

SCHOOL OF GOVERNMENT

FCOM 111 GOVERNMENT, LAW AND BUSINESS

Trimester 1, 2014

COURSE OUTLINE

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Names and Contact Details

Course Coordinator

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Course Administrator

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Office Hours: Monday to Friday 10:00 a.m. – 5:00 p.m.

Trimester Dates

Teaching Period: Monday 3rd March – Friday 6th June
Study Period: Monday 9th June – Thursday 12th June
Examination Period: Friday 13th June – Wednesday 2nd July (inclusive)

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or **before Friday 14th March 2014.**
2. The standard last date for withdrawal from this course is Friday 14th March 2014. 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

Course Delivery

The course consists of two lectures and one tutorial per week.

Lectures

The course has a full enrolment. It is split into two streams. The number of students in each stream matches exactly the capacity of the lecture theatre. It is essential, therefore, that you attend the lecture stream for which you are enrolled unless permitted to change into another stream by the Course Coordinator, who will sign a Change of Course form. Personal convenience is not an acceptable basis for switching streams.

	WHEN	WHERE
CRN 17242	Wednesday: 5.10pm – 6.00pm	KKLT 303
	Friday: 5:10pm –6.00pm	KKLT 303
CRN 17243	Wednesday: 1.10pm – 2.00pm	KKLT 303
	Friday: 1:10pm –2.00pm	KKLT 303

Students are expected to be in the lecture theatre promptly for their lecture. Because of the size of this class it is important that students be seated before class starts. **Please note that the Occupational Health and Safety Act prohibits people sitting in aisles.**

Expected Workload

FCOM 111 is a first year, Introductory Course worth 15 points towards your final degree. A total of 150 hours should be devoted to your course of study over the entire trimester. This gives an average of 12.5 hours per week and includes:

- Lecture attendance;
- Tutorial attendance and preparation of tutorial worksheets;
- Assignment research and writing;
- Study for the legal test and final Course examination.

Prescription

This course sets the context for the BCom degree acquainting students with the legal and governmental environment within which New Zealand firms operate.

Learning Objectives

Victoria University of Wellington prepares its graduates to be scholars who:

- have a specialised understanding of their chosen field(s) of study;
- exhibit well-developed skills in critical and creative thinking;
- communicate complex ideas effectively and accurately in a range of contexts;
- demonstrate intellectual autonomy through independence of thought, openness to ideas and information and a capacity to manage their own learning;
- demonstrate intellectual integrity and understand the ethics of scholarship.

To complement these graduate attributes, Learning Goals have also been developed for the BCom degree. FCOM 111 is one of the core courses for the Bachelor of Commerce Degree.

BCom Learning Goals

The Learning Goals for the BCom are

Learning Goal 1	Critical and creative thinking
Learning Goal 2	Communication
Learning Goal 3	Global and multicultural perspectives
Learning Goal 4	Intellectual integrity
Learning Goal 5	Specific knowledge and skills in at least one business, economics or public policy discipline area

Taken together the intention is to ensure that the core of the BCom degree will enable you to meet the learning goals.

Course Learning Objectives

At the end of this course students will be able to:

1. Demonstrate an understanding of the key elements of New Zealand's constitutional and political arrangements by explaining the role of formal and conventional institutional provisions;
2. Identify how those constitutional and political arrangements might impact the New Zealand commercial environment;
3. Survey and appraise possible changes to those constitutional and political arrangements over the medium to long term;
4. Demonstrate an awareness of the nature of the law and the law-making process, and the general operation of the legal system;
5. Explain the way in which the law is reformed and developed through legislation and case law to meeting the changing needs of government, business and society, including by the illustrative use of a particular area of law reform;
6. Demonstrate competence to apply legal problem-solving skills in selected case situations;
7. Illustrate an understanding of the significance of ethics in the context of the private and the public sectors, the nature of some ethical dilemmas and the various ways in which some ethical problems and issues of control and guidance are dealt with under the law and under other instruments of guidance and control;
8. Demonstrate an understanding of the public policy process, including the various stages of the process and the interrelationships between them, and explain how civil society actors, including business may be able to engage with the policy process and exercise some measure of influence;
9. Analyse New Zealand's links with the rest of the world in terms of trade, financial institutions and governance;
10. Plan, write and edit an essay to an acceptable first year/100-level academic standard of presentation. This includes full and accurate referencing, using APA style where appropriate.

