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| Course | HRMG 5700 / NL / Employment Law |
| Term | Spring II 2010 Thursday 6:00 pm – 10:00 pm 3/18, 3/25, 4/1, 4/8, 4/15, 4/22, 4/29, 5/6, 5/13 |
| Instructor | Name: LJ Hansen-Brown, JD,MBA Phone: Will be distributed first day of class Email: brownlj@webster.edu |
| Catalog Description | This course provides an overview of legal issues affecting human resources management. It focuses on the impact of law on individuals in organizations, recognition of legal problems, and the legal impact of human resources decisions. The course content includes laws, regulations, and court decisions covering labor-management relations. |
| Prerequisites | None Required |
| Course Level Learning Outcomes | Upon successful completion of this course, the student will be able to: <ol style="list-style-type: none"> 1. Define, discuss, and differentiate important terminology, facts, concepts, principles, laws and legal theories relating to employment law. 2. Apply appropriate terminology, facts, concepts, principles, laws and legal theories when analyzing basic employment law problems. 3. Suggest appropriate solutions to basic employment law problems using the terminology, facts, concepts, principles, laws and legal theories taught in the course. 4. Evaluate the quality of their solutions against appropriate criteria. 5. Discuss the role of employment law in helping make decisions about human resources management problems. |
| Materials | Bennett-Alexander, D. D. (2009). Employment Law for Business. (6th Edition). Irwin/McGraw-Hill. ISBN# 978-0-07-337763-3 APA Manual, 6th edition. ISBN# 13: 978-1-4338-0561-5 To Order Textbooks go to the local North FL website www.webster.edu/jack and click on Order Textbooks to select a vendor (Note: Textbooks must be ordered 2 weeks prior to class to ensure delivery) |

Supplemental Reading:

Materials as recommended and provided. Students should scan newspapers, news and business magazines, the Internet, etc. for topical items suitable for class discussion.

Grading**Assignments****Maximum Points**

- Pre-Assigned Written Paper (10 points)/
2 Short papers (7.5 points each) 25 Points
- Midterm Project 25 Points
- Presentation of Chapters 15 Points
- Final Examination 20 Points
- Mock Negotiation 5 Points
- Class Participation and Attendance 10 Points

TOTAL**100 Points**

Letter grades will be assigned pursuant to the following scores based on the percent of the total possible points (weighted according to the scale above) that you earned in the course.

| Percentage of Total Points | Grade |
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| 95%-100% | A |
| 90%-94% | A- |
| 88%-89% | B+ |
| 84%-87% | B |
| 80%-83% | B- |
| 70%-79% | C |
| Below 69% | F |

