COURSE NUMBER: MGNT 4640
COURSE TITLE: Employment Law
INSTRUCTOR: Dr. Mary-Kathryn Zachary
OFFICE: Room 113, Richards College of Business
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OFFICE HOURS: M-F: 12:40 p.m. to 1:00 p.m.; 4:25 p.m. to 4:45 p.m. and by appointment.
REQUIRED TEXT: Employment Law for Business,
                Bennett-Alexander, Dawn D. and
                Hartman, Laura B., 6th Edition,
                Additional assigned readings throughout
                the semester.

COURSE DESCRIPTION:
Development, current status, and implications of legislation, court rulings,
and government agencies' decisions in equal employment opportunity, employee
protection, employment contracts, individual employment rights, income and
retirement security, and international employment, as well as emerging issues
in human resource management, as related to the effective management of human
resources.

LEARNING OUTCOMES:
Understand the role of law and the legal system in human resource management.

Obtain a basic understanding of the general principles of law relevant to
managing human resources.

Describe individual and business rights and obligations in various employment
contexts.

Recognize, analyze, and evaluate situations having legal repercussions,
applying the fundamental principles underlying employment law to specific
fact situations.

Identify a potential legal issue in a given employment situation; apply laws
and legal principles, as well as any other factors, to the situation; and
create, organize, and effectively present in written and oral form a logical
argument in support of a position.

Interpret, analyze, and evaluate common materials with legal implications,
such as arbitration agreements, employment contracts, employment
applications, employee handbooks, and covenants not to compete, and revise
them to meet legal requirements and accomplish business objectives.

Develop knowledge of various employment law resources and the ability to
locate and use them.
Explain the impact of ethical, economic, political, technological, cultural, and global considerations in situations having legal implications.

PREREQUISITES:
BUSA 2106, Legal Environment of Business

METHOD OF INSTRUCTION:
The lecture-discussion approach is the primary method of instruction for this course. The subject matter will be drawn primarily from the text, outside sources, and current employment law issues in the news. Classroom time may also be scheduled for consideration of particular court opinions, documents, guest lectures, projects, individual and group exercises, role-play, and special events. Written assignments and unannounced quizzes may be part of the learning process.

COMMUNICATION:
Communication between student and instructor will be through office hours and e-mail. Students are required to check their campus e-mail account daily. The instructor will respond to e-mails during office hours.

COLLEGE, DEPARTMENT, AND COURSE POLICIES:
The use of recording devices is not permitted in the classroom. Cell phones, pagers, and other communication devices must be rendered silent during class times, and shall not be used during class times. No food and drink are allowed in the classroom. Do not ask your instructor for legal advice. Please read this syllabus carefully. Your instructor is available, during class and during posted office hours, to answer any questions you may have regarding the meaning of any part of this syllabus. Consequently, excuses for failure to fulfill course requirements, based upon non-understanding or misunderstanding of this syllabus, will not be heard. The instructor reserves the right to make appropriate amendments to this syllabus. All such amendments will be announced sufficiently in advance of the effectiveness of the amendment. If you have a disability and wish to request an accommodation, please contact Disability Services in the Student Development Center, located in Parker Hall, and follow their procedures.

EVALUATION
2 examinations 100%
Exams are multiple choice, with some possible short answer essay questions. Multiple choice questions are selected from instructor developed questions and the test bank with an emphasis on application questions. Questions cover lectures, book topics, cases, current events, and any assigned topics. All students are expected to take exams at the scheduled time. Make-up examinations are not given. However, alternate examination times may be scheduled in cases where a student will be absent during a regularly scheduled examination time, when all three of the following conditions are met: (1) the absence is a University-authorized or instructor-authorized absence, (2) arrangements are made in advance of the absence, and (3) the student provides genuine documentation, to the instructor, from the appropriate University employee or official, physician, or other relevant individual, of the date(s), time(s), and purpose(s) for the absence. The instructor will authorize absences only in cases where the student’s attendance is made impossible by circumstances beyond the student’s control and only on one occasion. Failure to comply with these requirements will result in a zero for that test grade. The alternate examination time, as described above, is on the date and time of the final, and there will be no exceptions made to this date and time. In some instances, a student may be
required to take a comprehensive examination to compensate for an exam missed in the above circumstances. No part of any exam may be removed from the classroom at any time. Failure to abide by the foregoing will result in a zero for that test grade. Each test will cover approximately half of the text. Students are urged to take comprehensive notes and to read the chapters covered in class before coming to class.

