

**REGISTRATION FORM DUE ONE WEEK PRIOR TO START OF CLASS**

**Please check all that apply:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Introduction to Public Sector Labor Law  
Thursday, September 24, 2009

Discipline and Grievance Handling In the Public Sector  
Thursday, October 22, 2009

Collective Negotiations in the Public Sector  
Monday November 9 , 2009

PERC Procedures and Rules  
Thursday, Dec. 3, 2009

Please make Checks payable to Rutgers University -- Registration Fee: \$200.00 per Class  
Includes, Continental Breakfast,  
Lunch and all materials.

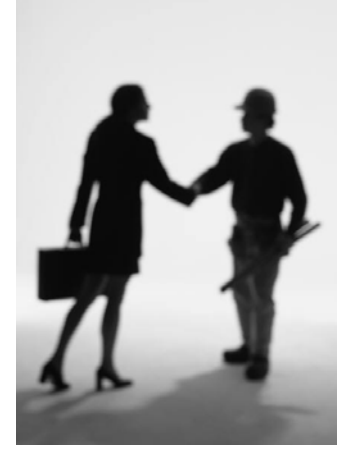
Mail Registration to: Debra McNeill  
Rutgers University  
Labor Education Center  
50 Labor Center Way  
New Brunswick, NJ 08901

E-mail: mneill@smr.rutgers.edu, Phone 732-932-1740, Fax: 732-932- 8677

Rutgers University  
Labor Education Center  
50 Labor Center Way  
New Brunswick, NJ 08901

# RUTGERS

School of Management  
and Labor Relations



*State of New Jersey  
Public Employment  
Relations Commission*

## *Public Sector Labor Relations Certificate Program*

The Certificate Program will be open  
to all interested members of the public  
sector labor-management community

## Public Sector Labor Relations Certificate Program

After nearly four decades of experience, public sector labor relations in New Jersey have become an integral part of government at the state, county and municipal level. The purpose of the Public Sector Labor Relations Certificate Program is to provide practitioners and advocates for employers and employees with high-quality, relevant course offerings that promote conflict resolution and effective collective negotiations.

The classes are open to all interested members of the public sector labor-management community. Participants who complete a total of six courses, including at least two advanced courses, will earn an Achievement Certificate from Rutgers University.

The Public Sector Labor Relations Certificate Program is jointly sponsored by the New Jersey Public Employment Relations Commission (PERC) and the Rutgers School of Management and Labor Relations. All courses are taught by Rutgers University faculty, PERC Staff and experienced labor-management professionals. Classes are held at the Rutgers Labor Education Center, 50 Labor Center Way, New Brunswick, N.J.

### Course Offerings Fall 2009

#### Thursday Sept.24, 2009 8:30 AM – 4:00PM Introduction to Public Sector Labor Law

This course will discuss the fundamentals of public sector labor law, especially the New Jersey Employer-Employee Relations Act. Students will receive an overview of key public sector legal concepts, practices and

procedures. Topics will include: role of administrative agencies, scope of negotiations, representation cases, unfair practices, and impasse procedures.

**Instructor: James W. Mastriani**, former Chairman of the Public Employment Relations Commission, serves as an adjunct faculty member of the School of Management and Labor Relations, Rutgers University, and as a neutral in both private and public sector labor disputes.

#### Thursday Oct, 22, 2009, 8:30 AM 4:00 PM

#### **Discipline and Grievance Handling in the Public Sector**

The objective of this course is to increase the grievance handling and problem solving skills of the participants through a broader understanding of the key issues surrounding discipline and contract interpretation in the public sector. Employee and employer rights and responsibilities will be outlined, along with helpful strategies for resolving problems at the lowest possible level.

**Instructor: Joyce M. Klein, Esq.**, public and private sector mediator/arbitrator, and adjunct faculty member of the Rutgers School of Management and Labor Relations.

#### Monday Nov 9, 2009 8:30AM – 4:00PM Collective Negotiations in the Public Sector

This introductory course is designed to provide the basic knowledge necessary to prepare for and conduct collective negotiations in the public sector. Topics presented will include: mandatory, permissive and illegal subjects of bargaining, basic “costing out”, ground rules and impasse

procedures, as well as useful hints on tactics and reaching final agreement.

**Instructor: Joel M. Weisblatt, Esq.**, arbitrator, mediator and factfinder with extensive experience at all levels of public sector labor relations in New Jersey.

#### Thursday Dec.3, 2009 8:30 AM 4:00PM

#### **PERC Procedures and Rules Introductory Class**

This introductory course will review the basis procedures for the filing of petitions and charges with the Commission. Topics will include: filing unfair practice charges, and the filing of petitions regarding representation issues, scope of negotiations issues, notices of impasse requesting mediation, and petitions requesting interest and grievance arbitration.

**Instructors: Ira W. Mintz**, PERC General Counsel and **PERC Staff**

**\$200.00 Registration Fee: Includes Continental Breakfast, Lunch and all Materials.**

#### Course Offerings

##### Advanced: Spring 2010

- Public Sector Grievance Arbitration
- Contract Interpretation and Implementation
- Scope of Negotiations in the Public Sector
- Strategies of Conflict Resolution in the Workplace

Information on future courses can be found on [www.state.nj.us/perc](http://www.state.nj.us/perc) and [www.smlr.rutgers.edu/misc/labor\\_ex\\_prog.html](http://www.smlr.rutgers.edu/misc/labor_ex_prog.html)