

San José State University
Master of Public Administration/Department of Political Science
PADM 295-01. Topics in Public Administration—Labor Relations
Class number: 47931
Fall 2022

Course and Contact Information

Instructor: Robert Ovetz, Ph.D.

Office location: by Zoom or phone

Phone: 415 602 1585 (please use only in case of emergency; please do not text)

Email: robert.ovetz@sjsu.edu

Office hours: Tuesdays noon to 1 by Zoom and Thursdays, noon to 1 in person. Other times Mon to Fri 9 am to 6 pm by prior appointment by phone or Zoom. Please email other suggested days and specific times.

Class days and time: Thursdays 6-8:45 pm in person on campus

Classroom:

Course Description

This course will examine labor relations and labor law in the private and public sectors. It will include an analysis of issues concerning unions, worker organizing, collective bargaining, and grievances from the perspectives of employers, unions, and workers.

Workload and Credit Hour Requirements

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course related activities as described in the syllabus.

Course Learning Outcomes (CLO)

Upon successful completion of this course, students will be able to:

1. Analyze private and public sector labor relations and law
2. Think critically about unions, conflicts in the workplace, and labor law
3. Identify the key competencies of leading and managing a union or employer labor relations
4. Develop a public sector union and employer contract campaign
5. Evaluate the impact, limits, and needed reforms of labor law
6. Reflect on the impact of private sector labor relations on the public sector

MPA Program Learning Outcomes (PLO)

1. Lead and manage in public governance
2. Participate in and contribute to the policy process
3. Analyze, synthesize, think critically, solve problems and make decisions
4. Articulate and apply a public service perspective
5. Communicate and interact productively with a diverse and changing workforce and citizenry

Learning Outcomes	How the LOs will be Assessed					
	Weekly Discussion Questions	Reporter for Weekly Discussion Questions	Background Profile	Campaign Planning Assignments	Collective Bargaining Assignments	Grievances & Arbitration Assignments
CLO 1	√	√			√	√
CLO 2	√	√	√		√	√
CLO 3			√	√	√	√
CLO 4				√	√	
CLO 5					√	√
CLO 6					√	√
PLO 1				√	√	
PLO 2					√	
PLO 3	√	√	√		√	√
PLO 4					√	√
PLO 5			√	√	√	√

Important Dates

Note: Weekly Discussion Questions are due each week as indicated in the Course Outline below.

Thurs 8/25—First day of class

Thurs 9/1—Current CBA; Balance Sheet/General Fund Audit of employer

Thurs 9/8—Background profiles on employer, labor relations, and bargaining unit

Thurs 9/15—Union & employer Bargaining team overview, Bargaining backgrounder, and Bargaining summary form

Thurs 9/22—Union Campaign strategy; Employer Continuation plan strategy

Thurs 9/29—Union and Employer Opening statement

Thurs 10/6—Union and Employer Proposed contract language

Thurs 10/13-11/3—Date TBD Union Tentative agreement, Case for a yes vote, Optional: response to injunction motion; and Employer Tentative agreement, Case for a yes vote, Optional: motion for injunction

Thurs 11/10—Union Grievance #1 declaration; Employer Grievance #1 response; Union and Employer joint agreement

Thurs 11/17—Union Grievance #2 declaration; Employer Grievance #2 response; Union and Employer joint agreement

Thurs 11/24—No class—Thanksgiving

Thurs 12/1—Last day of class

Tues 12/6—Analysis Paper due on Canvas by 11:59 pm

Graded Assignments	Percentage (100 total points each)
Weekly Discussion Questions	10
Reporter for Weekly Discussion Questions	10
Background Profile Assignments	15
Campaign Planning Assignments	15
Collective Bargaining Assignments	15
Grievance and Arbitration Assignments	15
<u>Analysis Paper</u>	<u>20</u>
TOTAL	100

Grading Scale

A plus	96-100
A	93-95
A minus	90-92
B plus	86-89
B	83-85
B minus	80-82
C plus	76-79
C	73-75
C minus	70-72
D	60-69
F	0-59

Grading Policies

- 10 percent will be deducted for each week that an assignment is turned in late. A period of 7 days or less is consider 1 week. No assignments will be accepted after 11:59 pm on the last official class day of the semester.
- There are no exams in this class.
- Missing assignments will receive a **0** and be graded as **late** when the paper is posted. Please contact me if the assignment is late due to medical, religious, or university related activities so that it can be made up. A demonstrable excuse should be related to a medical, religious, or university related events only. Please contact me in advance or as soon as possible and provide appropriate documentation.
- Grades will be rounded up to the next full letter only when the difference is .49 or less.

