

## **MGT 475**

### Employment & Human Resource Law

#### **INSTRUCTOR INFORMATION**

Name: Lisa Blevins

Office Location: n/a

Phone: n/a

Email: [lgblevin@uncg.edu](mailto:lgblevin@uncg.edu)

Office Hours: As an adjunct, I don't hold regular office hours. I am always accessible by email and am happy to arrange phone calls or Zoom meetings as needed.

#### **GENERAL INFORMATION**

Credit hours: 3.0 credit hours-online

Term: Spring 2024 (January 8, 2024-April 24, 2024)

#### **COURSE REQUIREMENTS**

Pre-requisites: junior standing; MGT 330; admission to approved program.

#### **COURSE DESCRIPTION**

National Labor Relations Act, Fair Labor Standards Act (including equal employment), and other statutes and court decisions relating to employment relations and their effect on managerial practices.

#### **WHO IS THIS CLASS FOR?**

Students interested in a career in Human Resources, Management, and/or Law

#### **REQUIRED AND RECOMMENDED TEXTS/READINGS**

To enhance your learning experience and provide affordable access to the right course material, this course is part of an inclusive access model called First Day. You can easily access the required materials for this course at a discounted price, and benefit from single sign-on access with no codes required in Canvas.

The UNCG Cashiers Office will bill you at the discounted price as a course charge for this course. It is NOT recommended that you opt-out, as these materials are required to complete the course. You may choose to opt-out on the first day of class, but you will be responsible for purchasing your course materials at the full retail price and access to your materials may be suspended. For more information and FAQs go to [customer care.bncollege.com](http://customer care.bncollege.com).

If you choose to opt-out, you may do so at the "Purchase Course Materials Link" on the left-hand navigation bar in Canvas.

If you choose to opt out, you will need to purchase one of these options:

Employment Law for Human Resource Practice by David J. Walsh (7<sup>th</sup> Ed.)

ISBN: 9798214342337 (e-book)

ISBN: 9780357717547 (hard copy)

OR

If you are using Cengage for other classes, you can choose instead: Cengage Unlimited, 1 term (4 months) 9780357700006

### **COURSE-SPECIFIC STUDENT LEARNING OUTCOMES (SLOs)**

1. Upon successful completion of this course, students will be able to demonstrate knowledge of human resource practices:
  - a. Identify and explain basic concepts and/or theories (laws) that influence the employer/employee relationship.
  - b. Apply these concepts (laws) in business situations to demonstrate knowledge of human resource practices.
2. Students will be able to explain ways in which effective human resources practice contributes to the overall organizational success.

### **EVALUATION AND GRADING**

<b>Type of Assignment</b>	<b>Percentage of Final Grade</b>
Test 1	18%
Test 2	18%
Test 3	18%
Final Exam	18%
Case Quizzes	17%
Writing Assignment	10%
Introductory Course Quiz	1%
<b>Total points possible</b>	<b>100%</b>

#### Grading Scale

You will receive a score of 0 for any work not submitted. To receive credit for the course, you must earn a letter grade of D- or higher based on fulfilling assigned course work (e.g., assignments, quizzes, tests, etc.). Your final grade in the course will be a letter grade. Letter grade equivalents for achieved percentages are estimated as follows:

<b>93% or higher</b>	A	<b>76 – 79.9%</b>	C+	<b>66 – 69.9%</b>	D+
<b>90 – 92.9%</b>	A-	<b>73 – 75.9%</b>	C	<b>63 – 65.9%</b>	D
<b>86 – 89.9%</b>	B+	<b>70 – 72.9%</b>	C-	<b>60 – 62.9%</b>	D-
<b>83 – 85.9%</b>	B			<b>&lt; 60%</b>	F
<b>80 – 82.9%</b>	B-				

#### Grading Policy

Your grade in this class will consist of:

**Introductory Course Quiz:** (1% of the total course grade) A non-timed, open book/notes quiz to ensure that you have read the syllabus and course policies. This quiz allows multiple attempts.

**Tests:** (72% of the total course grade) Three (3) non-cumulative tests and one (1) non-cumulative final exam (worth 18% each). Tests are open book, open notes. (Open notes means *your* notes, not the Internet.) All tests are available in Canvas for a 24-hour period. Please see the course page for more information about the test format.

