# 4/8/2021

# brcc keystone logo

Baton Rouge Community College

*Academic Affairs Master Syllabus*

Date Approved: 27 April 2021

Term and Year of Implementation: Spring 2022

**Course Title:** Negotiations in Business

**BRCC Course Rubric:** MANG 1503

**Previous Course Rubric**: MANG 150

**Lecture Hours per week-Lab Hours per week-Credit Hours**: 3-0-3

**Per semester: Lecture Hours-Lab Hours-Instructional Contact Hours**: 45-0-45

**Louisiana Common Course Number:**

**CIP Code:** 52.0202

**Course Description:** Explores the processes of bargaining and negotiation as social and managerial activities. Special emphasis will be given the areas of interpersonal and inter-group conflict, as well as the tactics and strategies involved with improved bargaining and negotiation. Develops an awareness and understanding of ethical principles and stakeholder considerations that influence the choices offered and made in transactions and relationships. This course requires a materials fee.

**Prerequisites:**  None

**Co-requisites:** None

**Suggested Enrollment Cap:** 25

**Learning Outcomes.** *Upon successful completion of this course, the students will be able to:*

1. Explain the nature of negotiation and conflict.

2. Describe the strategy and tactics of Distributive and Integrative Negotiation.

3. Identify how to plan and prepare a negotiating strategy.

4. Apply effective negotiating strategies and tactics.

5. Assess the impact of relationships in negotiations.

6. Describe the element of power and its role in negotiations.

7. Identify ethical dimensions in negotiations.

8. Describe international and cross-cultural dimensions in negotiations.

**Assessment Measures.** Assessment of all learning outcomes will be measured using the following methods:

1. Homework, projects, presentations, and/or class work

2. Exams and/or quizzes

3. Common questions will be administered by all sections of the course at the end of the semester assessing the student's knowledge of the learning outcomes.

**Information to be included on the Instructor’s Course Syllabi:**

* ***Disability Statement*:** Baton Rouge Community College seeks to meet the needs of its students in many ways. See the Office of Disability Services to receive suggestions for disability statements that should be included in each syllabus.
* ***Grading:*** The College grading policy should be included in the course syllabus. Any special practices should also go here. This should include the instructor’s and/or the department’s policy for make-up work. For example in a speech course, “Speeches not given on due date will receive no grade higher than a sixty” or “Make-up work will not be accepted after the last day of class”.
* ***Attendance Policy*:** Include the overall attendance policy of the college. Instructors may want to add additional information in individual syllabi to meet the needs of their courses.
* ***General Policies*:** Instructors’ policy on the use of things such as beepers and cell phones and/or hand held programmable calculators should be covered in this section.
* ***Cheating and Plagiarism*:** This must be included in all syllabi and should include the penalties for incidents in a given class. Students should have a clear idea of what constitutes cheating in a given course.
* ***Safety Concerns:*** In some courses, this may be a major issue. For example, “No student will be allowed in the lab without safety glasses”. General statements such as, “Items that may be harmful to one’s self or others should not be brought to class”.
* ***Library/ Learning Resources:*** Since the development of the total person is part of our mission, assignments in the library and/or the Learning Resources Center should be included to assist students in enhancing skills and in using resources. Students should be encouraged to use the library for reading enjoyment as part of lifelong learning.

**Expanded Course Outline:**

I. The Nature of Negotiation

a. Characteristics of a Negotiation Situation

b. Conflict

c. Conflict Management

II. Strategy and Tactics of Distributive Bargaining

a. Distributive Bargaining Situation

b. Tactical Tasks

c. Positions Taken During Negotiation

d. Commitment

III. Strategy of Tactics of Integrative Negotiation

a. Integrative Negotiation Process

b. Facilitating Factors for Successful Integrative Negotiations

IV. Negotiation: Strategy and Planning

a. Goal Setting in Negotiation Strategy

b. Flow of Negotiations

c. Planning Process to Implement Strategy

V. Negotiation Sub-processes

a. Perception, Cognition & Emotion

b. Communication

c. Power

d. Ethics

VI. Negotiation Contexts

a. Managing Negotiations Within Relationships

b. Multi-party Negotiations

c. Inter-team Negotiations

VII. International and Cross-Cultural Negotiations

VIII. Best Practices in Negotiations

a. Diagnose Fundamental Structure of Negotiation

b. Identify BATNA (Best Alternative to a Negotiated Agreement)

c. Key Paradoxes