TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Accounting and Commercial Law

COML 302 LAW OF WORK

Trimester One 2011

COURSE OUTLINE

Names and Contact Details

Course Coordinator &

Lecturer: Amanda Reilly   RH720   463-6958
               Email: Amanda.reilly@vuw.ac.nz
               Office hours: TBA

Course Administrator: Lee Vassiliadis   RH708   463-5383
               Email: Lee.vassiliadis@vuw.ac.nz
               (Office hours: Monday-Friday 8.30am-5pm)
               Office is closed: 10.30-10.45am and 3.30-3.45pm.)

Trimester Dates
Teaching Period: Monday 28th February-Friday 3rd June 2011
Study Period: Monday 6th June – Thursday 9th June 2011
Examination Period: Friday 10th June – Saturday 2nd July (inclusive)

Withdrawal from Courses
Your fees will be refunded if you withdraw from this course on or before **11 March 2011.**

The last date for withdrawal from this course *is* **14 May 2011.** After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late'* including supporting documentation.

The application form is available from either of the Faculty's Student Customer Service Desks.

Class Times and Room Numbers
Lectures
Monday & Thursday: 1440-1530
Venue: LT4, Government Buildings, Pipitea Campus

Tutorials
There will be two tutorials in Week 4 and Week 12 respectively. Attendance is optional but highly recommended as the tutorials are aimed at preparing you for the test and exam respectively.

Tutorial Sign-up

Tutorial sign-up should be done during the second 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

Course Content 2011 (NB. Provisional only. There may be some variance in the timing of lectures)	Date	Lecturer	Topic
Week 1	Mon 28 Feb Thurs 3 March	AR AR	Introduction Legal framework of the Law of Work
Week 2	Mon 7 March Thurs 10 March	AR AR	The Contract of Employment Who is an Employee?
Week 3	Mon 14 March Thurs 17 March	AR AR	Who is an Employee ? Implied Terms (Common law)
Week 4 **(First Tutorial)**	Mon 21 March Thurs 24 March	AR	Implied Terms Implied Terms/Questions answered re test
Week 5	Mon 28 March Thurs 31 March	AR	TEST Implied terms (Statutory)
Week 6	Mon 4 April Thurs 7 April	AR AR	Implied Terms Implied Terms
Week 7	Mon 11 April Thurs 14 April	AR AR	Personal Grievances Personal Grievances
	BREAK		
Week 8	Mon 2 May Thurs 5 May	AR AR	Personal Grievances Personal Grievance
Week 9	Mon 9 May Thurs 12 May	AR AR	Personal Grievances
Week 10	Mon 16 May Thurs 19 May	AR AR	Collective Approaches
Week 11	Mon 23 May Thurs 26 May	AR AR	Collective Approaches Collective Approaches
Week 12 **(Second Tutorial)**	Mon 30 May Thurs 2 June	AR AR	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 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 15 points trimester courses an average student should expect to spend 10 hours per week. This includes attendance at lectures and tutorials as well as preparation, reading and writing.

Readings

Required: COML 302 *Course Materials* (2011) 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

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
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.

Test *(open book)*	30%	Monday 28 March (In normal class time)
Exam *(open book)*	70%	June (TBA) (Two hours)

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.

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 **Friday 10th June – Saturday 2nd July 2011.**

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 made 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.

Use of Turnitin (if applicable)
Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine http://www.turnitin.com Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

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 Statutes

Find key dates, explanations of grades and other useful information at
www.victoria.ac.nz/home/study

Find out about academic progress and restricted enrolment at
http://www.victoria.ac.nz/home/study/academic-progress.aspx

The University's statutes and policies are available at www.victoria.ac.nz/home/about/policy,
except qualification statutes, which are available via the Calendar webpage at
http://www.victoria.ac.nz/home/study/calendar.aspx (See Section C).

Further information about the University's academic processes can be found on the website of the
Assistant Vice-Chancellor (Academic) at
www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx

**AVC (Academic) Website: information including: Conduct, Academic Grievances, Students
with Impairments, Student Support**
http://www.victoria.ac.nz/home/about_victoria/avcacademic/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.