Classroom Policy

- You may not copy, record or post any video or audio from this class.
- No electronic recordings or photographs of any kind of the class are allowed except as an accommodation with campus documentation. University Policy S12-7, <http://www.sjsu.edu/senate/docs/S12-7.pdf>, requires students to obtain instructor’s permission to record the course.
- The posting of any electronic recordings, tapings or any other type of documentation of any aspect of this course on the internet is not allowed.
- Any act of plagiarism will result in an automatic “F” for the assignment.
- Any student who has special needs that may affect his or her performance in this class is asked to identify his or her needs to Dr. Ovetz in private by the end of the first day of the semester and provide documentation as soon as possible. Any resulting class performance problems that may arise for those who do not identify their needs will not receive any special grading considerations.

Mask Policy

This class will follow the current SJSU campus requirement that a surgical or N95 or surgical mask be worn at all times. Masks must remain on at all times in class and cover the mouth and nose with protective fabric. For all of our mutual safety and well-being please adhere to this SJSU policy.

Canvas

For help with using Canvas please see the Canvas Student Resources page at: https://www.sjsu.edu/ecampus/teaching-tools/canvas/student_resources/. If you need immediate help please contact the Canvas Help at the tab on the left side of the Canvas page.

On-Line Power and Connection Interruptions

Due to internet service, weather, high risk fire power shutoffs and other causes, internet service may be interrupted either preventing me from launching the class Zoom meeting or completing the grading in a reasonable amount of time (usually 1 week). Because I live in a high risk fire area which may experience intentional PG&E power shut offs and I do not have a landline, I may not be able to communicate with the class sufficiently to let you know that class was cancelled for these reasons. I will do my best to inform you about possible cancellations. Please check your SJSU email in these circumstances. It may be necessary to reschedule class meetings in the event of cancellations.

Required Readings

Required course readings can be found in the following assigned books and readings. You are expected to complete the readings **before** they are scheduled to be discussed.

Harry C. Katz, Thomas A. Kochan, and Alexander J. S. Colvin, *An Introduction to U.S. Collective Bargaining and Labor Relations*, Cornell University Press/ILR Press, 5th edition, 2017, ISBN: 9781501713873.

Other required readings will be assigned. They are listed below in the Course Outline and can be downloaded on the Canvas page.

Library Liaison

Please contact the Political Science librarian Nyle Monday to answer questions and provide help with research, citations, and other library needs. He can be reached by email at Nyle.Monday@sjsu.edu or <https://libguides.sjsu.edu/politicalscience>

University Policies

Per University Policy s16-9, university-wide policy information relevant to all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) (<http://www.sjsu.edu/gup/syllabusinfo/>) which is hosted by the Office of Undergraduate education. Make sure to visit this page to review and be aware of these university policies and resources.

Office Hours

I am available during in person office hours to talk about the readings, quizzes or a current event you plan to write about for your Local Government Observation Paper.

If you have a scheduling conflict with my designated office hour please send me a specific day and time

from Mon to Fri before 6 pm in which you will call me at the phone number on the top of page one.

Course Requirements

The following requirements compose the graded work for the course.

Chapter Discussion Questions and Group Reporter

Students should briefly answer all the discussion questions at the end of each assigned chapter from the Katz et al book. These answers should be cut and pasted into the appropriate assignment window in Canvas before class begins.

During class, students will be assigned one of the questions to discuss and briefly report back to the class. During the semester each student should be the reporter at least once.

How to write the answers to the Chapter Discussion Questions and how they will be graded:

- Cut and paste answers into the Canvas assignment window.
- Answer all the questions using now more than a maximum of 800 words.
- Number each question and write answers in sentences and thematically organized paragraphs.
- Proofread for grammar, punctuation, spelling, capitalization, proper citation style, formatting, etc.
- No title page or header is needed.
- All answers are graded as Complete/Incomplete. Answers that are not at least 75% complete will be graded as Incomplete. To be 75% complete, for example, 3 out of the 4 discussion questions should be thoroughly answered.