Teaching and Learning Objectives and Assessment Mix

The teaching and learning objectives will be assessed using the following instruments:

Teaching and learning objective	Assessment instrument
1, 2, 3, 10	1500 word essay due by 1pm Monday 31 March 2014 (Government Essay)
4, 5, 6	Legal Test: Thursday 8 May 2014 at 6:15 p.m.
1, 2, 3, 4, 5, 6, 7, 8, 9	Final Course Examination – Date TBA Examination period – Friday 13th June – Wednesday 2nd July 2014 (inclusive)

Course Content

Lecture Outline and Schedule

Date	Content	Lecturer
Week 1: 3 March First Lecture 5 March	- Introductory Lecture - State and Market - Politics and Markets: Political Parties and Ideology	Russell Harding
Week 2: 10 March	- Constitution - Electoral Systems	Chris Eichbaum
Week 3: 17 March	- Executive and Legislative - State Sector and Judiciary	Russell Harding
Week 4: 24 March	- Introduction: What is Law? Function, Development, Classification of Law - Law as a Compromise between Competing Interests	Palitha De Silva
Week 5: 31 March	- Criminal & Civil Litigation; NZ's Courts Structure - Legal Method: Judge Made Law	Palitha De Silva
Week 6: 7 April	- Legislation: Authority & Process; Treaty of Waitangi - Legal Method: How do Courts Interpret Statutes/Statutory Provisions?	Palitha De Silva
Week 7 14 April	- A Legal Duty to Honour a Promise: When Does it Arise? - What are the Essential Ingredients for the Formation of a Contract?	Palitha De Silva
18 April – 4 May	MID TRIMESTER BREAK No Lectures	

Week 8: 5 May	- A Legal Duty to Take Care: When Does it Arise? - What is Negligence? What are the Essential Ingredients for a Negligence Action	Palitha De Silva
Week 9: 12 May	- Can Ministerial/Administrative Action be Challenged in the Courts? - Judicial Review: What is its Scope?	Palitha De Silva
Week 10: 19 May	- Ethics and Integrity - Public Policy / Process	Michael Macauley Russell Harding
Week 11: 26 May	- Case Study - Politics, Economics and Business	Jonathan Boston Chris Eichbaum
Week 12: 2 June	- Government, Law and Business - Conclusion and Exam Discussion	Russell Harding

Attendance at lectures is essential to gain full benefit from the course. Interaction with the lecturers and fellow students is a crucial to developing critical competencies.

Tutorials

IMPORTANT

- You **MUST** sign up by the end of the **FIRST** week of lectures.
- All workshops & tutorials start in **Week 2 beginning Monday 10 March 2014**.
- The Writing Skills Workshops are taught by your assigned tutors in the first three tutorials.

How to sign up:

1. You can start the signup process on **Wednesday 5 March 2014 at 12.00a.m.** Signups close at **10.00 am on Friday 7 March 2014 at 10:00 a.m.** – you must have signed up for a class by then! Early enrolment will provide maximum choice of tutorial times.
2. Go to the signup website: <https://signups.victoria.ac.nz>
3. Enter your SCS username and password to get in.
4. The “Signup Home” page opens. It displays all of the courses you are enrolled in that will use the Signups system. Click on **FCOM 111**.
5. The FCOM 111 course page opens, showing the schedule of session times and locations.
6. If there are spaces left in a particular session, then you will see the “ENROL” button next to it. You can click the “**ENROL**” button to enrol in that particular session.
7. If there are no more spaces left you must enrol in another session!
8. You can choose to “WITHDRAW” from a session you have already enrolled for. There are NO waitlists for FCOM 111.

9. A “FULL” button indicates all seats are full for that particular tutorial session. **You must choose another session.**
10. The “KEY” section at the bottom of the page contains information about the buttons.
11. You can view/confirm the details of the sessions that you are enrolled in by clicking on “My Signups” on the left hand menu. **You will be able to confirm the details after 10.00am Monday 22 July 2013.**
12. If you are having problems using the Signups system, then click on the “Support” link on the left hand menu.
13. If you miss the sign-up you must see Amy Weir in EA108 **after 1pm, Monday 22 July 2013.** After the close of the sign-up period, choice of tutorial times will be limited. To get the tutorial time of your choice, sign up early as detailed above.