**Quizzes**

Quizzes are designed to encourage students to come to class on time, to prepare for class by reading the text assignments, to thoroughly review and learn from previously administered examinations, and to evaluate student knowledge of the material and the ability of the student to explain it. Any quizzes given may be used to determine the final grade in borderline cases.

**Legal Resources Project and Presentation Pass/Fail**

Each student will make a brief presentation based on an employment law case they have found through the Bureau of National Affairs on-line reporters. The student will write a brief summary and analysis of the case, present the case to the class, and lead class discussion on it.

**Discrimination Project Pass/Fail**

Discuss a situation in which you believe that discrimination may exist. This situation may be one invented by you, or one which you know of, either involving yourself, a family member or a friend. First, state the facts of the situation. Identify the parties and address any relevant information. Second, argue the case for the employee. Identify the appropriate prima facie case (disparate impact or disparate treatment), then discuss how the facts of your situation satisfy the prima facie case. Third, argue the defense for the employer. Identify any bona fide occupational qualifications or business necessities. Fourth, argue the rebuttal for the plaintiff, whether it is the pretext argument in a disparate treatment case, or the less discriminatory alternative argument in a disparate impact case. Finally, decide the case as if you were the judge in this matter. Note: While the fact situation you choose does not have to favor the plaintiff, there must be at least sufficient arguments to get past the prima facie case.

**Employment Law Project (to be announced) Pass/Fail**

A comprehensive final exam may be required of any student missing a test for an approved reason. The final exam for this course is Thursday, June 3.

**Attendance and Participation**

Attendance and participation are expected and will be considered in the determination of final grades. Students will not be allowed to enter the classroom after class has started. All students are expected to take exams at the scheduled time. Students are personally responsible for all material covered, distributed, and/or assigned in this course.

**Final Grade**

Your grade will be the average of the two test scores. Additionally, attendance, participation, and performance on class assignments and quizzes will be taken into consideration, with the final grade adjusted upward or downward appropriately. The following is the grade scale for this course:

- A = 90-100
- B = 80-89.9
- C = 70-79.9
- D = 60-69.9
- F = below 60

**ACADEMIC HONESTY**
Receiving or giving help on exams or papers can result in failure in this course and dismissal from the University. For the purposes of this class, the following statements contained in the student handbook will be applied.

1. No student shall give or receive, or otherwise furnish or procure assistance not authorized in the preparation of an essay, report, examination, or other assignment in an academic course or in the fulfillment of program or degree requirements such as standardized examinations.

2. No student shall take, attempt to take, or otherwise obtain, gain access to, or alter in an unauthorized manner any material pertaining to the conduct of a class or to the completion of any program or any program or degree requirements, including but not limited to tests, examinations, laboratory equipment, roll books, academic records, or electronically stored data.

3. Plagiarism is prohibited. Themes, essays, term papers, tests, and other similar requirements must be the work of the student submitting them. Direct quotations must be indicated and ideas of another must be appropriately acknowledged.

CLASSROOM BEHAVIOR:
Any student who engages in disruptive behavior during any meeting of this course is subject to administrative disenrollment from this course. Students are advised that this course deals at times with controversial material. Students will treat each other and the professor with the utmost respect and professionalism at all times.

STATEMENT OF ETHICAL EXPECTATIONS:
Richards College of Business community members are committed to: honesty and integrity in interactions and undertakings; respect for rights, differences, and dignity of others; accountability for personal behavior.

IMPORTANT DATES:
Monday, May 23 – Test 1
Monday, May 30 – Holiday, Memorial Day, no classes
Tuesday, May 31 – Test 2, Discrimination Projects Due
Wednesday, June 1 – Reading Day
Thursday, June 2 – Comprehensive Final—special circumstances