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| <p>Activities</p> | <ul style="list-style-type: none"> • Instructional method will focus on participatory lectures, discussions, and case studies to improve the student’s real-world legal human resources management decision-making and analytical skills. • Participatory instructor/student activities as outlined above will emphasize different points of view and stimulate thoughts concerning the facilitative and restrictive functions of law as related to human resources management. • Student performance on written assignments, presentations, and examination will assist the instructor in ascertaining the level of the student’s grasp of the concepts and principles required by the course. • Substantive student contribution to the class is expected and will be closely monitored. Class attendance is essential and will be closely monitored. • Student-prepared presentations will be used extensively as an instructional medium. Relevant video material will also be used, as time permits. <p>Pre-Assigned and short paper:</p> <ul style="list-style-type: none"> • The pre-assigned paper is worth 10 percent of the final grade. • The 2 short papers are worth 15 percent of the final grade. • Pre-assignment papers should be approximately 3- 4 pages in length. • Late papers will be subject to the scoring criteria under “Late Assignments.” • The paper should be typed, spell-checked and grammar-checked, double-spaced, use appropriate APA citation and prepared with graduate-level professional expectations. • The list of references should be an additional page, and will not count toward the total page requirement. • Papers will be graded based on (1) Effectiveness of content and analyses (2) Form, including grammar, and compliance with APA format. • At the first class session, students should be prepared to present no less than a 5 minute summation of their pre-assignment paper. <p>Presentations of Chapters:</p> <ul style="list-style-type: none"> • Presentations are worth 15 percent of the final grade • Presentations of Chapters are due during the class in which the Chapter has been assigned • Presentations <i>must</i> be in PowerPoint format. • A copy of the presentation should be given to the instructor prior to the presentation. • Presentations should demonstrate the student’s comprehension of the material presented and be designed to share information with, and elicit comments from, other students • Students should lead the class in a discussion of 2 cases within the |
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| | <p>assigned chapter</p> <ul style="list-style-type: none"> • Students will be evaluated on the content of the presentation and their presentation skills • Late presentations will be subject to the scoring criteria under “Late Assignments.” <p>Midterm Project and Final Exam</p> <ul style="list-style-type: none"> • The midterm project is a 5-7 page paper which involves analyzing real life human resources situations and applying the relevant law to those situations. • The final exam will consist of short answer questions similar to the case scenarios discussed during the term. • The student is expected to demonstrate an appropriate level of mastery of the subject matter and ability to apply the legal concepts discussed during the course. • Late papers will be subject to the scoring criteria under “Late Assignments.” • The paper should be typed, spell-checked and grammar-checked, double-spaced, use appropriate APA citation and prepared with graduate-level professional expectations. • Papers will be graded based on (1) Effectiveness of content and analyses (2) Form, including grammar, and compliance with APA format <p>Mock Negotiation</p> <ul style="list-style-type: none"> • The mock negotiation is worth 5 percent of the final grade • Students will be expected to prepare a written analysis of the assigned case from the point of view of the assigned role. • Late papers will be subject to the scoring criteria under “Late Assignments.” • Papers will be graded equally on (1) Effectiveness of content and analyses (2) Form, including grammar, and compliance with APA format • All students will be expected to actively participate in the negotiation Participation will be graded based on the student’s level of participation and ability to demonstrate application of course principles. <p>Class Participation and Attendance:</p> <ul style="list-style-type: none"> • Students are expected to attend all class sessions of every course for the full 36 contact hours. In the case of unavoidable absence, the student must contact the instructor. The student is subject to appropriate academic penalty for incomplete or unacceptable makeup work, or for excessive or unexcused absences. Generally, a student who misses more than one four-hour course period (per course) without a documented military or medical excuse and advanced permission of the instructor should withdraw from the class. The |
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| | <p>University reserves the right to involuntarily drop enrolled students from classes, which they do not attend. PLEASE BE ADVISED: <u>Students who do not attend the first class session, who have not made prior arrangements with the instructor for being absent, will be dropped from their courses.</u></p> <ul style="list-style-type: none"> • Attendance the last day of class is mandatory to ensure that all work is completed and to be awarded a passing grade. An Incomplete will not be acceptable without documental proof (Death Notice, Doctor’s Letter, etc.) as to absence relating to non-completion of class work. These must be faxed 904-262-1459 or dropped off to Webster University by the Monday after the term ends. • Participants are expected to arrive on time and be actively involved in the learning experience. Each student should desire to learn, participate, and proactively contribute to the learning of others during each discussion and exercise. • Students are to participate in classroom discussions. The discussions are an opportunity for students to reveal their understanding of the assignments made for the current and previous classes. • Assignments are given to prepare the student to participate in class discussions; therefore, it is imperative that reading assignments and associated questions for discussion be completed prior to class. • A maximum of 10 points will be awarded based on the level and quality of participation and preparation. <p>Late Assignments Assignments should be prepared for submission to the instructor at the beginning of class and late work is only accepted with consequences. The following consequences will be in effect for assignments submitted late:</p> <ul style="list-style-type: none"> • 10% of the available points will be deducted from the final score on the assignment for each day the assignment is late • Assignments will not be accepted more than 1 week after the original assignment deadline • Assignments are not accepted after the end of the term. |
| <p>Policy Statements: University Policies</p> | <p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university’s published policies. The following policies are of particular interest:</p> <p>Academic Honesty</p> <p>The university is committed to high standards of academic honesty. Students will be held responsible for violations of these</p> |

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| | <p>standards. Please refer to the university’s academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals</p> <p>Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p>Special Services</p> <p>If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p>Disturbances</p> <p>Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained</p> <p>From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p> <p>Contact Hours for this Course</p> <p>It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.</p> |
| Course Policies | <p>This syllabus may be revised at the discretion of the instructor without the prior notification or consent of the student. The schedule below presents an approximate expectation of course progress. The instructor reserves the right to add, delete, or modify any weeks of this schedule. Any changes</p> |

will be announced during class.

Academic Dishonesty: Webster University strives to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, fabrication, plagiarism, and facilitation of academic dishonesty. Academic dishonesty is unacceptable and may result in disciplinary action, as outlined in the Graduate Studies catalog.

Make-Up Requirements

- For each class hour missed, a one (1) page, double-spaced, typed paper, with one (1) reference will be submitted by the end of the term. The instructor will assign the topic. A four (4) hour class will require four (4) pages supported with (4) references from popular or academic press.
- This paper will be graded and incorporated in the class participation grade. If the make-up work is not submitted, the student's final grade will be reduced one (1) letter grade.
- Students are responsible for any class material presented during their absence, and any assignments due should be submitted prior to the absence, if possible.

