COURSE TITLE: NEGOTIATIONS
COURSE NUMBER: 22 MGMT 7016-001
CLASS: Lindner 217 W 6:00-9:50
CREDIT HOURS: 2
INSTRUCTOR: Prof. Jim Zarnowiecki, PhD
Office - 106 Lindner By Appt. james.zarnowiecki@uc.edu

REQUIRED TEXT:
The Mind and Heart of the Negotiator (6TH Edition)
Leigh L. Thompson, Pearson ISBN 9780133571776

COURSE DESCRIPTION AND STUDENT LEARNING OUTCOMES
This course provides an overview of the negotiations process, realistic case studies and readings and research into the field as reflected in the academic journals and institutional press. The political, business and personal climate of human relationships has caused the area of negotiation studies and research to expand dramatically. The globalization of business and the parallel influence of technology have accelerated the need for negotiation studies. This course will examine the issues and prepare the students for further individual application of the processes in their chosen field of study/major.

STUDENT LEARNING OUTCOMES OF THE COURSE:
Upon successful completion, students will be able to:

1. Demonstrate a working knowledge of the vocabulary and identifying processes of Negotiation
2. Demonstrate and practice the skills necessary for negotiations in contemporary business and life events.
3. Demonstrate an analytical understanding which integrates negotiation into a broader spectrum of governmental, political and personal events.
4. Research, document and describe negotiation practices and strategies as described in contemporary academic literature and resource sites.
5. Demonstrate a working knowledge of the operative contexts of negotiation based on individual differences, gender, ethnic and cultures.
6. Demonstrate and apply the principles and the identifying processes of negotiation to real-life cases in the classroom/laboratory.

TECHNOLOGY RESOURCES / ACADEMIC GUIDELINES
Several different technologies will be used. Become familiar with: Blackboard, Bb, a virtual classroom. Log into your Bb account every day. Activate your UC email account. Use it for academic communication and saving information.

ATTENDANCE
Class meetings are not optional. Attendance will be taken and as a percentage of the grade. There are seven class meetings this semester. Late arrivals, departures and arriving unprepared will be treated as absences. Prior notice must be given for unavoidable conflicts. Emergencies will be dealt with individually.

You are responsible for notes or assignments during absences. Your Bb account and email are sources of missed work. The final exam will be administered as part of the last class.

CLASS FORMAT
The success of this class hinges on your full participation. Attendance and processing the lecture material will drive your success. Preparation before class is expected. A good barometer is to devote six hours outside of class for a two-hour course. Assignments will add to this time, so you will need to budget at the outset.

Team and individual work will be graded. Sharing effort and knowledge is an integral part of the collegiate experience. Study groups, teams, shared experiences will be part of the academic and an integral part of your work life. This is the lab to prepare for that work experience. Negotiation is a two-party process. Students will be expected to participate in the class format for case studies and simulations which demonstrate knowledge and application of the negotiation concepts and process.

GENERAL EDUCATION BACCALAUREATE COMPETENCIES

. Critical Thinking
  The ability to analyze, synthesize, and evaluate information and ideas from multiple perspectives.

. Effective Communication
  The effective use of various resources and technology personal and professional communication

. Information Literacy
  The ability to determine the nature of required information, to access it effectively and efficiently, to evaluate it critically, and to incorporate it into one's knowledge system. It necessitates the responsible, legal, and ethical use of information.

DISABILITY SERVICES
The University is committed to providing students with disabilities equal access to all university programs and facilities. If you have a disability requiring accommodations, contact the Disability Services offices. If you have registered with Disability Services, please inform the Professor. There are an array of services available and you should connect with the office if you can use any kind of service for your academic career. To register go to www.uc.edu/aess/disability.html

Disability Services Office Location & Hours
210 University Pavilion
Phone: 513-556-6823

WITHDRAWAL POLICY
You are personally responsible to make sure the paperwork or electronic follow up is completed for a withdrawal. Failure to make sure this is complete could have the effect of an F on your GPA. To make a withdrawal official, make sure you have withdraw before the closing date. Drop slips cannot be signed after the official withdrawal date!

ACADEMIC INTEGRITY
Ethical and honest behavior is the only academic behavior acceptable. There is not any excuse or tolerable behavior. Plagiarism, copying, and any form of dishonest behavior has no room in the academic environment. The Student Code of Conduct and Academic Integrity information provided on UC’s office of Judicial Affairs web site.

In addition, the University expects zero tolerance on the issue of academic honesty. The present state of technology and access information expects you and the academic community to be especially sensitive to this issue.

If you have any questions about the policy, your use of information or options you have there are two quick guidelines. First, err on the side of conservative behavior; second, inquire of persons in the academic community. Search on the UC Home Page for “Student Code of Conduct” www.uc.edu/conduct/Code_of_Conduct.html

ACADEMIC DISHONESTY   PLAGIARISM STATEMENT
The University Rules, including the Student Code of Conduct, and other documented policies of the department, college, and university related to academic integrity will be enforced. Any violation of these regulations, including acts of plagiarism or cheating, will be dealt with on an individual basis according to the severity of the misconduct.

FERPA: Students need to understand that academic work may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for demonstration purposes. Other instructors may also see your work during the evaluation/feedback process. There is also a possibility that your papers may be submitted electronically to other entities, for reasons such as for plagiarism checks.

