



## SCHOOL OF ACCOUNTING & COMMERCIAL LAW

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### COML 302 LABOUR LAW

Trimester One 2005

### COURSE OUTLINE

#### Contact Details

<u>Academic:</u>	<i>Course Co-ordinator &amp; Lecturer</i>	<i>Room</i>	<i>Phone</i>
	A/Prof Gordon Anderson (first six weeks) E-mail address: <a href="mailto:Gordon.Anderson@vuw.ac.nz">Gordon.Anderson@vuw.ac.nz</a>	GB 322	463-5777
	<i>Lecturer</i> Trish Keeper (second six weeks) E-mail address: <a href="mailto:Trish.Keeper@vuw.ac.nz">Trish.Keeper@vuw.ac.nz</a>	RH 721	463-5203
<u>Administrative:</u>	Marina Dobrovolskaya E-mail address: <a href="mailto:Marina.Dobrovolskaya@vuw.ac.nz">Marina.Dobrovolskaya@vuw.ac.nz</a>	RH 708	463-5775

#### Class Times and Room Numbers

Coml 302 is taught in the first semester in 2005.

Lecture times: Tuesdays, Wednesdays and Fridays 12.30-13.30 in GB LT 4

University examination period: 3 – 17 June 2005

#### Course Content and Objectives

Students successfully completing this course should be expected to have:

- an overall understanding of the social economic and political context of labour law and the nature of the factors affecting the development and possible future direction of the law;
- a broad understanding of the legal principles governing the employment relationship both at the individual and collective level
- a detailed knowledge of a selection of the more important areas of labour law; the ability to identify and analyse legal problems and issues that arise out of an employment relationship.

## Readings

- Coml 302 *Course Materials* (2005) purchased through Student Notes
- Employment Relations Act 2000 (incl amendments)

### Strongly recommended:

- Lexis: Nexis *Employment Law Guide* (7<sup>th</sup> edition) The 6<sup>th</sup> edition would be adequate

## Assessment Requirements

### Assessment will consist of:

- (a) **Take-Home Terms Test** 50 % The problem will be made available on Wed 13<sup>th</sup> April and will be due by 4 pm on Friday 15<sup>th</sup> April.
- (b) **Final Exam** (2 hours) 50 % End of year exam. This is an open book examination and you may bring whatever material you like into exam room.

### Workload

9.0 hours per week, including three lectures per week

## Penalties

Tests handed in after the deadline will be subject to an automatic 10 percent minimum penalty (and an additional 10 percent per day) unless prior permission has been granted or unless proof of exceptional circumstances can be produced.

## Communication of Additional Information

Notices will be posted on **Blackboard** to which all students have access. **Urgent notices** will be circulated by email.

**If you do not use your student email address as your normal email it is YOUR responsibility to ensure email sent to that address is forwarded to your usual account.** Your SCS email can be forwarded to any other email account. This is done within the SCS email system by choosing OPTIONS and then GENERAL. Put the new address in the "Forward all mail to the following address" field

## General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly those regarding assessment and course of study requirements, and formal academic grievance procedures.

## Student Conduct and Staff Conduct

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps can be taken if there is a complaint. For queries about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor. This Statute is

available in the Faculty Student Administration Office or on the website at:  
[www.vuw.ac.nz/policy/StudentConduct](http://www.vuw.ac.nz/policy/StudentConduct).

The policy on Staff Conduct can be found on the VUW website at:  
[www.vuw.ac.nz/policy/StaffConduct](http://www.vuw.ac.nz/policy/StaffConduct).

### **Academic Grievances**

If you have any academic problems with your course you should talk to the tutor or lecturer concerned or, if you are not satisfied with the result of that meeting, see the Head of School or the Associate Dean (Students) of your Faculty. Class representatives are available to assist you with this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievances Policy which is published on the VUW website:

[www.vuw.ac.nz/policy/AcademicGrievances](http://www.vuw.ac.nz/policy/AcademicGrievances).

### **Academic Integrity and Plagiarism**

Academic integrity is about honesty – put simply it means **no cheating**. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. Plagiarism is **prohibited** at Victoria.

The University defines plagiarism as follows:

Plagiarism is presenting someone else's work as if it were your own, whether you mean to or not.

*'Someone else's work' means anything that is not your own idea, even if it is presented in your own style. It includes material from books, journals or any other printed source, the work of other students or staff, information from the Internet, software programmes and other electronic material, designs and ideas. It also includes the organization or structuring of any such material.*

### ***Plagiarism is not worth the risk.***

Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct ([www.vuw.ac.nz/policy/studentconduct](http://www.vuw.ac.nz/policy/studentconduct)) and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- suspension from class or university
- cancellation of your mark for an assessment or a fail grade for the course.

*Find out more about plagiarism and how to avoid it, on the University's website at:*

[www.vuw.ac.nz/home/studying/plagiarism.html](http://www.vuw.ac.nz/home/studying/plagiarism.html).

### **Students with Disabilities**

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities an equal opportunity with all other students to demonstrate their abilities. If you have a disability, impairment or chronic

medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, then please contact the Course Coordinator as early in the course as possible. Alternatively you may wish to approach a Student Adviser from Disability Support Services to confidentially discuss your individual needs and the options and support that are available. Disability Support Services are located on Level 1, Robert Stout Building, or phoning 463-6070, email: [disability@vuw.ac.nz](mailto:disability@vuw.ac.nz). The name of your School's Disability Liaison Person can be obtained from the Administrative Assistant or the School Prospectus.

### **Student Support**

Staff at Victoria want students' learning experiences at the University to be positive. If your academic progress is causing you concern, please contact the relevant Course Co-ordinator, or Associate Dean who will either help you directly or put you in contact with someone who can.

The Student Services Group is also available to provide a variety of support and services. Find out more at [www.vuw.ac.nz/st\\_services/](http://www.vuw.ac.nz/st_services/) or email [student-services@vuw.ac.nz](mailto:student-services@vuw.ac.nz).

VUWSA employs two Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office is located on the ground floor, Student Union Building, phone 463 6983 or 463 6984, email [education@vuwsa.org.nz](mailto:education@vuwsa.org.nz).