How to serve as a Group Reporter:

- The Group Reporter should take notes on the key points of their group's discussion about how they answered their assigned discussion question from the reading.
- During the report back the Group Reporter should take up to two minutes to summarize their discussion and identify key points of agreement and disagreement, and questions and lessons that arose from the discussion.
- Each student should be a reporter at least twice during the semester to receive the full grade.

Collective Bargaining Project

During the entire semester students will work in groups to carry out two role plays of workers and their employer engaged in a unionization campaign, representation election, collective bargaining, and the grievance and arbitration process. The instructions for this project can be found in the "Collective Bargaining Project Instructions" pdf on Canvas. All assignments should be cut and posted or uploaded to the Canvas assignment window. Where required, physical sample copies should also be made available to the rest of the class.

We will do report backs at the end of each class during which each group member is expected to contribute.

Analysis Paper

Using outside research and reflecting on the class Collective Bargaining Project the student should reflect on the benefits and disadvantages of the current system of labor relations in either or both private and public sector. Students may focus on one or more issues discussed in the readings, role play, or in the outside literature. The paper should describe the problems and evaluate proposed solutions.

How to write the Analysis Paper and how it will be graded:

- Write as a formal research paper (eg, including an introduction, thesis, sections, and conclusion) using in text or footnoted references written in a single consistent citation style
- Organize the paper using section headers
- Proofread for syntax, spelling, organization, clarity of ideas
- Include at least 6 outside sources two each from academic, popular, and trade sources (see “About Sources and References” below)
- Maximum of 1,500 words

About Sources and References

There are 3 types of acceptable sources that may be obtained through the library print and database sources only. The 3 types of sources are:

- academic: books, specialized encyclopedias (academic field specific, do not use Britannica, Funk and Wagnall, etc), journal articles. These are written, read, and peer reviewed by academics and published by academic presses. Do not cite an academic paper if it hasn't been published in a book, journal or academic encyclopedia. Just because it appears on a site ending in “.edu” doesn't mean it's been published.
- trade: publications specific to an industry or non-profit sector, and governments/inter-governmental organization reports and read only by people who work in that field. Do not use factsheets or press releases.
- popular: newspapers, newsmagazines, documentary films, TV/radio news. These can be read by anyone and are written by professional journalists or guest experts.

Types of unacceptable sources: commercial non-news sources, aggregators, personal websites, blogs, social media, press releases, factsheets, editorials, open source wikis, or unpublished academic papers.

For help with identifying these required types of source please contact the reference librarians at the link below. You should also use this short guide on how to distinguish between the types of sources:

<https://libguides.utoledo.edu/journalvsmagazine>

When citing sources in your paper and in the bibliography:

1. Use APA citation style only (use the Lunsford style guide on Canvas)
2. Use in text citations **and** a list of references. Do not use footnotes.
3. When using APA in text citations the cite should appear as follows: TEXT (last name, year, page number) for publications.
4. List your references in alphabetical order by last name—**do not** number your sources

About Grammar and Proofreading

Grammar, or syntax, and formatting will count for **10 percent** of each Case Study Paper. One point will be deducted for each instance of incorrect syntax or formatting mistake up to four instances. After five or more instances the full 10 percent will be deducted from your grade. For this reason, it is essential that you carefully proofread your papers several times and utilize the writing center or tutoring before turning them in. Editing comments will not be given in the graded feedback.

You will be graded for grammar, punctuation and style to the extent that it reduces your ability to express your research and analysis clearly. While grammar, punctuation and style are not the most significant part of the grade you will receive, it does affect your ability to communicate your ideas and

analysis clearly and effectively. If you have any issues concerning your language skills you wish to discuss with me please visit me during office hours.

Grammar and Proofreading

You will be graded for grammar, punctuation and style to the extent that it reduces your ability to express your research and analysis clearly. While grammar, punctuation, and style are not the most significant part of the grade you will receive, it does affect your ability to communicate your ideas and analysis clearly and effectively. If you have any issues concerning your language skills you wish to discuss with me please visit me during office hours.

Where to Get Help with Your Writing

Although I do not proofread student papers before they are turned in I am happy to help you with specific selections of text. For help I encourage you to **first** go to the Graduate Writing Support Services or the undergraduate Writing Center for help with your writing and the campus reference librarians for help with research and citations.

