



**I. COURSE DESCRIPTION:** This syllabus represents an introductory, survey course in industrial and labour relations. Its intent is to acquaint certificate candidates with the major employers and employees – collective bargaining – and the context in which that bargaining takes place.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to:

1. Discuss labour relations in Canada, and the specific institution used in this country to govern those relations – the collective bargaining process.

Potential Elements of the Performance:

- Drawing a portrait of industrial relations. (chpt. 1 to 3)
- A closer examination of the players and the context in which they operate. (chpt. 4 to 6)
- Assessing the effects of collective bargaining on important corporate issues, eg. Wages. (chpt. 7)

Kehoe & Archer, chapters 1 to 7

2. Explain collective bargaining – institution and processes.

Potential Elements of the Performance:

- Union practices, organization and certification (chpt. 8 to 10)
- Contract negotiation and some possible outcomes – impasse, conciliation and the legal strike. (chpt. 11, 14, 15)
- Administering the collective agreement. (chpt. 12, 13, 16 to 19)

Kehoe & Archer, chapters 8 to 19

Ontario Labour Relations Act – sections L2 (14) – (48)

Ontario Labour Relations Act – sections L2(49) – (56).

3. Appreciate that the public sector in Canada is the most heavily organized sector in Canada. Understand that the outcomes of collective bargaining in this sector have a significant impact on private sector bargaining, as well as the legal context of labour relations in a variety of areas. Health and safety, and quality of working life issues are two major examples.

Potential Elements of the Performance:

- Collective bargaining and the public sector ( chpt. 20)
- Health and safety, quality of working life, and some of the hidden functions unions perform. (chpt. 23)

Kehoe & Archer, chapters 20, 23)

4. Explain whether organized labour is a net contributor to corporate productivity and profitability and the reasons for some surprising answers.

Potential Elements of the Performance:

- Productivity and profitability under changing labour circumstances.
- The condition of organized labour – external political influence and internal dissension.
- The decline of private sector organized labour, its causes, and managerial implications from a short and long-run prospective.

Keho & Archer – Chapters 21 & 22

**III. TOPICS:**

1. Industrial Relations
2. Players
3. Union Practices
4. Contract negotiation
5. Administering the Collective Agreement
6. Health & Safety
7. External Political Influence

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

**“Canadian Industrial Relations” by F. Keho and M. Archer, Century Labour Publications ISBN: 0-9690739-6-8**

**V. EVALUATION PROCESS/GRADING SYSTEM:**

<b>Quizzes</b>	<b>10%</b>
<b>Mid Term Exam</b>	<b>40%</b>
<b>Final Exam</b>	<b>40%</b>
<b>Assignments &amp; Participation</b>	<b><u>10%</u></b>
	<b>100%</b>

**A minimum grade of 70% is required to pass this course.**

The following semester grades will be assigned to students:

<b>Grade</b>	<b>Definition</b>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

## VI. SPECIAL NOTES:

### Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

### Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

### Prior Learning Assessment:

There is no PLAR in The Human Resource Practices Certificate.

### Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

### Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

### Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may (i) issue a verbal reprimand, (ii) make an assignment of a lower grade with explanation, (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”, (iv) make an automatic assignment of a failing grade, (v) recommend to the Chair dismissal from the course with the assignment of a failing grade. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations. Announcements, news, the academic calendar of events, class cancellations, your learning management system (LMS), and much more are also accessible through the student portal. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.