**Case Quizzes:** (17% of the total course grade) Each quiz in the book has a corresponding multiple-choice quiz in Canvas designed to test your comprehension of the case materials. Together, these quizzes are worth a total of 17% of your overall course grade.

**Writing Assignment:** (10% of the total course grade) Find a current newspaper or magazine article relating to a topic that we have learned (or will learn) in class. Write a 500-word paper (double spaced, Times New Roman font, 12 point type, 1" margins) identifying the relevant legal employment issues and analyzing or explaining the subject at issue based on course concepts. If you provide a summary of the article, your summary should be brief (i.e., no more than 3 sentences).

The paper should be your own thoughts and in your own words. If you choose to quote more than three words in a row directly from the article (or any other source), the quoted language should be cited and in quotation marks. If you choose to quote directly or use ideas from any other sources, you should cite the source (including the title, date, author and publication or website). Do not plagiarize (which includes using artificial intelligence to write your paper.) Plagiarized work will be reported to the Office of Student Rights and Responsibilities and I will recommend a grade of zero "0" for any plagiarized work.

**Please note:** due dates for this assignment are staggered and will be assigned the first week of class.

Grading criteria for the writing assignment:

1. An "A" paper identifies the relevant legal employment issues discussed in the article and thoroughly discusses each aspect, incorporating concepts from course materials.
2. A "B" paper identifies the relevant legal and/or regulatory issues discussed in the article and relates those issues to concepts discussed in class, but does not thoroughly discuss each aspect.
3. A "C" or below paper merely summarizes the article and/or fails to incorporate course concepts.
4. Papers written on a topic unrelated to employment law or that fail to follow the assignment guidelines will receive a failing grade.

## COURSE SCHEDULE

Week	Topic	Assignment
1 1/8- 1/12	Overview of employment law & The employment relationship	(1) Read Chapter 1-2 (2) Post your introduction to the class discussion board (3) Complete the case quizzes (4) Take the Introductory Course Quiz
2 1/15- 1/19	Overview of employment discrimination	(1) Read Chapter 3 (2) Complete the case quizzes
3 1/22- 1/26	Recruitment	(1) Read Chapter 4 (2) Complete the case quizzes (3) Group 1 Writing Assignment Due (4) <b>Take Test 1 (Friday 1/26)</b>
4 1/29- 2/2	Background checks, references, verifying employment eligibility & Employment tests	(1) Read Chapter 5-6 (2) Complete the case quizzes
5 2/5- 2/9	Hiring and promotion decisions	(1) Read Chapter 7 (2) Complete the case quizzes
6 2/12- 2/16	Harassment	(1) Read Chapter 8 (2) Complete the case quizzes
7 2/19- 2/23	Reasonably accommodating disability and religion	(1) Read Chapter 9 (2) Complete the case quizzes (3) Group 2 Writing Assignment Due (4) <b>Take Test 2 (Friday 2/23)</b>
8 2/26- 3/1	Work-life conflicts and other diversity issues	(1) Read Chapter 10 (2) Complete the case quizzes
3/2- 3/10	SPRING BREAK	No reading
9 3/11- 3/15	Wages, hours, and pay equity	(1) Read Chapter 11 (2) Complete the case quizzes
10 3/18- 3/22	Benefits & Unions and collective bargaining	(1) Read Chapter 12-13 (2) Complete the case quizzes (3) Group 3 Writing Assignment Due (3) <b>Take Test 3 (Friday 3/22)</b>
11 3/25- 3/29	Occupational safety and health	(1) Read Chapter 14 (2) Complete the case quizzes
12 4/1- 4/5	Privacy on the job	(1) Read Chapter 15 (2) Complete the case quizzes

13 4/8- 4/12	Terminating individual employees	(1) Read Chapter 16 (2) Complete the case quizzes
14 4/15- 4/19	Downsizing and post-termination issues	(1) Read Chapter 17 (2) Complete the case quizzes (3) Group 4 Writing Assignment Due
15 4/22- 4/24	No new reading	Prepare for final exam
		<b>Final Exam (4/26)</b>

## COMMUNICATION AND COURSE TECHNICAL GUIDELINES

Technical support: Students with technical issues with the course and email should contact 6TECH for support either by email or phone or chat (<https://its.uncg.edu/Help/6TECH/>). Please also make your instructor aware of the issue, and if there will be any delays in resolving the issue.