Tutorial Content

Writing Workshops

Note: The writing workshops are conducted by your assigned tutors in the first three tutorials.

Writing skills are essential for university and your later working life. The Faculty of Commerce has key learning objectives related to communication and supports this writing component of the course to help students gain the basic skills required for tertiary level learning. This is a first step to develop and build on your writing skills.

Date	Content	Readings
Week 1: 3 March	No Tutorials	
Week 2: 10 March	Writing Workshop 1: The Writing Process Why is writing important: The writing process and how to analyse your FCOM essay question.	FCA Writing Resource booklet – available at your writing session
Week 3: 17 March	Writing Workshop 2: Structure & Academic Integrity How to structure an essay; How to reference and why it is important	FCA Writing Resource booklet – please bring your booklet to the session
Week 4: 24 March	Writing Workshop 3: Polishing Your Writing Developing the skills of editing and proofing	FCA Writing Resource booklet – please bring your booklet to the session Keith, K. (2008). <i>Cabinet Manual – On the constitution of New Zealand: An introduction to the foundations of the current form of government.</i> Retrieved from http://www.cabinetmanual.cabinetoffice.govt.nz/node/68

		Shaw, R. & Eichbaum, C. (2008). <i>Public policy in New Zealand: Institutions, processes and outcomes</i> . (2 nd Ed.) Auckland, New Zealand: Pearson Education New Zealand.
Week 5: 31 March	Tutorial One: The New Zealand Constitution	Keith, K. (2008). <i>Cabinet Manual – On the constitution of New Zealand: An introduction to the foundations of the current form of government</i> . Retrieved from http://www.cabinetmanual.cabinetoffice.govt.nz/node/68 Shaw, R. and Eichbaum, C. (2008). <i>Public policy in New Zealand: Institutions, processes and outcomes</i> . (2 nd ed.) Auckland, New Zealand: Pearson Education New Zealand.
Week 6: 7 April	Tutorial Two: The Electoral System and MMP	Elections New Zealand. (2006). <i>From FPP to MMP</i> . Retrieved from http://www.elections.org.nz/democracy/history/history-mmp_plain.html Elections New Zealand. (n.d.). <i>Royal Commission criteria for judging voting systems</i> . Retrieved from http://www.elections.org.nz/study/researchers/rc-voting-system-judging-criteria.html New Zealand Electoral Commission. (2012). <i>MMP Review</i> . Retrieved from http://www.elections.org.nz/elections/2011-general-election-and-referendum/mmp-review.html
Week 7: 14 April	Tutorial Three: Contract Law	<i>Williams v Roffey Bros & Nicholls (Contractors) Ltd</i> [1990] 2 WLR 1153
18 April 2014 – 4 May 2014: MID TRIMESTER BREAK: No tutorials		
Week 8: 5 May	Tutorial Four: Negligence	<i>North Shore City Council v Body Corporate 188529</i> [2010] NZSC 158
Week 9: 12 May	Tutorial Five: Judicial Review	TBA
Week 10: 19 May	Tutorial Six: Public Policy	TBA
Week 11: 26 May	Tutorial Seven: Government, Globalisation and Business	Heywood, A. (2007). “Global Politics”, Chapter 7 in <i>Politics</i> (3 rd ed.) (pp. 127-161). Basingstoke UK: Palgrave Macmillan.
Week 12: 14 October	Tutorial Eight: Final Exam Review	

Readings

Readings for this course are included on the FCOM 111 Blackboard site under Course Materials. Additional material and readings may be distributed at lectures or Tutorials or posted on Blackboard.

Students need to study the readings closely, and make full use of them in their tutorials and written assignments. In marking assignments, it will be assumed that you have studied the relevant readings, reflected on them, and formed a considered view of the issues raised. This is what is meant by “critically” as set out in the Course Objectives. Note that the Course Criteria for marking the Essays in this Course includes marks for “... showing evidence of completing the relevant readings”.

Students are reminded that a substantial part of their overall grade is based on tutorial Worksheets which directly test your understanding of the Course Readings. The specific Readings for each Worksheet are listed at the top of each Worksheet.