CLASS CANCELLATION, PROTOCOL AND TECHNOLOGY
Electronically, cancellations will be posted on Bb as soon as possible.
You can be of assistance to your classmates by sharing this information or using your technology to share the information.

Students are encouraged to use electronic devices when appropriate. Bring them to each class period for use after the lecture for the purposes of working in teams and discussions.

Students will be requested to use laptops, netbooks, or any other electronic devices during lecture for academics. Use of computers will be encouraged for research, resources, access to negotiation sites. **Surfing, using cell Phones and texting is inappropriate, distracting to your fellow class mates and impairs the learning experience.**

**GRADING POLICY and GRADING SCALE**

Your grade is based on the ability to answer objective questions and attain a high level of intellectual activity. Challenge yourself in your work. You are expected to submit work which has the following requirements:

**Clarity, Accuracy, Timeliness, Relevance, Professionalism.**

Develop intellectual curiosity, explore new concepts and acquire new knowledge.

400 Points total

- 100 points for the final comprehensive exam
- 100 points for Participation including Attendance
- 100 points for Assignments/Cases
- 100 points for Research paper

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**KEY DATES AND CLASS SCHEDULE**

- May 9    Classes Commence
- June 6   Research Paper and Student Report
- June 20  Last class and Final Exam
NEGOTIATIONS SYLLABUS. 5/9/17 - 6/20/17

MAY 9
TOPIC--- INTRO. HEART VS WIN-LOSE.
STYLE VS FORMAT. TEMPLATE CONSTRUCTION
PROJECT. COATHANGER.

CHAPTER ONE  DEFINITION, CORE COMPETENCY, EFFECTIVENESS, MYTHS
READING  NHL HOCKEY LEAGUE CASE STUDY
TOPIC---TERMS. DEFINITIONS. NEGOTIATIONS ANATOMY PERSONAL INVENTORY
QUIZ

CHAPTER TWO  ASSESSMENT OF SELF, OTHER AND THE SITUATION
PROJECT. TERMS INDEX CARDS. MEMORY.
QUIZ. READING CASE STUDY
TOPIC----PLANNING. 80% ELEMENTS OF THE PLAN. MANAGEMENT AND PLANNING  CORE COMPETENCY MGMT

MAY 16

CHAPTER THREE DISTRIBUTIVE NEGOTIATION –
ZONE, STRATEGY, PLANNING NEG. TEMPLATE.
PROJECT LAMINATED CARD/ PROJECT SPREAD SHEET IRA/ SOC SECURITY/ 401K
READING  CASE STUDY
MOTIVATION: HERZBERG ONCE MORE: HOW DO YOU MOTIVATE EMPLOYEES?  HBR
GAME THEORY. A BEAUTIFUL MIND
QUIZ

CHAPTER FOUR EXPANDING THE PIE
STRATEGY - FRAME INTEGRATIVE AGREEMENTS
CARD AND BOARD GAMES  STYLE RELFECTION INDIVIDUAL VS. TEAM PLAY
AN HR SITUATION READING  CASE STUDY
QUIZ

MAY 23

CHAPTER FIVE NEGOTIATION SKILLS
DEVELOP A NEGOTIATION STYLE
WEEK THREE TOPIC---THE NEGOTIATION PROCESS. EXAMPLES. CASES
RESEARCH PAPER  REVIEW

CHAPTER SIX –ESTABLISHING TRUST AND RELATIONSHIPS
THE PEOPLE SIDE OF WIN-WIN
BUILDING TRUST/RELATIONSHIPS
PROJECT ACTIVE LISTENING
QUIZ  READING  CASE STUDY

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MAY 30

CHAPTER SEVEN – POWER GENDER ETHICS
POWER TRIGGERS, RACE AND GENDER NEGOTIATION ETHICS
CONDITIONS OF DECEPTION
QUIZ READING CASE STUDY

CHAPTER EIGHT – CREATIVITY AND PROBLEM SOLVING IN NEGOTIATIONS
MENTAL MODEL OF NEGOTIATION
CREATIVITY, PROBLEM SOLVING, CREATIVE NEGOTIATION
PROJECT TEAM BUILDING INTRODUCTION, EXERCISES

JUNE 6

CHAPTER NINE - MULTI PARTIES, COALITIONS AND TEAMS
RESEARCH PAPER REPORTS STUDENT PRESENTATION FIVE – EIGHT MINUTE REPORT
TEAM BUILDING SUMMARY OF TEAM BUILDING DATA
MULTI PARTY NEGOTIATIONS, STRATEGIES FOR TEAMS

CHAPTER TEN – CROSS CULTURAL NEGOTIATION
VALUES, ETHNOCENTRISM, AFFILIATION BIAS
PREDICTORS OF SUCCESS
TIME, COSMOLOGY, GENDER, POWER

JUNE 13

CHAPTER ELEVEN – SOCIAL DILEMMAS
PRISONER’S DILEMMA
TRUST GAME, MULTIPARTY DILEMMAS
ESCALATION OF COMMITMENT, BIASES

CHAPTER TWELVE - NEGOTIATING VIA INFORMATION TECHNOLOGY
PLACE-TIME MODEL OF SOCIAL INTERACTION
EFFECTS OF TECHNOLOGY ON SOCIAL BEHAVIOR
STRATEGIES

JUNE 20

CASE STUDIES
APPENDICES
CHECKLIST, NON VERBAL, LIE DETECTION, INTERVENTION, JOB OFFER
FINAL EXAM