the minimum requirements for progression in your program. If in doubt, see your Academic Counsellor.
- If you are registered in Social Science courses but registered in another faculty (e.g., Arts or Science), you should immediately consult the Academic Counselling Office in your home faculty for instructions.

FAILED YEAR

Procedures for completing a [Waiver of the Progression Requirements](#) (DEADLINE IS JUNE 30). [Click here for BMOS Waiver of Progression Requirements.](#)

In your petition letter, you must address all of the following questions:

- What were the extenuating circumstances which contributed most significantly to your poor academic performance.) When did the problem(s) arise? Appropriate supporting documentation (eg. medical note from a doctor to document problems, or a letter from a family member or close personal friend to support compassionate grounds) must be submitted with the petition. If you need more information regarding the submission of appropriate documentation, please contact the Dean's Office.
- Answer the following questions:
 1. What attempts did you make at the time you were encountering problems that affected your academic performance to contact your instructors, Academic Counsellors, the staff in Student Development Centre (Learning Skills Counsellors), the Ombudsperson, or Student Health Services?
 2. What academic accommodation did you request at the time you were experiencing major problems that were affecting your academic performance?
 3. What steps did you take to minimize the impact on your academic work of the difficulties that you were encountering?
 4. Approximately what percentage of classes did you attend in each course?
 5. What assignments/tests/labs/quizzes/exams did you complete in each course?
 6. Please record the grades you received for assignments/labs/tests/quizzes/exams, etc in each course. If you failed to complete all the course requirements, explain and provide reasons.
 7. Please list the final grade earned in each course in which you were registered during the past academic year.
- Why do you think you would be successful in University-level academic studies, if your petition was granted?
- What are your academic goals?
 - What is your long-term degree/program objective?
 - In what specific program do you wish to register during the coming year?
 - What specific courses do you wish to take during the coming year?

NOTE: In (b) and (c), do not list courses or programs for which you are not currently eligible. You must check the prerequisites for the program and courses you wish to take.

•Policy on Plagiarism

Plagiarism is an intentional act of academic dishonesty and intellectual theft. “Flagrant plagiarism” occurs when complete portions of one or more written texts are copied, but no quotation marks are used to indicate that the words have been borrowed even if a citation of the source has been included. “Disguised plagiarism” happens when the original text is “disguised” by changing only a few words, even if a citation is included. Whether flagrant or disguised, plagiarism is a serious academic offence. The texts and materials (including web-based materials) borrowed from others must be acknowledged. The acknowledgment must include quotation marks around the material used, and a notation giving specific source information. **Please note that even unintentional plagiarism will be met with great seriousness.** The best way to avoid any problems is to be forewarned.

Students are advised to consult the following pamphlet, produced by UWO’s Ombuds Office, for advice on avoiding cheating, plagiarism and unauthorized collaboration:

<http://www.uwo.ca/ombuds/student/cheating.html>

••Procedures and Penalties:

- **Faculty Discretion:** Instructors have the discretion to distinguish between plagiarism and errors in citation that appear to be harmless and inadvertent. If academic dishonesty is not suspected, the instructor may choose to give a verbal warning, or suggest a rewrite, with penalty, regarding the mistake. However, the instructor may also choose to seek consultation with the Chair of the Department to determine if formal reporting is appropriate.
- **Formal Reporting:** If a faculty member believes that a student has engaged in plagiarism or related forms of academic dishonesty (such as submitting the same paper in two separate courses or submitting a paper completed in a previous course), the instructor will begin formal reporting procedures.
 - The instructor gathers the evidence of academic dishonesty.
 - The instructor notifies the Chair of the Department and the student of the suspected offence and schedules a meeting for the three parties to discuss the issue.
 - If the Chair finds that an offence has occurred, the Chair will write a recommendation outlining the case and the penalty to the Academic Dean.
 - After the Dean's Office has reviewed the case with the student, and if the Dean concurs with the Department, the instructor and/or the college will institute the agreed upon penalties.
- **Penalties:** Penalties will reflect the severity of the offence. Penalties may range from receiving a zero on the assignment, to course failure (even in first-offence cases) where gross and substantial plagiarism has clearly occurred . Penalties may include consequences as severe as expulsion from the College. **See the UWO Academic Calendar under “Academic Rights and Responsibilities.”**

••Plagiarism Checking: All required papers may be subject to submission in electronic form for textual similarity review to the commercial plagiarism detection software under license to the University of Western Ontario for the detection of plagiarism. All papers submitted will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement currently in place between UWO and Turnitin.com (<http://www.turnitin.com>).

<h2>Schedule of Classes and Readings</h2>

NB: The chapters assigned are not necessarily assigned in the order in which they appear in the respective texts. Please ensure that you are doing the correct reading every week.

Week 1: Jan. 8th-14th

Chapter 1-Industrial Relations:

“Foundations”

Week 2: Jan. 15th-21st

Chapter 2-Industrial Relations:

“The Broader Debate”

Week 3: Jan. 22nd-28th

Chapter 4-Industrial Relations:

“Work and Labour Relations in Historical Perspective”

Chapter 2-Working without Commitments:

“A Short History of the Employment Relationship”

Week 4: Jan. 29th-Feb. 4th

Chapter 3-Industrial Relations
Chapter 6-Industrial Relations

“Understanding Labour-Management Relations”
“Understanding and Explaining Management”

Week 5: Feb. 5th-11th

Chapter 7-Industrial Relations

“Labour Unions as Institutions”

Week 6: Feb. 12th-18th

Chapter 3-Working without Commitments

“Working without Commitments and the Characteristics of the Employment Relationship”

READING WEEK-Feb. 19th-25th

Week 7: Feb. 26th-March 3rd

Chapter 9-Industrial Relations
Chapter 5-Working without Commitments

“The Role of the State”
“Then Employment Strain Model and the Health Effects of Less Permanent Employment”

Week 8: March 4th-10

Chapter 6-Working without Commitments

“The Blurred Lines between Permanence and Precariousness”

Week 9: March 11th-17th

Chapter 10-Industrial Relations

“Understanding the State”

Week 10: March 18th-24th

Chapter 11-Industrial Relations

“Labour Law”

Week 11: March 25th-31st

Chapter 15-Industrial Relations

“The Collective Agreement”

Week 12: April 1st-7th

Chapter 14-Industrial Relations

“The Grievance and Grievance Arbitration Process”

Week 13: April 8th-11th (last day of classes)

Chapter 16-Industrial Relations

“Contemporary Problems, Challenges and Alternatives”