



**Bow Valley
College**

Course Outline

HRES2302

Labour Relations

Fall 2023 - Current

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HRES2302 Labour Relations

COURSE DESCRIPTION

This course examines the role of Human Resources and/or Labour Relations Practitioner to guide the management of a unionized workforce. Learners will assess the impact that unionization has on a workplace through relationships between employees, unions, employers, and government within the industrial relations system. Learners will be introduced to the structure of Canadian unions and labour organizations, and various labour relations processes including forming and dissolving a union, collective bargaining, strikes and lockouts, fair labour practices, the grievance procedure, changes to unions and organizations. The course will also examine the future of Labour Relations and unions in Canada, considering changes in workplace demographics, and the digitization of the workplace with an emphasis on best practices for managing in a unionized work environment.

| | |
|--------------------|---|
| REQUISITES | Complete the following courses: <ul style="list-style-type: none"> HRES2201 - Introduction to Human Resources (3) |
| EQUIVALENTS | None |
| CREDITS | 3 |
| HOURS | 45 |
| ELIGIBLE FOR PLAR | Yes |
| ZERO TEXTBOOK COST | No |

COURSE LEARNING OUTCOMES

Bow Valley College is committed to ensuring our graduates can demonstrate their abilities in key areas that will make them effective citizens and encourage their development as lifelong learners. In addition to the discipline-specific skills that learners acquire in their programs, the College has identified ten learning outcomes.

College-Wide Outcomes:

1. Communication
2. Thinking Skills
3. Numeracy and Financial Literacy
4. Working with Others
5. Digital Literacy
6. Positive Attitudes and Behaviours
7. Continuous Learning

8. Health and Wellness Awareness
9. Citizenship and Intercultural Competence
10. Environmental Sustainability

| # | COURSE LEARNING OUTCOME(S) | COLLEGE WIDE OUTCOMES SUPPORTED |
|---|---|---------------------------------------|
| 1 | Explain the role of human resources and labour relations practitioners in successfully managing a unionized workforce, including union management relations and labour relations. | 1, 9 |
| 2 | Apply the various legislative acts and best practices that govern labour relations in Canada to business scenarios and processes in a unionized environment. | 1, 2, 7, 9 |
| 3 | Explain the structure of Canadian unions and how that impacts employees, organizations, unions, and government legislation. | 1, 2, 7 |
| 4 | Negotiate using the collective bargaining process while focusing on employee and workplace impacts. | 1, 2, 3, 4, 5, 6, 8, 9 |
| 5 | Evaluate a workplace grievance and make recommendations for resolution from the perspective of the union and management with guidance from labour relations. | 1, 2, 6 |
| 6 | Explain the current trends of unions and unionization in Canada. | 1, 2, 8 |
| 7 | Discuss the history of the modern trade union and unionization in Canada. | 1, 2, 8 |
| 8 | Demonstrate professional attitudes and behaviours in interpersonal skills and writing. | 1, 4, 6 |

COURSE MODULES AND SCHEDULE

**Course schedule subject to change, depending on delivery mode and term of study. For exact dates, please consult the Course Offering Information in Brightspace.*

WEEK/HOURS MODULES

| | |
|---------|---|
| Week 1 | Introduction to labour relations and application of labour relations in the workplace |
| Week 2 | History of the labour movement in Canada |
| Week 3 | Economics, social, and political environments |
| Week 4 | Legislative acts that apply to labour relations in Canada and the legal environment |
| Week 5 | Legislative acts that apply to labour relations in Canada and the legal environment |
| Week 6 | Canadian union structures and the union perspective |
| Week 7 | Managing employees in a unionized environment |
| Week 8 | Collective bargaining and collective agreement administration |
| Week 9 | Reading Week |
| Week 10 | Collective bargaining group presentations |
| Week 11 | Conflict resolution in collective bargaining and strikes and lockouts |
| Week 12 | Grievance arbitration process |
| Week 13 | Current trends of unions and unionization in Canada |
| Week 14 | Current trends of unions and unionization in Canada |
| Week 15 | Final exam |

ASSESSMENT

COURSE

| LEARNING OUTCOME(S) | ASSESSMENT | WEIGHT |
|---------------------|------------|--------|
|---------------------|------------|--------|

| | | |
|---------------------|---|-----|
| 1, 2, 3, 5, 6, 7, 8 | Assignments and learner activities (Minimum of 3) | 35% |
| 2, 4, 8 | Group project and presentation | 20% |
| 1, 2, 3, 4, 5, 6, 7 | Quizzes (Minimum of 3) | 15% |
| 1, 2, 3, 4, 5, 6, 7 | Final exam | 30% |

Important: For details on each assignment and exam, please see the Course Offering Information.

PERFORMANCE STANDARDS

A minimum grade of D is required to pass this course. However, a program may require a higher grade in this course to progress in the program or to meet specific program completion requirements.

