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**LEGL 7050**  
**INTRODUCTION TO PRINCIPLED NEGOTIATION**  
**Spring 2009**

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Meetings: Tuesdays, 3:30 – 6:15 pm

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**TEXTBOOK:** The following book will provide the basic reading outside of class:

Getting to Yes: Negotiating Agreement Without Giving In by Roger Fisher, William Ury  
& Bruce Patton, Penguin Books (1991) (soft-cover) [ISBN 0 14 01.5735 2]

It is my experience that this book will be most useful if you read it in its entirety as quickly as possible prior to the second meeting or, at least, prior to our third class. This will give you an overview that will be helpful from the outset of our course. Having read the book, a reexamination of the portions on class days noted below will be more meaningful thereby allowing a richer experience.

**BOOKS ON RESERVE:** The following books should be available at the UGA Library. They may be checked out only for one day at a time. If necessary, I will see if these resources can be made available to you in a more convenient way. Because the philosophies of negotiation vary, these books are presented here to enhance your understanding of a workable approach to what we will be discussing in class. These books are only meant to provide some greater detail to our classroom discussions.

<u>Call Number</u>	<u>Authors</u>	<u>Title</u>
BF 637.N4F58	Fisher & Brown	<u>Getting Together: Building</u>
<u>Relationships As</u>		<u>We Negotiate</u>
BF 637.N4K28	Karrass	<u>The Negotiating Game: How to Get</u>
		<u>What You Want</u>
BF 637.N4B39	Bazerman & Neale	<u>Negotiating Rationally</u>
BF 637.N4R34	Raiffa	<u>The Art &amp; Science of Negotiation</u>
BF 637.N4U79	Ury	<u>Getting Past No: Negotiating Your</u>
		<u>Way From Confrontation to Cooperation</u>
HD 42.U79	Ury, Brett, et al.	<u>Getting Disputes Resolved: Designing</u>
		<u>Systems to Cut the Costs of Conflict</u>

Syllabus-1

HD 58.6.A43	Albrecht & Albrecht	<u>Added Value Negotiating</u>
HD 58.6.L39	Lax & Sebenius	<u>The Manager as Negotiator</u>
HD 58.6.S59	Skopec & Kiely	<u>Everything's Negotiable: When You Know How to Play the Game</u>
JX 4473.F57	Fisher, et al.	<u>Beyond Machiavelli: Tools for Coping with Conflict</u>

**COURSE OBJECTIVES:** A conflict may occur whenever two or more parties have a disagreement. A conflict becomes a dispute when one party makes a claim for action against another party, and the latter party refuses to satisfy the claim. Negotiation is a system of interaction among parties wherein a resolution of the underlying conflict or dispute is attempted.

A negotiation may involve one or more parties trying to improve a position regardless of the cost such improvement imposes on the others. This approach is described as distributive or position-based negotiation. Sometimes this type of negotiation is called win-lose since it is assumed that the parties believe that to win they must take something from another, thereby causing that party to lose.

As an alternative, a negotiation may involve a mutual effort to improve everyone's status. This approach is known as integrative or principled negotiation. It may be referred to as win-win negotiation since the parties are searching for ways that will enhance the outcome for everyone. The book Getting to Yes has popularized this *principled* approach to negotiation. We will study the concepts underlying it. Nevertheless, as you probably have and will likely continue to experience, there is not necessarily one right way to handle every negotiation situation.

The purpose of this course is to provide you with an opportunity to focus on what creates conflict and how negotiation skills can assist in resolving conflicts. This course is intensively oriented to you and how you deal with others. This self-focus element will be at the center of your experiences in this course. Thoughtful reflection on the exercises, class discussions, and your personal involvement will play a major role in creating a positive learning environment. Enhancement of your awareness focusing on your reactions and those of your classmates will be at the heart of what this course is designed to achieve.

**CLASS PARTICIPATION:** **Your attendance and active participation are essential** to the successful attainment of the course objectives. There will be a number of role-play exercises and debriefing segments that require your involvement. Thorough preparation for each class period is essential and expected. Your absence will not only reduce the impact of the material on you, your absence will necessarily adversely impact those with whom you are assigned to negotiate. Therefore, **attendance is mandatory**. If you find it absolutely unavoidable that you miss a class, you have the responsibility to contact me and any person(s) with whom you are assigned to negotiate an exercise. You must make arrangements to conduct the negotiation prior to the class period that you will miss so that your negotiating partner(s) will not be disadvantaged. You also have the responsibility to get the assignment(s) for the next class in a timely fashion to avoid inconveniencing anyone. \*\*

**COMPUTER MISUSE:** You do not need a computer in this class. There is a lot of movement in and out of class and a significant portion of the course is interactive. The use of the internet and office work, including emailing has become a problem and threatens to pry students from the classroom experience. Therefore students should refrain from using their computers in these ways during class. \*\*

