



## SCHOOL OF ACCOUNTING & COMMERCIAL LAW

*Telephone 463 5383, Facsimile 495 5076. E-mail: [sacl@vuw.ac.nz](mailto:sacl@vuw.ac.nz)*

### COML 203 LEGAL ENVIRONMENT OF BUSINESS

Trimester One 2008

#### 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)  
Office hours: Tuesday, Friday 2-3pm

Trish Keeper  
Room RH 721  
Phone number: 463 5203  
Email: [Trish.Keeper@vuw.ac.nz](mailto:Trish.Keeper@vuw.ac.nz)  
Office hours: Tuesday 1-3pm

###### 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:

*CRN 6748*

Monday, Tuesday, 8.30am-9.20am in GBLT 1

Wednesday, 9.30am-10.20am in GBLT 1

*CRN 896*

Wednesday, Thursday, Friday, 8.30am-9.20am in RHLT 1

### Tutorial Sessions:

Tutorial sign-up will be via S-cubed, 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 Blackboard and the notice board on Mezzanine Floor of Rutherford House.

Each tutorial will meet weekly, starting in the third 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.

### In-term test:

Test – time and date to be confirmed

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

### **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 – Treaty of Waitangi  
Law of Organisations  
Precedent  
Statutory Interpretation  
Sources of Obligation and Liability – an Introduction  
Torts and Accident Compensation  
Contracts  
Concepts of Property and Intellectual Property

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

### **Readings**

Eagles et al, *Law in Business and Government*, Palatine 4ed 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.

### **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 on the ground floor (EA005). This counter is the first point of contact for:

- 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 or go to [www.victoria.ac.nz/home/about/policy/students.aspx](http://www.victoria.ac.nz/home/about/policy/students.aspx)

For information on the following topics, go to the Faculty's website [www.victoria.ac.nz/fca](http://www.victoria.ac.nz/fca) under Important Information for Students:

- Academic Grievances
- Student and Staff Conduct
- Meeting the Needs of Students with Impairments
- Student Support

### **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 students 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 penalized 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:

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

### **Manaaki Pihipihinga Programme**

Manaaki Pihipihinga is an academic mentoring programme for undergraduate Māori and Pacific students in the Faculties of Commerce and Administration, and Humanities and Social Sciences. Sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14

Kelburn Parade (back courtyard), Room 109D, and Room 210, Level 2, Railway West Wing. There is also a Pacific Support Coordinator who assists Pacific students by linking them to the services and support they need while studying at Victoria. Another feature of the programme is a support network for Postgraduate students with links to Postgraduate workshops and activities around Campus.

For further information, or to register with the programme, email [manaaki-pihipihinga-programme@vuw.ac.nz](mailto:manaaki-pihipihinga-programme@vuw.ac.nz) or phone (04) 463 6015. To contact the Pacific Support Coordinator, email [pacific-support-coord@vuw.ac.nz](mailto:pacific-support-coord@vuw.ac.nz) or phone (04) 463 5842.

## Detailed Tutorial Signup Instructions

1. Go to the signup website at: <https://signups.vuw.ac.nz>
2. Enter your SCS username and password to login the system.
3. The “Signup Home” page opens. It displays all courses you are enrolled for and that use the S-Cubed Tutorial & Workshop Signup system. Click on the course you wish to sign up for.
4. The selected course page opens. It will show the course contact and brief details of the signup instructions. A “key” is provided at the bottom that explains all buttons and what they do.
5. The schedule of tutorials includes the day/time, location, maximum group size, and spaces left in the tutorial sessions.
6. If there are spaces left in a particular session, you will see the “ENROL” button next to it. You can click this button to enrol yourself into that tutorial session.
7. If there are NO more spaces left in a particular session, you will see the “JOIN WAITLIST” button, if available. You can click this button to join the waitlist for that tutorial session. Please note that you will be removed from any other waitlist you may have joined earlier. If somebody withdraws from this session, you will automatically be moved up the waitlist or enrolled into the session. In this case you are enrolled in the session; an email will be sent to you if you are enrolled into the session from a waitlist.
8. You can only “JOIN WAITLIST” if you have already enrolled in one of the other available sessions. In other words, “ENROL” in one session and then you can choose to join the waitlist for another preferred session.
9. You can choose to “WITHDRAW” from a session you have already enrolled for. You can also choose to “CANCEL WAITLIST” to remove yourself from a particular waitlist.
10. A “FULL” button indicates all seats and waitlist are full for that tutorial session. You must choose another session.
11. More details on the various buttons are available in the “Key” section at the bottom of the signup page.
12. You should “ENROL” in only ONE tutorial session and may “JOIN WAITLIST” for only ONE other tutorial session.
13. You can login and signup (or change your signup) anytime before the **closing date of the tutorial signup. You will NOT be able to sign up or change your choice after the tutorial signups have closed.**
14. You can view/confirm details of the sessions you are enrolled and waitlisted for, such as day/time and location by clicking on “My Signups” on the left hand menu.
15. Click on “Support” on the left hand menu if you are having problems.

This online signup system is available around the clock over the internet. Any requests after this date will need to be manually handled by the course administrator. You will need to submit a written application stating the reason why you were not able to sign up on time using the online system, along with other relevant documentation such as medical certificate etc.

Finally, **you must always attend the tutorial sessions that you have signed up for.** If you attend a different session, your attendance may not be recorded.