

School of Accounting & Commercial Law

COML 302 The LAW OF WORK

Trimester One 2010

COURSE OUTLINE

Names and Contact Details

<u>Academic:</u>	<i>Course Co-ordinator & Lecturer</i>	<i>Room</i>	<i>Phone</i>
	Amanda Reilly E-mail address: Amanda.Reilly@vuw.ac.nz Office hours: To be announced in lectures	RH 720	463-6958
	<i>Lecturer</i> Trish Keeper E-mail address: Trish.Keeper@vuw.ac.nz Office hours: To be announced in lectures	RH 623	463-5203
<u>Administrator:</u>	Rainet Mutandwa Email address: Rainet.Mutandwa@vuw.ac.nz Office hours: Monday-Friday, 8.30am-5pm. (Note: Office closed 10.30am-10.45am and 3.30pm-3.45pm).	RH 708	463-5383

The Administrator should be contacted for assistance relating to tutorial sign ups, collection of marked assessment and other inquiries of an administrative nature.

Trimester Dates

Teaching Period: Monday 1st March – Friday 4th June 2010
Study Period: Monday 7th June – Thursday 10th June 2010
Examination Period: Friday 11th June – Wednesday 30th June 2010 (inclusive)

Withdrawal from Courses:

Information available via

Withdrawal dates: Late withdrawals with Associate Dean (Students) permission
(See Section 8: Withdrawals - from the Personal Courses of Study Statute)

<http://policy.vuw.ac.nz/Amphora!~~policy.vuw.ac.nz~POLICY~000000001743.pdf>

Withdrawal dates: refunds:

<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawlsrefunds.aspx>

Class Times and Room Numbers

Lecture times: Monday 9.30-10.20 GBLT3
Thursday 9.30-11.20 GBLT3

Tutorials: Times and room numbers to be advised on Blackboard

Tutorials

There will be two tutorials in Week 6 and Week 9 respectively. Attendance is optional but highly recommended as the tutorials are aimed at preparing you for the test and essay respectively.

<u>Tutorial No</u>	<u>Weeks Beginning</u>	Lecture Material By
1	22 March	Amanda Reilly
2	10 May	Trish Keeper

Tutorial Sign-up

Tutorial sign-up should be done during the first week of term. The instructions for signing up are attached as page 6 of this Course Outline and will also be posted on the Announcements section of **Course COML 302** on Blackboard.

The completed tutorial lists will be posted on Blackboard and on the Commercial Law notice board on the Mezzanine Floor of Rutherford House.

Course Content

Course Content 2010 (NB. Provisional only. There may be some variance in the timing of lectures)	Date	Lecturer	Topic
Week 1	1 March (1 hour) 4 March (2 hours)	AR AR	Introduction Legal framework of the Law of Work
Week 2	8 March (1 hour) 11 March (2 hours)	AR AR	The Contract of Employment Who is an Employee?
Week 3	15 March (1 hour) 18 March (2 hours)	AR AR	Who is an Employee ? Implied Terms (Common law)
Week 4 (First Tutorial)	22 March (1 hour) 25 March (2 hours)	AR	Implied Terms Implied Terms/Questions answered re test
Week 5	29 March (1 hours) 1 April (2 hours)	AR	TEST Implied terms (Statutory)
BREAK			

Week 6	19 April (1 hour) 22 April (2 hours)	AR AR	Implied Terms Implied Terms
Week 7	26 April (1 hour) 29 April (2 hours)	TK TK	Personal Grievances Personal Grievances
Week 8	3 May (1 hour) 6 May (2 hours)	TK TK	Personal Grievances Personal Grievance
Week 9 (Second Tutorial)	10 May (1 hour) 13 May (2 hours)	TK TK	Personal Grievances Business failure and employee rights
Week 10 (Essay due 19th May)	17 May (1 hour) 20 May (2 hours)	TK TK	Business failure and employee rights Collective Approaches
Week 11	24 May (1 hour) 27 May (2 hours)	TK TK	Collective Approaches Collective Approaches
Week 12	31 May (1 hour) 3 June (2 hours)	TK TK	Collective Approaches

Course Learning Objectives

By the end of this course, students should be able to:

- 1 describe the context of the law pertaining to the employment relationship and the nature of the factors affecting the development and possible future direction of the law;
- 2 state the legal principles governing the employment relationship both at the individual and the collective level;
- 3 apply selected areas of the law to individual fact situations;
- 4 relate issues arising out of practical employment issues to the broader themes of the course;
- 5 critically evaluate the legal principles and institutions governing the employment relationship at both an individual and collective level and, if appropriate, formulate ideas for law reform.