**PERSONAL JOURNALS:** In order to combine your active participation with the course objectives, which include self-awareness, you will be required to maintain an extensive personal journal. This, in essence, can be in the form of a diary. However, this journal is not meant simply to be a record of what occurred. Your entries should include your careful reflections and analysis based on the various aspects of this course. Every activity you are involved with in this course should be studied and your thoughts recorded. While each role-play will be an obvious part of your self-focus, your journal entries should not be limited simply to your reactions to these exercises. Specifically, your journal entries should include the following items:

- X Your efforts to prepare for each role play exercise, including readings
- X Your reflections on readings, class material and the actual negotiation,
- X Your thoughts on the lessons learned from the combined experience,
- X Your evaluation of your counterpart's efforts in each exercise and what you learned from him/her,
- X Your views on the class discussions lecture material and discussion 'room', and
- X All other moments of importance, whether in class or outside of class, that relate to how negotiations impact your life.

While the better journals will include personal reflections that you may not want shared with others, you should know that your journals will be submitted electronically, for my review. This review is not intended to discourage you from recording thoughtful and honest reflections. The submissions will be secure and will be limited to my eyes only. Anything you write will be kept in confidence unless you desire and agree to its release. You should keep a copy of your journal. This will allow both of us to possess a copy of your journal. A copy of your entire journal must be submitted electronically to me via email with "Journal" in the Subject line by the due date.

Due to the compressed time of this course, it is very important that you keep your journal on a regular basis. Trying to "catch-up" will be obvious to me. It is my understanding that previous students have found that being dedicated to timely journal entries enhanced their experiences to a significant degree. To help you get started, the first entry in your journal should be your summary of a negotiation in which you recently participated. You should attempt to set out your negotiation style/theory based on this personal negotiation experience. This entry should serve as a reference point to your other reactions and reflections.

**GRADING:** Like class participation, keeping a thorough journal is vital for you to have a positive, growing experience in this course. Therefore, **100 percent** of your course grade will be based on the entries in your personal journal. Your grade will be based on how well you follow the above instructions. In essence, if your journal indicates your serious reflection and analysis, your grade should not be a matter of concern.

\*\* If I feel it is necessary, I do reserve the right to lower a student's grade if he/she fails to meet the attendance/computer use standards set forth in the 'CLASS PARTICIPATION' 'COMPUTER MISUSE' sections above.

**CLASS SCHEDULE:** We will meet on the dates provided to you through the Program. We will attempt to cover the material on the following schedule:

First Meeting	Oil Pricing Exercise Relationships <u>Getting to Yes</u> -- pp. 17-39; 157-161 Communications <u>Getting To Yes</u> -- pp. 32-36 <b>Homework:</b> (1) Write a thorough entry in your journal on your negotiation style/approach based on a particular negotiation that you have been through or are planning to engage in; (2) Journal entries; (3) Prepare Sally Swansong;
Second Meeting	Negotiate Sally Swansong & Debrief What is a Good Outcome? -- The Elements of Negotiation <u>Getting to Yes</u> -- pp. 1-94 Integrative Negotiations: Focusing on Interests <u>Getting to Yes</u> -- pp. 40-55 Inventing Options: Brainstorming vs. Evaluating <u>Getting to Yes</u> -- pp. 56-80 <b>Homework:</b> (1) Journal entries; (2) Prepare for Jerry;
Third Meeting	Negotiate & Debrief Jerry Tools and Roles of a Negotiator: <u>Getting to Yes</u> -- pp. 66-69; 107-128 <b>Homework:</b> (1) Journal entries; (3) Prepare Powerscreen;
Fourth Meeting	Negotiate Powerscreen & Debrief View video -- "Hackerstar" Preparation for Negotiation: Power-based Issues <u>Getting to Yes</u> -- pp. 97-106 <b>Homework:</b> (1) Journal entries; (2) Prepare for 67 Fishpond Lane;

- Fifth Meeting
- Negotiate 67 Fishpond Lane & Debrief
  - Legitimacy: Objective Criteria
    - Getting to Yes -- pp. 81-94
  - Reaching Agreement: Commitments
    - Getting to Yes -- pp. 171-175
  - Begin Viewing of Video – “Getting to Yes” and Debrief
  - Homework:** (1) Journal entries;
- Sixth Meeting
- Complete Viewing of Video – “Getting to Yes” and Debrief
  - Dirty Tricks/Tactics: Games People Play
    - Getting to Yes -- pp. 129-143; 177-187
  - Conducting a Meeting
  - Prepare Chestnut Village
  - Homework:** (1) Journal entries; (2) Complete preparation for Chestnut Village;
- Seventh Meeting
- Negotiate Chestnut Village & Debrief
  - “Letter to self” Exercise
  - Homework:** (1) Complete Journal.