## ACADEMIC INTEGRITY POLICY

Each student is required to comply with the Academic Integrity Policy on all work submitted for the course. Violations are taken extremely seriously. Refer to the following URL: <https://osrr.uncg.edu/academic-integrity/>.

## ACCOMMODATIONS

UNCG seeks to comply fully with the Americans with Disabilities Act (ADA). Students requesting accommodations based on a disability must be registered with the Office of Accessibility Resources and Services (OARS) in 215 Elliott University Center, 334-5440, [oars.uncg.edu](http://oars.uncg.edu).

Students may request accommodations for religious holidays under applicable laws. For more information on UNCG's Religious Obligations policy, visit: <https://catalog.uncg.edu/academic-regulations-policies/university-policies/>

Students should remind the instructor in advance when accommodation affects course activities, e.g., before taking exams, to ensure that the instructor has updated systems accordingly.

## HEALTH AND WELLNESS

Your health impacts your learning. Throughout your time in college, you may experience a range of health issues that can cause barriers to your learning. These might include physical ailments, illnesses, strained relationships, anxiety, high levels of stress, alcohol/drug problems, feeling down, or loss of motivation. Student Health Services and The Counseling Center can help with these or other issues you may be experiencing. You can learn about the free, confidential mental health services available on campus by calling 336-334-5874, visiting the website at <https://shs.uncg.edu/> or visiting the Anna M. Gove Student Health Center at 107 Gray Drive. Help is always available.

## FINAL EXAMINATION

The final exam will be a non-cumulative test based on our last learning unit. The test will be in the same format as other course tests.

## MID-TERM GRADES

In keeping with UNCG policy, I will post a midterm grade for you in UNCGenie by the end of the sixth week of the term. That grade will not appear on your transcript or in your GPA calculations. Instead, it is intended to help you understand how you are doing in the course up to that point. If you review your midterm grade and find it to be lower than you hoped, I encourage you to talk to me so we can make a plan together for your success.

## ATTENDANCE AND LATE WORK/MAKEUP POLICIES

The University recognizes the importance of certain extra-curricular and co-curricular activities (including travel days) that enhance student learning, personal development, and professional growth. Instructors will excuse absences of students for participation in University-sponsored events under the following conditions:

1. Students who expect to miss one or more class meetings due to participation in University-sponsored activities should:
  - a. Notify the instructor(s) at least five class days in advance;
  - b. Arrange to complete all missed work *in advance* of the absence whenever practicable as judged by the instructor(s). When missed work cannot be completed in advance, the instructor(s) should provide students with the opportunity to make up the work. Students should be aware, however, that not all kinds of work can be made up. The instructor(s) have the discretion to deny make-up work if (i) alternative assignments place an unreasonable demand on the instructor, (ii) the original assignment is such that not completing it at the originally assigned time impedes student learning
  - c. Present relevant documentation of participation in a relevant University-sponsored activity to the instructor(s) upon request.

Students who expect to miss more than three class periods of any single course of any kind in a term or more than two consecutive meetings of a laboratory course in order to participate in University-sponsored activities should inform the instructor at the beginning of the course. In the case that the faculty member cannot make reasonable accommodations for make-up work, the student may appropriately be advised to drop the course.

Regular course tests and the final exam will be available in Canvas for a 24-hour period.

If you do not take any course test during the designated test window, it is your responsibility to email the instructor immediately. **Ten (10) points will be deducted** from your overall test grade

for each day that your test is late. Due to the short turnaround time allowed for final grade submissions, no make ups will be permitted for the final exam.

Bryan Faculty and students in this course are expected to adhere to the guidelines stated at this link:

<https://bryan.uncg.edu/wp-content/uploads/2023/11/Faculty-and-Student-Guidelines-2018-2019.pdf>

### **NOT LEGAL ADVICE**

Nothing in this course, including information in the textbook, instructor notes or videos, emails, communications, or course page materials should be considered legal advice or the giving of a legal opinion. Nothing should be used as substitute for the advice of your own legal counsel.