I. FSM MISSION STATEMENT:
Fire Science Management is a broad based fire management educational program designed to augment and develop managerial skills necessary for a career in the fire service or continued advancement within the field.

II. COURSE DESCRIPTION:
This course is about labor relations and employment disputes in the public sector and the various methods for resolving labor and personnel conflicts. Collective bargaining, arbitration, mediation, and other alternative dispute resolution methods will be applied to cases and simulation exercises relevant to government employment.

III. PREREQUISITE: None

IV. Required Textbook:
Richard C. Kearney, Labor Relations in the Public Sector, 3d ed., Marcel Dekker, Inc.


T. Zane Reeves, Cases in Public Human Resources Management (paperback).

V. COURSE OUTCOMES:
1. Understand the development and special conditions affecting public sector labor relations;

2. Analyze and categorize conflict situations according to Deutsch’s, Schelling’s, and Lasswell’s typologies of conflict assessment;

3. Apply appropriate methods of Alternative Dispute Resolution to a variety of employment-related disputes.

4. Provide practice in basic skills of conflict resolution in interpersonal settings

5. Learn feedback and debriefing skills in order to improve performance and understanding
Course Expectations

Students are expected to:

- Participate in class discussions on FSM 510.
- Turn in completed assignments when due.
- Take all quizzes and tests when given to the class as a whole.
- There will be NO quiz make-ups. Quizzes may be scheduled or unscheduled.
- This course will require independent work on your part. No one can accomplish the objectives based solely on class work. If you miss a session it is your responsibility to determine any assignments, etc.

Assignment Guidelines and Grading Policies/Procedures

- Overview:
- FSM 510 requires exams & quizzes for all students and class discussions. The details and value weights of these assignments are listed below. PLEASE NOTE: Unless the instructor grants prior approval, all assignments are due on or before the due dates and will not be accepted after the stated dates.

GRADING: The total number of points, which may be earned, will be distributed as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Issue Discussion</td>
<td>15%</td>
</tr>
<tr>
<td>Quiz</td>
<td>20%</td>
</tr>
<tr>
<td>Mid-term</td>
<td>30%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>35%</td>
</tr>
</tbody>
</table>

Grades will be calculated as follows:

- 100-90 A
- 89-80 B
- 79-70 C
- 69-60 D

COURSE FORMAT:

Class sessions will consist of lecture and discussions. All chapter references on the class schedule are to the course text. Students should read and study the assigned material in advance of each class session and prepared to discuss it in the class-session listed.
CLASS PROJECT: There will be an in class project to be completed by students divided into small groups and class time will be set aside to work on the assignment and discuss the project. The group’s final written project will be submitted for grading and will be due the last weekend of class.

Meeting Class 1- Jan 9-10

- Introductions (the name you prefer to be called by, your background, what you expect to achieve from the class, one question you would like to ask the instructor).

- Round Robin student questions (each student asks one other student a question with the last question being asked of the first student to ask a question, no person being asked more than one question).

- Evaluation of personal twirks, if any.

- Discussion of conversation structures, how to encourage conversation and modes.

- First introduction to the 15 second, 90 second and five minute "stump speech" of who you are and why someone should hire you as an arbitrator.

- Basic orientation to what arbitration and other forms of dispute resolution.

Pre-Class Reading Assignments

Read- Labor Relations in the Public Section:

    Chapter 1
    Chapter 2

Break up into groups and be prepared to argue to discuss opposition for and against

Read-Public Human Resource Management:

Chapter 1, “Recruitment and Selection P. 3 Deer Valley Hires a New Coach.
Chapter 2, “Promotion,” Tom Collins Doesn’t Mix Well
Chapter 3, “Job Evaluation,” Some Counselors Are More Equal Than Others
Chapter 4, “Compensation,” Paying the Tucson Police

Read- Alternative Dispute Resolution in a Nutshell

Chapter: 1 Introduction

Chapter 2- Negotiation
Class 2 – January 16-17

Pre-Class Reading Assignments -

Read Labor Relations in the Public Section:

- Chapter 3
- Chapter 4

Read Public Human Resource Management:

- Chapter 5 “The Fair Labor Standards Act,” Flexing to Avoid Overtime
- Chapter 6, “Employee Benefits, ”No More Nittany Lions
- Chapter 7, “Merits System Standards – Hiring the Unqualified
- Chapter 8, Personnel Records Management, “Dissing the Border Patrol

Complete assigned questions at the end of the Chapters in the Public Human Resource Management book

Read Alternative Dispute Resolution in a Nutshell

- Chapter 3 – Mediation

Class 3 – January 23-24

Reading Assignments -

Read Labor Relations in the Public Section:

- Chapter 5
- Chapter 6

Read Public Human Resource Management:

- Chapter 9, Collective Bargaining (Problem Solving) – Handling the Hanford Patrol
- Chapter 10, Collective Bargaining (Positional) – Taking the Firefighters’ Heat
- Chapter 11, “Labor Management Relations – Holiday Time for Prison Guards
- Chapter 12, “Affirmative Action – An African American Woman among the Good or Boys in Indiana

