

## SCHOOL OF ACCOUNTING & COMMERCIAL LAW

# COML 203 LEGAL ENVIRONMENT OF BUSINESS

Trimester Three 2006

## COURSE OUTLINE

### Contact Details

#### Lecturers:

Christopher Cripps – Academic Co-ordinator  
Room RH 705  
Phone number: 463 5757  
Email: [Christopher.Cripps@vuw.ac.nz](mailto:Christopher.Cripps@vuw.ac.nz)

Palitha de Silva  
Room RH 611  
Phone number: 463 6960  
Email: [Palitha.deSilva@vuw.ac.nz](mailto:Palitha.deSilva@vuw.ac.nz)

#### Administrative Co-ordinator

Marina Dobrovolskaya  
Room RH 708  
Phone number: 463 5775  
Email: [Marina.Dobrovolskaya@vuw.ac.nz](mailto:Marina.Dobrovolskaya@vuw.ac.nz)  
Office hours: Monday-Friday, 8.30am-5pm

If you have difficulties with the lecture material please do not hesitate to contact the lecturer responsible for that part of the course. All difficulties relating to the tutorial programme should be referred to your tutor. Problems of an academic nature should be referred to Christopher Cripps. General administrative queries should be referred to Marina Dobrovolskaya, Room RH 708.

### Class Times and Room Numbers

#### Lectures:

Tuesday	9am-10.50am	KKLT303
Thursday	9am-10.50am	KKLT303

#### Tutorial Sessions:

Tutorial sign-up will be via Blackboard, COML 203 and should be done during the first week of term. The instructions for signing up are attached as page 7 of this Course Outline and will also be posted on the Announcement section of COML 203 on Blackboard. The completed tutorial list will be posted on the notice board on Mezzanine Floor of Rutherford House.

Each tutorial will meet weekly, starting in the second week of the course. The tutorial programme contains a number of topics, which are related to, and approximately in sequence with the lecture programme. These topics will be assigned to students who will be expected to deal with them orally for about five minutes, to be ready to lead any tutorial discussion that may arise and to present a written answer to their assigned question. Each student can expect to be asked to present an answer on a topic at approximately fortnightly intervals. The programme is flexible and your tutor may depart from it in some cases. Tutorial attendance counts towards the awarding of terms (i.e. the right to sit the final examination).

**In-term test:**

Thursday 14 December 9am

**Course Objectives**

Students passing this course should be able to:

1. Understand the functions of the New Zealand legal system.
2. Have a general understanding of specific areas of commercial law.
3. Be able to analyse legal issues and potential solutions to legal problems.
4. Analyse and understand legislation.

**Course Content**

The topics are listed in the approximate order in which they will be discussed:

The New Zealand Legal System: general introduction  
Courts and Administrative Tribunals  
The Sources of New Zealand Law  
Precedent  
Criminal Law  
Torts and Accident Compensation  
Contracts

A reading list and detailed course outlines will be provided by the lecturers who are responsible for each topic.

**Expected Workload**

It is expected that a students' workload in this course will be, on average, 15 hours a week.

**Readings**

Eagles et al, *Law in Business and Government In New Zealand*, Palatine ,4<sup>th</sup> ed 2006.

**Assessment Requirements**

To decide who will qualify for a pass in this subject at the end of the course, students' work will be assessed both during the trimester and by way of a final examination.

In detail the criteria of assessment and their respective values are:

In-term test	35%
Final Examination	65%
<u>TOTAL</u>	<u>100%</u>

Grades are awarded as follows:

A+	85% and over	
A	80-84%	
A-	75-79%	
B+	70-74%	
B	65-69%	
B-	60-64%	
C+	55-59%	
<u>C</u>	<u>50-54%</u>	
D	40-49%	Fail
E	Below 40%	“

**Penalties**

No student will be credited with a pass if s/he does not get at least 40% in the final examination, irrespective of in-term percentage.

**Mandatory Course Requirements**

There will be seven tutorial sessions. Students must attend and participate in the tutorial sessions. Students who fail to participate in or attend tutorials satisfactorily will not receive a graded result for the course and their record will show an un-graded fail.

**Communication of Additional Information**

Notices concerning COML 203 will be posted on the Commercial Law Notice Board, Mezzanine Floor, Rutherford House and Blackboard.

**Faculty of Commerce and Administration Offices**

Railway West Wing (RWW) - FCA Student and Academic Services Office

The Faculty's Student and Academic Services Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications. To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

Easterfield (EA) - FCA/Education/Law Kelburn Office

The Kelburn Campus Office for the Faculties of Commerce and Administration, Education and Law is situated in the Easterfield Building - it includes the ground floor reception desk (EA005) and offices 125a to 131 (Level 1). The office is available for the following:

- Duty tutors for student contact and advice.
- Information concerning administrative and academic matters.
- Forms for FCA Student and Academic Services (e.g. application for academic transcripts, requests for degree audit, COP requests).
- Examinations-related information during the examination period.

To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

## **General University Policies and Statutes**

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar available in hard copy or under 'About Victoria' on the VUW home page at [www.vuw.ac.nz](http://www.vuw.ac.nz).

## **Student 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 are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor or refer to the statute on the VUW policy 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; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; VUWSA Education Coordinators are available to assist in 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 at [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. The University defines plagiarism as follows:

*The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other student or staff.*

It is still plagiarism even if you re-structure the material or present it in your own style or words.

*Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.*

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalised severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning

- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

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 Impairments**

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as 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, 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 (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building, telephone (04) 463 6070, email [disability@vuw.ac.nz](mailto:disability@vuw.ac.nz). The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

### **Student Support**

Staff at Victoria want students to have positive learning experiences at the University. Each Faculty has a designated staff member who can either help you directly if your academic progress is causing you concern, or quickly put you in contact with someone who can. Assistance for specific groups is also available from the Kaiwawao Māori, Manaaki Pihipihinga or Victoria International.

In addition, the Student Services Group (email [student-services@vuw.ac.nz](mailto:student-services@vuw.ac.nz)) is 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/).

VUWSA employs 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 (tel. 04 463 6983 or 04 463 6984, email [education@vuwsa.org.nz](mailto:education@vuwsa.org.nz)) is located on the ground floor, Student Union Building.

### **Manaaki Pihipihinga - Maori and Pacific Mentoring Programme (Faculty of Commerce and Administration)**

This is a mentoring service for Maori and Pacific students studying at all levels. Weekly one hour sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14 Kelburn Parade, and Room 210 and 211, Level 2, Railway West Wing. Sessions cover drafting and discussing assignments, essay writing, and any questions that may arise from tutorials and/or lectures. A computer suite networked to Cyber Commons is available for student use.

To register with Manaaki Pihipihinga, please contact one of the following:

Puawai Wereta  
 Manaaki Pihipihinga Coordinator  
 Room 210, Level 2  
 Railway West Wing  
 Tel. (04) 463 8997

Fa'afai Seiuli  
 Pacific Support Coordinator  
 Room 109 B  
 14 Kelburn Parade  
 Tel. (04) 463 5842

Email: Puawai.Wereta@vuw.ac.nz

Email: Faafoi.Seiuli@vuw.ac.nz

The Pacific Support Coordinator is also available on the Pipitea Campus, Room 212, Level 2, Railway West Wing, every Thursday, 1-4pm. No appointment is necessary. You can either come in, email or phone with any issue that you need help with. Fa'afoi links Pacific students to the services and support they need while studying at Victoria.