You can contact the Graduate Writing Support Services at <https://www.sjsu.edu/essc/gess/grad-writing.php>

I strongly encourage you to use the SJSU Writing Center's Homegrown Handouts on many aspects of the writing process here: <https://www.sjsu.edu/writingcenter/handouts/>

The Writing Center, <https://www.sjsu.edu/writingcenter/>, also offers up to two 45 minutes sessions per week by emailing them a request at writingcenter@sjsu.edu. It is also partnered with MLK Library to offer live chat services for students who have quick writing-related questions that can be addressed in 10-15 minutes. Live chat is available during select hours and no appointment is necessary.

The reference librarians can also help with using the library databases to find your outside sources and do the APA references (remember to use the Lunsford Guide). You can email or chat live with a librarian on the website here: <https://library.sjsu.edu/ask-librarian/ask-librarian>

You may also use the Lib Guide cited above and the short guides to writing research papers at <http://owl.english.purdue.edu/sitemap/>

Course Outline

Note:

- The schedule is subject to change with fair notice by email or on Canvas.
- Complete all the readings for each topic **before** we begin the topic.

Week	Date	Topic	Katz et al Readings	Additional Readings	Assignments Due
Week 1	Thurs 8/25	Review syllabus & discuss Collective Bargaining Project	None	Kim, "The Upstart Union Challenging Starbucks," <i>The New Yorker</i>	None

Week 2	Thurs 9/1	History of Labor Relations & Employment Law	chs. 1 and 2	None	<ul style="list-style-type: none"> • Weekly Discussion Questions • Copy of the current CBA • Balance Sheet/ General Fund Audit of employer
Week 3	Thurs 9/8	Unions & Bargaining Power	ch. 4	Lynd & Gross, ch. 4, "a Rank and Filers Bill of Rights," pp. 37-72	<ul style="list-style-type: none"> • Weekly Discussion Questions • Background profiles on: employer, labor relations, and bargaining unit
Week 4	Thurs 9/15	Union Organizing	ch. 7	None	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union & employer: Bargaining team overview, Bargaining backgrounder, and Bargaining summary form
Week 5	Thurs 9/22	Strikes	chs. 8 and 10	<ul style="list-style-type: none"> • CPER, ch. 6 • <i>Labor Notes</i>, "How to Strike and Win" 	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union: Campaign strategy • Employer: Continuation plan strategy
Week 6	Thurs 9/29	<ul style="list-style-type: none"> • Collective Bargaining • Guest speaker (TBD): 	ch. 5	Carrell & Heavrin, ch. 6	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union and Employer Opening statements
Week 7	Thurs 10/6	<ul style="list-style-type: none"> • Collective Bargaining • Guest Speaker: Kevin van Meter, SEIU S. Oregon staff organizer 	ch. 6	Kearney & Mareschal, ch. 3	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union and Employer: Proposed contract language

Week 8	Thurs 10/13	Collective Bargaining	Ch. 15	None	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union (TBD): • Tentative agreement • Case for a yes vote • Optional: response to injunction motion • Employer (TBD): • Tentative agreement • Case for a yes vote • Optional: motion for injunction
Week 9	Thurs 10/20	Collective Bargaining	None	None	TBD (see Week 8)
Week 10	Thurs 10/27	Collective Bargaining	None	None	TBD (see Week 8)
Week 11	Thurs 11/3	Collective Bargaining	None	None	TBD (see Week 8)
Week 12	Thurs 11/10	<ul style="list-style-type: none"> • Grievances and Arbitration • Guest speaker: Nicole Gray, Grievance Officer, Faculty Association, Foothill-DeAnza College 	ch. 9	None	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union: Grievance #1 declaration • Employer: • Grievance #1 response to the grievance • Union and Employer joint agreement
Week 13	Thurs 11/17	Grievances and Arbitration	ch. 12	None	<ul style="list-style-type: none"> • Weekly Discussion Questions • Union: Grievance #2 declaration • Employer: • Grievance #2 response to the grievance • Union and Employer joint agreement
Week 14	Thurs 11/24	No class—Thanksgiving	None	None	None

Week 15	Thurs 12/1	<ul style="list-style-type: none"> • Last day of class • International Labor Relations in Other Countries & the Future of US Labor Relations 	chs. 14 and 16	None	Weekly Discussion Questions
	Tues 12/6	Analysis Paper due on Canvas by 11:59 pm			