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| <p>Weekly Schedule</p> | <p>Pre-Assignments for Session 1:</p> <p>1. Reading: Chapter 1 in the text. This chapter covers: The Regulation of Employment. Be prepared to discuss the chapter, including any cases in the chapter.</p> <p>2. Paper: Write a minimum 3 page paper analyzing the following statement:</p> <ul style="list-style-type: none"> ➤ <i>Identify and discuss 3 key employment law issues that employers will face in the next year. Include specific recommendations on how a manager might resolve those issues.</i> ➤ As part of the paper, research and summarize at least 2 current cases or articles (published within the last 2 years), which support your analysis. Refer to the Scoring Criteria, “Pre-Assigned Written Paper” for paper requirements. ➤ Submit the paper to the designated link under "Assignments" in Blackboard. <p>This course is web-enhanced, using Webster's Online WorldClassroom. All students are required to log into Blackboard prior to the start of the course. Follow these steps:</p> <p>3. Connections ID setup instructions: http://www.webster.edu/helpdesk/connections/tutorials/lowband/activate.htm. If you have any problems, please contact the Webster University HelpDesk at (314)968-599/(866)435-7270 or support@webster.edu.</p> <p>4. Post your introduction. Go to the main page at http://webster.edu/online. From "Login to classes", enter your id and password. Click on the link for the course. Once you enter the online course, click on "Discussions." Find the discussion thread entitled "Introductions." Post a detailed introduction. <i>Please note: the online course will become available on the Friday before the first class.</i></p> |
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| | <p>Session 1</p> | <p>THEME: Introduction to Employment Law</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Overview of course ◆ Expectations from Instructor ◆ Discussion of pre-assigned papers ◆ Introduction to Law ◆ Division of class for future chapter presentations <p>Assignments:</p> <ul style="list-style-type: none"> • Read Chapters 2 and 3 • Complete short paper • Assigned students prepare chapter presentations |
| | <p>Session 2</p> | <p>THEME: The Regulation of Employment</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Discussion of short paper ◆ Presentation of assigned chapters ◆ Discussion of chapters ◆ Application of Principles to case examples <p>Assignments:</p> <ul style="list-style-type: none"> • Read Chapters 5, 6 and 7 • Assigned students prepare chapter presentations |
| | <p>Session 3</p> | <p>THEME: Title VII and the Employment Relationship</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Class discussion of current events applicable to class content ◆ Presentation of chapters by assigned students ◆ Discussion of assigned chapters ◆ Application of principles to case examples <p>Assignments:</p> <ul style="list-style-type: none"> • Read Chapters 8, 9 and 10 • Assigned students prepare chapter presentations |

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| | <p>Session 4</p> | <p>THEME: Discrimination</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Presentation of chapters ◆ Discussion of assigned chapters ◆ Application of principles to case examples <p>Assignments:</p> <ul style="list-style-type: none"> ● Read Chapters 11 and 12 ● Assigned students prepare chapter presentations ● <i>Complete midterm project</i> |
| | <p>Session 5</p> | <p>THEME: Forms of Discrimination</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Class discussion of midterm project ◆ Presentation of chapters ◆ Discussion of assigned chapters ◆ Application of principles to case examples <p>Assignments:</p> <ul style="list-style-type: none"> ● Read Chapters 13, 14 and 15 ● Assigned students prepare chapter presentations |
| | <p>Session 6</p> | <p>THEME: Forms of Discrimination</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Discussion of current events ◆ Presentation of chapters ◆ Discussion of assigned chapters ◆ Application of principles to case examples <p>Assignments</p> <ul style="list-style-type: none"> ● Read Chapter 4 ● Short paper on diversity and affirmative action ● Review for <i>final exam</i> |
| | <p>Session 7</p> | <p>THEME: Diversity and Affirmative Action</p> <p>Topics:</p> <ul style="list-style-type: none"> ◆ Presentation on diversity and affirmative action ◆ Discussion of short paper ◆ Discussion of assigned chapters ◆ Review course material for final exam <p>Assignments</p> <ul style="list-style-type: none"> ● <i>Complete final exam</i> |

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| | Session 8 | THEME: Selected Topics Topics: <ul style="list-style-type: none"> ◆ Lecture on negotiation strategies ◆ Negotiation teams prepare strategy papers ◆ Review final exam Assignments for Session 9: <ul style="list-style-type: none"> • Negotiation teams prepare for final negotiation • Preparation of negotiation memo |
| | Session 9 | THEME: Alternative Dispute Resolution Topics: <ul style="list-style-type: none"> ◆ Case Negotiation ◆ Integration and analysis of course material ◆ Course summation |
| Additional Information | None | |