Assessment

There are four assessments in this course:

Government Essay (25%);
Legal Test (25%);
Tutorial Worksheets (20%);
Final Course Examination (30%).

ASSESSMENT ONE: GOVERNMENT ESSAY (25%)

Do political parties in New Zealand follow an ideology? Choose three specific policy commitments from three New Zealand political parties and discuss the extent to which the policies reflect a clear ideology.

The policies will need to be drawn from an authoritative source such as a speech by a Party spokesperson.

Note: All references from your readings, other research undertaken, or from the Internet must be cited correctly and fully, using the APA referencing system.

You should utilise the materials and skills you have acquired from the three Writing Skills Workshops to ensure your essay meets the standards required of a first year/100-level piece of academic writing.

Information on the APA Referencing system can be found at:
http://www.victoria.ac.nz/st_services/slss/studyhub/handouts.aspx and in the FCA Writing Resource booklet.

Due: **Monday 31 March 2014 by 1:00 pm** in the box with your tutor’s name on it. Boxes are located at Level 2, Murphy Building.

For Late Essays please see page 10.

Word length: No more than 1500 words

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.

Please retain a copy in an electronic format. You may be asked to submit an electronic copy for quality assurance purposes.

ASSESSMENT TWO: LEGAL TEST (25%)

The Test covers legal lectures up to the end of **Week 6**, including **Tutorial Worksheets #3 and #4**.

This is a closed-book test lasting one hour. It will consist of a mixture of short to medium length written answer questions.

The rooms allocated for this test will be posted on Blackboard and advised in Lectures and Tutorials.

Date: **Thursday 8 May 2014 at 6.15 pm.**

ASSESSMENT THREE: TUTORIAL WORKSHEETS (20%)

Tutorial Worksheets make up 20 per cent of the overall course grade for FCOM 111. All students **MUST** submit **AT LEAST 6** tutorial worksheets. These should be handed in at the beginning of the relevant tutorial.

The best 5 marked worksheets will be used to calculate this proportion of your FCOM 111 final grade.

The Worksheets will be available for downloading on blackboard.

ASSESSMENT FOUR: THE FINAL COURSE EXAMINATION (30%)

A two hour examination covering all the material from the entire course.

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

Examination dates for Trimester one: Friday 13 June – Wednesday 2 July 2014 (inclusive).

Details and the date of the final exam will be posted on Blackboard.

Penalties

Late Assignments and Essays will have their total mark reduced by one mark for each day they are overdue unless PRIOR permission has been granted. Late Assignments and Essays are to be brought to the FCOM Office during office hours (EA 109).

Assignments and Essays submitted over ten (10) days late will not be marked and you will be awarded 0% for this assessment.

Use of Turnitin

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 submitted to Turnitin. A copy of submitted materials will be retained 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.

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 following period:

Friday 13th June – Wednesday 2nd July (inclusive)

Mandatory Course Requirements

In addition to obtaining an overall course mark of 50 per cent or better, students must meet the following mandatory course requirements:

- a) Attend all three of the Writing Skills Workshops (Weeks 2, 3, and 4);
AND
- b) Attend at least SIX of the EIGHT Tutorials (starting in Week 5) and sign the roll as present. If you arrive late then your tutor may not award you with ‘attendance’ for that tutorial;
AND
- c) Submit at least SIX of the EIGHT Tutorial Worksheets. Note that the first Tutorial Worksheet is due in Week 4 (the third Writing Skills Workshop);
AND
- d) Submit the Government Essay;
AND
- d) Sit the Legal Test;
AND
- e) Sit the Final Course Examination.

Students whose total course marks are greater than 50 per cent, but who do not fulfil **ALL** of the Mandatory Course Requirements will fail the course. They will not receive a graded result for FCOM 111. Their records will show a “K” (an ungraded fail).

If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

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

Blackboard is the electronic platform that informs this course. All course materials, course notices and communications and will be placed on Blackboard (<http://www.blackboard.vuw.ac.nz>).

Student feedback

As a result of student feedback on this course in previous trimesters, some changes in content and timing of material in lectures and tutorials has been made. Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php

Link to general information

For general information about course-related matters, go to <http://www.victoria.ac.nz/vbs/studenthelp/general-course-information>

Note to Students

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 academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.