Please consult with the program area or contact the program chair for further details. A minimum Grade

Point Average of 2.0 is required for graduation.

GRADING SCHEME

| Grade | Percentage | Grade Point | Description |
|-------|--------------|-------------|--|
| A+ | 95-100 | 4.0 | Exceptional: superior knowledge of subject matter |
| A | 90-94 | 4.0 | Excellent: outstanding knowledge of subject matter |
| A- | 85-89 | 3.67 | |
| B+ | 80-84 | 3.33 | |
| B | 75-79 | 3.0 | Very Good: knowledge of subject matter generally mastered |
| B- | 70-74 | 2.67 | |
| C+ | 67-69 | 2.33 | |
| C | 64-66 | 2.0 | Satisfactory/Acceptable: knowledge of subject matter adequately mastered |
| C- | 60-63 | 1.67 | |
| D+ | 57-59 | 1.33 | |
| D | 50-56 | 1.0 | Minimal Pass |
| F | Less than 50 | 0.0 | Fail: an unsatisfactory performance |

REQUIRED LEARNING RESOURCES

Brown, T., Hebdon, R. & Walsworth, S. (2021). *Industrial relations in Canada* (4th edition). Top Hat

Connect Online Access ISBN: 9781774945605 eBook

Additional learning resources may be found in the Course Offering Information or in Brightspace.

ADDITIONAL INFORMATION

Additional information may be found in the Course Offering Information or in Brightspace.

ACADEMIC ACCOMMODATIONS

Learners with a disability (learning, physical, and/or mental health) may qualify for academic and exam accommodations. For more information, or to apply for accommodations, learners should make an appointment with Accessibility Services in the Learner Success Services (LSS) Department. Accessibility Services can also assist learners who may be struggling with learning but do not have a formal diagnosis. To make an appointment visit LSS on the first floor of the south campus or call 403-410-1440. It is the learner's responsibility to contact Accessibility Services and request academic accommodations. For more information, please visit our website at <http://www.bowvalleycollege.ca/accessibility>.

INSTITUTIONAL POLICIES

Bow Valley College is committed to the highest standards of academic integrity and honesty. Learners are urged to become familiar with and uphold the following policies: Academic Integrity (500-1-7), Learner Code of Conduct, Procedures and Guidelines (500-1-1), Learner Appeals (500-1-12), Attendance (500-1-10), Grading (500-1-6), Academic Continuance and Graduation (500-1-5), and Electronic Communications (300-2-13). Audio or video recording of lectures, labs, seminars, or any other teaching and learning environment by learners is allowed only with consent of the instructor as part of an approved accommodation plan. Recorded material is to be used solely for personal study and is not being used or distributed without prior written consent from the instructor.

Turnitin:

Students may be required to submit their course work to Turnitin, a third-party service provider engaged by BVC. Turnitin identifies plagiarism by checking databases of electronic books and articles, archived webpages, and previously submitted student papers. Students acknowledge that any course work or essays submitted to Turnitin will be included as source documents in the Turnitin.com reference database, where it will be used solely to detect plagiarism. The terms that apply to a student's use of Turnitin are described on Turnitin.com.

Online Exam Proctoring:

Examinations for this course may require proctoring through an online proctoring service. Online

proctoring enables online exam taking within a controlled and monitored environment, thereby enhancing academic integrity. Online proctoring may occur through a variety of methods, including but not limited to:

- a. live online proctoring where a remote invigilator authenticates identity and observes completion of an exam using specialized software and recordings;
- b. automated proctoring where the exam session is recorded and AI (artificial intelligence) analyzed;
- c. browser lockdown that limits access to other applications, websites, copying, printing, screen capture and other functions; or
- d. a combination of both live/automated proctoring and browser lockdown.

Course instructors will review recordings, analyses, and data obtained through online proctoring for academic integrity infractions. It is the student's responsibility to meet the technical, software, location, and identity verification requirements necessary to enable online proctoring.

Further details of these policies are available in the Academic Calendar and on the Bow Valley College website, bowvalleycollege.ca.

Learners are encouraged to keep a copy of this course outline for future reference.

Collection of Personal Information:

This course, including your image and voice, may be recorded and made available to you and other students taking the course section. By attending the class(es) online or in person, you consent to the collection of your personal information. If you do not wish to be recorded, please contact your instructor before starting the course/class to discuss alternative arrangements.

You may use the recordings only for educational purposes and you must not copy, share, or use the recordings for any other purpose without the instructor's express permission.

Your personal information is collected in accordance with section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) to deliver academic programming, support learner flexibility, promote universal design for learning principles, and for purposes consistent with the course activities and outcomes. If you have any questions about the collection, disclosure, use, or protection of this information, please contact the College's Access and Privacy Officer at foip@bowvalleycollege.ca.