

Washtenaw Community College Comprehensive Report

UAT 164 NAUSC Shop Steward Course TTT (UA 2191)

Effective Term: Spring/Summer 2023

Course Cover

College: Advanced Technologies and Public Service Careers

Division: Advanced Technologies and Public Service Careers

Department: United Association Department

Discipline: United Association Training

Course Number: 164

Org Number: 28200

Full Course Title: NAUSC Shop Steward Course TTT (UA 2191)

Transcript Title: NAUSC Shop Stew Crse TTT(2191)

Is Consultation with other department(s) required: No

Publish in the Following:

Reason for Submission: New Course

Change Information:

Rationale: New United Association course

Proposed Start Semester: Spring/Summer 2023

Course Description: In this course, students will identify and demonstrate the Shop Steward's roles and responsibilities to provide training for all National Association of Union Schools and Colleges (NAUSC) Shop Steward certification programs across Canada. Students will review the history of the United Association (UA), UA Standard for Excellence, UA Constitution and policies in relationship to the critical role of a jobsite steward. Emphasis will be placed on methods for working with management and union members toward a more productive job site while ensuring that workplace issues and conflicts do not interfere with operations and productivity. Limited to United Association program participants.

Course Credit Hours

Variable hours: No

Credits: 1.5

The following Lecture Hour fields are not divisible by 15: Student Min ,Instructor Min

Lecture Hours: Instructor: 22.5 Student: 22.5

The following Lab fields are not divisible by 15: Student Min, Instructor Min

Lab: Instructor: 1.5 Student: 1.5

Clinical: Instructor: 0 Student: 0

Total Contact Hours: Instructor: 24 Student: 24

Repeatable for Credit: NO

Grading Methods: Letter Grades

Audit

Are lectures, labs, or clinicals offered as separate sections?: NO (same sections)

College-Level Reading and Writing

College-level Reading & Writing

College-Level Math

Requisites

General Education

Degree Attributes

Below College Level Pre-Reqs

Request Course Transfer

Proposed For:

Student Learning Outcomes

1. Recognize the UA Standard for Excellence and the Shop Steward's critical role in union success.

Assessment 1

Assessment Tool: Outcome-related role play scenarios

Assessment Date: Spring/Summer 2023

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher.

Who will score and analyze the data: U.A. Instructors

2. Identify policies of local bylaws, collective agreements, and portions of the UA Constitution that pertain to shop stewards and the importance of training.

Assessment 1

Assessment Tool: Presentation

Assessment Date: Spring/Summer 2023

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher.

Who will score and analyze the data: U.A. Instructors

3. Demonstrate the communication skills necessary to work with management and union members toward a more productive job site.

Assessment 1

Assessment Tool: Outcome-related role play scenarios

Assessment Date: Spring/Summer 2023

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher.

Who will score and analyze the data: U.A. Instructors

4. Demonstrate the grievance investigation process and procedures through the identification of jurisdictional disputes and conflicts related to the Shop Steward's role.

Assessment 1

Assessment Tool: Outcome-related role play scenarios

Assessment Date: Spring/Summer 2023

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher.

Who will score and analyze the data: U.A. Instructors

Course Objectives

1. Discuss the history of unions, the United Association (UA) and the UA Standard for Excellence.
2. Explain the Shop Steward's critical role in the success of the UA Standard of Excellence.
3. Explain the importance in the delivering of consistency in Shop Steward Training Programs.
4. Review and discuss the UA Constitution, local bylaws, and collective agreements.
5. Discuss methods and policies used for working with management and members to create a more productive job site.
6. Discuss and demonstrate competency of communication skills of a Shop Steward and leader in the union workplace.
7. Explain the grievance investigation process.
8. Distinguish between a complaint and a grievance.
9. Identify and discuss the six W's of the grievance investigation process.
10. Discuss job site employee and management hierarchy.
11. Discuss common disputes between local bylaws and collective agreements.
12. Discuss methods of dealing with job site conflict.
13. Discuss common issues that arise during the grievance investigation process.

New Resources for Course

Course Textbooks/Resources

Textbooks

Manuals

Amalgamated Transit Union. NAUSC Shop Steward Participant Manual, Amalgamated Transit Union, 01-02-2023

Periodicals

Software

Equipment/Facilities

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
Faculty Preparer: <i>Tony Esposito</i>	<i>Faculty Preparer</i>	<i>Mar 17, 2023</i>
Department Chair/Area Director: <i>Marilyn Donham</i>	<i>Recommend Approval</i>	<i>Mar 28, 2023</i>
Dean: <i>Jimmie Baber</i>	<i>Recommend Approval</i>	<i>Mar 28, 2023</i>
Curriculum Committee Chair: <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>May 04, 2023</i>
Assessment Committee Chair: <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>May 11, 2023</i>
Vice President for Instruction: <i>Victor Vega</i>	<i>Approve</i>	<i>May 12, 2023</i>