

School of Accounting and Commercial Law

COML 203 Legal Environment of Business

Trimester 2, 2014

COURSE OUTLINE

Names and Contact Details

		Office	Phone
<i>Course Coordinator & Lecturer</i>	Dr Jonathan Barrett jonathan.barrett@vuw.ac.nz Office hours: email to make an appointment	RH 701	463 5724
Lecturer	Trish Keeper trish.keeper@vuw.ac.nz Office hours: Wednesday 3.00 pm – 5.00 pm	RH 617	463 5203
<i>Course Administrator</i>	Lisa Lowe lisa.lowe@vuw.ac.nz Office hours: Monday-Friday 8.30am-5pm (Note: Office closed 10.30am-10.45am and 3.30pm-3.45pm)	RH Level 7, Enquiries Counter	463 7465

Trimester Dates

Teaching Period: Monday 14th July – Friday 17th October

Study Period: Monday 20th October – Thursday 23rd October

Examination Period: Friday 24th October – Saturday 15th November (inclusive)

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 25th July 2014.
2. The standard last date for withdrawal from this course is Friday 26th September. 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

Wednesdays and Fridays 9.30-10.20 am

Rutherford House Lecture Theatre 2 (RHLT 2)

Course Delivery

Tutorial Sessions:

Tutorial signup will be via S-cubed, COML 203 and should be done during the second week of trimester. The instructions for signing up are attached as page 6 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 as soon as practicably possible after the closing date of the tutorial groups sessions' sign up. Subsequent changes to those tutorial group lists can only be made by the Course Administrator.

The tutorial programme contains a number of topics, which are related to, and approximately in sequence with the lecture programme. Tutorials will focus on developing legal problem solving skills.

Please note that tutors are instructed not to make available to students the tutorial notes provided to the tutors by the lecturers.

Group Work

Group work is limited to your participation in your Tutorial Group Sessions.

Expected Workload

It is expected that students' workload in this course will be, on average, 15 hours a week – total 150 hours. Students' workload will be made up as follows: Lectures 24 hours, background reading lectures 42 hours, tutorial contact, prep and assignments 34 hours, review of material for test and examination 50 hours.

Prescription

An overview of the legal system and the legislative process with an emphasis on their impact on the business environment, including elements of contract, administrative law and the law of organisations.

Course Learning Objectives

Students passing this course should be able to:

1. Analyse the functions of the New Zealand legal system.
2. Analyse legal issues and use this analysis to provide potential solutions to legal problems.
3. Analyse legislation.
4. Describe relationships within and between the branches of the New Zealand Government.

Course Content

The topics covered are listed on the lecture schedule on page 5. A reading list and detailed lecture outlines will be provided by the lecturer responsible for each topic.

Readings

The prescribed text for this course is:

Jeremy Hubbard, Cordelia Thomas, Sally Varnham, *Principles of Law for New Zealand Business Students*, 5th edition, Pearson.

Assessment

From Trimester 1, 2014, a revised Assessment Handbook will apply to all VUW courses: see <http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>.

In particular, there will be a new grade scheme, in which the A+ range will be 90-100% and 50-54% will be a C-.

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 an examination.

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

Test (One hour during week 7)	20%
Assignment (1,000 words due Friday 3 October at 2pm)	20%
Examination (Two hours)	60%
Total	100%

Note: Assignments are to be placed in boxes labelled "COML 203" on the Mezzanine floor of Rutherford House.

Penalties

If the Assignment is submitted later than the due date and time, without prior permission from the Course Coordinator, 5% of the mark will be deducted for each additional day. The assignment word limit must be adhered to and, if it is exceeded, any excess words will not be marked.

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 24th October – Saturday 15th November (inclusive)

Mandatory Course Requirements

In addition to obtaining an overall course mark of 50 or better, students must attend five out of six tutorials, complete the assignment and sit the test and final examination.

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

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 representatives will be elected in the first class, and their names and contact details made available to VUWSA, the course coordinator and the class. The class representatives provide a communication channel to liaise with the course coordinator on behalf of students.

Communication of Additional Information

Notices concerning COML 203 will be posted on Blackboard.

Student feedback

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 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.

Draft Lecture Schedule

Week:	Week Beginning	Topic	Tutorial
1	14 July	Introduction: What is Law? The New Zealand Constitution	
2	21 July	Rights Legislative Process	
3	28 July	Statutory Interpretation Fora for resolving business disputes	Tutorial 1
4	4 August	Judicial Precedent Introduction to civil obligations	
5	11 August	Contract Law Contract Law	Tutorial 2
6	28 August	Contract Law Contract Law	Tutorial 3
<i>Mid-Trimester Break 25 August – 5 September</i>			
7	8 Sept	Introduction to Torts MID-TRIMESTER TEST Negligence	9 Sept
8	15 Sept	Negligence Negligent Misstatement	Tutorial 4
9	22 Sept	ACC ACC	Tutorial 5
10	29 Sept	Personal Property Real property ASSIGNMENT DUE	3 Oct at 2 pm
11	6 October	Intellectual property Intellectual property	Tutorial 6
12	13 October 17 October	Business organisations Course review	

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) any time 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.