The test, the assignment and the exam will consist of a mix of problem and essay type questions. The problem questions will give students the opportunity to show they have reached the required standard in terms of mastering and being able to apply relevant legal principles. Essay type questions will give students the opportunity to demonstrate their understanding and critical engagement with the underlying context of the law and the broader themes of the course.

Course Delivery

Lectures are an important delivery mechanism for material in this course but it is expected that students will complement these with careful thorough reading of the required readings. Exercises and questions for reflection and discussion presented during lectures are designed to assist the learning process and students are expected to fully engage with these. Powerpoint slides utilised during lectures will be posted on Blackboard however they are likely to be brief and are not a substitute for attendance at lectures.

Tutorials are not compulsory but they are recommended as they are specifically focused on assisting student in preparation for assessment. Students who do attend tutorials are expected to participate fully in them.

Expected Workload

For 300-level 24 points trimester courses, 18 hours per week are recommended. An average student should spend 15 hours per week for preparation, reading, and writing in addition to attendance at lectures and tutorials.

Readings

Required:

- COML 302 *Course Materials* (2010) purchased through Student Notes

There is no charge for class handouts, and limited spare copies of these will be placed in the COML 302 pigeonholes on the 7th floor of Rutherford House.

Materials and Equipment

Research Materials

The Law Library, located in the Old Government Building, contains additional resources that may be used for completing the Research Essay. The Law Library is a University resource and is open to students of all Faculties. Library staff will assist with reasonable research requests, however students should be prepared to find most of the materials they need without assistance. Note that the Law Library is a reference library only and no journals may be removed from the premises. However, photocopying cards may be purchased.

The Commerce Library also has items available for loan.

Materials permitted in Test and Examination

The Test and Exam are both open book and you may bring whatever materials you like into the exam room. Be aware that lecturers do not have spare copies of the course materials book available for loan and it is your responsibility to make sure you have a copy of anything you may wish to refer to during the Test and Exam.

Assessment Requirements

Test (<i>open book</i>)	25%	Monday 29 March (In normal class time).
1600-word Assignment	25%	Wednesday 19 May (noon)
Exam (<i>open book</i>)	50%	June (TBA)

Test

The Test will examine topics to be advised in lectures. The Test is open book. You are advised to arrive early so that you are seated and ready to begin the test on time.

Assignment

The assignment is due by, 12 noon on Wednesday 19 May 2010. Completed assignments should be placed in the COML 302 Assignment Box (on the Mezzanine Floor, Rutherford House).

Note: Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Examinations

Students who enrol in courses with examinations are obliged to attend an examination at the University at any time during the formal examination period.

The final examination for this course will be scheduled at some time during the period from
Examination Period: Friday 11^h June – Wednesday 30th June 2010

Penalties

Assignments handed in after the deadline will be subject to an automatic 5% deduction per day unless prior permission has been granted or unless proof of exceptional circumstances can be produced

Mandatory Course Requirements

All items of assessment must be completed.

Class Representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Communication of Additional Information

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

For the following important information follow the links provided:

Academic Integrity and Plagiarism

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

General University Policies and Statures

<http://www.victoria.ac.nz/home/about/policy>

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support

http://www.victoria.ac.nz/home/about_victoria/avcademic/Publications.aspx

Faculty of Commerce and Administration Offices

<http://www.victoria.ac.nz/fca/studenthelp/>

Manaaki Pihipihinga Programme

http://www.victoria.ac.nz/st_services/mentoring/

Detailed Tutorial Signup Instructions

1. Go to the signup website at: <https://signups.victoria.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.