Complete assigned questions at the end of the Chapters in the Public Human Resource Management book
Read Alternative Dispute Resolution in a Nutshell

Chapter 4 - Arbitration

Meeting Class 4 – January 30-31

Pre-Class Reading Assignments –

Read -Labor Relations in the Public Section:

Chapter 6
Chapter 7

Break up into groups and be prepared to argue to discuss opposition for and against

Read- Public Human Resource Management:

Chapter 13, Sexual Harassment – Jailhouse Follies
Chapter 14, Ethnic Discrimination – Culture Clash at the Cancer Center
Chapter 15, Employee Due Process – Sergeant Preston of the Yukon Police
Chapter 16, “ADA Concerns – Is Heavy Lifting an Essential Job Functions

Read- Alternative Dispute Resolution in a Nutshell

Chapter 5 – Dispute Resolution in the Court System

Class 5 – February 6-7
Pre-Class Reading Assignments -

Read Labor Relations in the Public Section:

Chapter 8

Read- Public Human Resource Management:

Chapter 17, “Hatch Act and Partisan Practices – Political Shoot-Out in the Lone Star State
Chapter 18, Human Resources Planning – Smokey Bear in an Under fill
Chapter 19, Performance Evaluation – To Protect to Serve

Complete assigned questions at the end of the Chapters in the Public Human Resource Management book
Read- Alternative Dispute Resolution in a Nutshell

Chapter 6 – Hybrid Dispute Resolution Procedures & Noted Cases

Class 6 – Feb 13-14
Pre-Class Reading Assignments -

Read Labor Relations in the Public Section:

Chapter 8 - Continuance

Read- Public Human Resource Management:
Chapter 20, Employee Development and Training- Fearless Freddy Fuego
Chapter 21, “Layoff And Reduction-In-Force – Eenie-Meenie-Miny-Mo
Chapter 22, “Grievance Appeals of Disciplinary Actions – Cartery Row

Complete assigned questions at the end of the Chapters in the Public Human Resource Management book

Read- Alternative Dispute Resolution in a Nutshell

Chapter 6 – Continuance- Hybrid Dispute Resolution Procedures & Noted Cases

Class 7 – Feb 20-21

Pre-Class Reading Assignments -

Read Labor Relations in the Public Section:

Chapter 9

Break up into groups and be prepared to argue to discuss opposition for and against

Read- Public Human Resource Management:

Chapter 23, Documentation In Discipline- Case of the Missing Portable Potty
Chapter 24, Safety And Security After 9/11 – Going Postal
Chapter 25, Attendance Management – What’s A single Mom to Do?
Chapter 26 “Off-Duty Conduct “The Cop and the Prostitute

Read- Alternative Dispute Resolution in a Nutshell

Chapter 6 – Continuance- Hybrid Dispute Resolution Procedures & Noted Cases
Class 8 –March 5-6

Pre-Class Reading Assignments -

Read Labor Relations in the Public Section:
Chapter 9- Continuance

Read- Public Human Resource Management:
Chapter 27, “Employee Dating and Privacy – The Case of the Cuddly Custodian
Chapter 28, Managing The Older Worker- Billy Goat or Old Goat?
Chapter 29, Religious Freed at Work- Too Many Christmas Carols in the Winter Festival
Chapter 30, Ethics in HR- The Unthinkable Molly Brown

Complete assigned questions at the end of the Chapters in the Public Human Resource
Management book

Read- Alternative Dispute Resolution in a Nutshell
Chapter 6 – Continuance- Hybrid Dispute Resolution Procedures & Noted Cases

Syllabus Modification
The professor reserves the right to make changes as may be required to the course syllabus and
the online version. Students will be notified of syllabus changes by posting a notice on the course
Blackboard.

Instructional Methods and Tools
The professor uses a combination of tools to approach this class although, generally speaking, a
majority of communication is carried out via D2L. The instructor will supply any additional
notes, via D2L. Students are free to ask questions about the notes as well as post other topics.
Students should feel free to e-mail the instructor at any time.

Building Emergency Response Team (BERT)
Southern Illinois University Carbondale is committed to providing a safe and healthy
environment for study and work. Because some health and safety circumstances are beyond our
control, we ask that you become familiar with the SIUC Emergency Response Plan and Building
Emergency Response Team (BERT) program. Emergency response information is available on
posters in buildings on campus, available on the BERT website at www.bert.siu.edu, Department
of Public Safety's website at www.dps.siu.edu (disaster drop down) and in Emergency Response
Guidelines pamphlet. Know how to respond to each type of emergency.

Attendance Policy:
The faculty of Southern Illinois University Carbondale affirms the importance of prompt and regular attendance on the part of all undergraduate students. Quality instruction clearly depends upon active student participation in the classroom or its equivalent learning environment. This concept is further expounded upon in the *Southern Illinois Carbondale Catalog*. Students who are absent from more than one-third (1/3) of a course’s instructional hours will receive a failing grade for the course.

**There is no exception to this policy.**

Students who remain, enrolled in a course and who exceed the stated attendance policy shall be rewarded a final course grade of either *WF* or *F* (see Grading and Scholastic Regulations, *Southern Illinois University Carbondale Undergraduate Catalog*).

Attendance by logging into Desire2Learn (D2L) is required. This course will involve a significant amount of open forum discussion sessions and practical exercises. There are no makeup quizzes after the due date unless prearranged with the instructor. A missed quiz will constitute a grade of zero.

**Academic Dishonesty Policy:**

Students may be subject to disciplinary proceedings resulting in an academic penalty or disciplinary penalty for academic dishonesty. Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

**ADA Statement for Students Requiring Special Accommodations:**

As per Section 504 of the Vocational Rehabilitation Act of 1973 and the American Disabilities Act (ADA) of 1990, if accommodations are needed, inform your instructor as soon as possible.

**Safety Instructions:**

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. If you are located on a military installation, and depending on the type emergency a senior military member may take control of the situation and direct you on the action to take. Please follow their instructions and do as asked. Similarly, if you are at a community college, their security personal may arrive and take control of a situation, please follow their instructions as well.

I have read and understand the syllabus, course requirements, and guidelines necessary for me to successfully complete In *FSM 510*, January 2016.

Name:

Semester:

Date:
INFORMATION REGARDING PAPER REQUIREMENT

Successful completion of this course requires that students fulfill a writing requirement. Students have the option of: 1) submitting a paper on a pre-approved topic - O R - 2) creating an ADR system for a given circumstance.

Requirements for each are discussed below.

**Paper Option**

Students are to prepare a 8-10 page, double spaced paper (including notes) on a pre-approved topic. The usual citation method should be followed. The number of footnotes will be about 12. A topic should be selected by January 9, 2016 using the form below. If a student desires to write about a topic not on the list, specific approval from Prof. Hardeman is required. The Outline and List of Resources is to be submitted by January 23, 2016. It should be no more than 2 - 3 pages in length, consisting of the basic outline the student intends to follow, and a list of the major resources to be used (key cases, articles, authorities, etc.) The final paper is due February 22, 2016.

**ADR System Option**

Students are to prepare a 8-10 page, doublespaced paper (including notes) in which they describe the creation of an alternative dispute resolution system for a specific type of transaction. The usual citation method should be followed, and the typical number of footnotes will be about 12. The paper will consist of the actual wording of the dispute resolution portion of the contract or other agreement the parties enter into, followed by a point-by-point dissection of the clause. In effect, the student creates an annotated ADR system, with a detailed explanation, including relevant cases and points of authority, on each substantive provision of the clause. For example, if the clause provides for discovery under the F.R.C.P. in an arbitration, the paper would discuss the availability of discovery in arbitration, relevant points of law, as well as the merits of including such a provision in an ADR system. This format would be repeated for each substantive part of the clause. The usual citation method should be followed.

A topic should be selected by meeting weekend of class, using the form below. If a student desires to design an ADR system for a transaction topic not on the list, specific approval from Prof. Hardeman is required. The Outline and List of Resources is to be submitted by January 23, 2015. It should be no more than 2 - 3 pages in length, consisting of the basic outline the student intends to follow, and a list of the major resources to be used (key cases, articles, authorities, etc.) The final paper is due February 22, 2016.
SELECTION OF PAPER OPTION FORM

FSM 510 Dispute Resolutions/Mediation/Negotiation in the Fire Services

Student Name:_______________________________________________________

Option Selected:  □  PAPER  □  ADR SYSTEM DESIGN

PAPER Topic Selected (circle number):
1.   Dispositive Motions in Arbitration
2.   Class Actions and Arbitration
3.   The Arbitration of Statutory Rights
4.   Arbitrator Immunity
5.   ADR and the Unauthorized Practice of Law
6.   The Arbitration Clause as an Enforceable Contract of Adhesion
7.   The Arbitration of Consumer Disputes
8.   The Use of Discovery in Arbitration
10.  Mandatory ADR and the Right to a Jury Trial
11.  Time Bars and Arbitration
12.  The Arbitrator's Duty to Disclose
13.  Punitive Damages in Arbitration
14.  Enforceability of Online ADR Agreements
15.  Enforceability of Agreements to Mediate
16.  Must the Mediator Ensure Fairness?
17.  Arbitration of Non-union Employment Disputes
18.  Arbitration of Securities Disputes
19.  Arbitration of Bankruptcy Disputes
20.  The Use of ADR to Resolve Amateur Sports Disputes
21.  The Use of ADR to Resolve Professional Sports Disputes
22. Use of Minitrial to Resolve Complex, Multi-Party Cases
23. Enforceability of Arbitration Awards Abroad [specify nation: ____________________]
24. Enforceability of Foreign Arbitration Awards in the U.S.
   Other:____________________________________________________________________

*** OR ***

**ADR SYSTEM DESIGN Topic Selected (circle one):**

1. Bankruptcy Claims
2. Class Actions
3. Employment Discrimination Claims
4. Computer Licensing Agreement with a Foreign Party
5. Environmental Disputes
6. Sexual Harassment Claims
7. Construction Project to Build a Hotel
8. Commercial Loan Agreement
9. Law Firm Partnership Agreement
10. Internet Service Provider Agreement
   Other:____________________________________________________________________