

**Cedar Crest College
Employment Law
Spring 2010
BUA 239-66 Spring 2010**

Format: Online

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Office: As needed: 8:30 a.m., or as scheduled

Telephone and Office Hours:

If you call and I am unavailable, I will call you back at my first opportunity. Please leave your name and number twice in your message (always a good practice). I will get back to you. If we need to meet, we will arrange a meeting.

Required Text

- Employment Law in the Nutshell
- The Visible Employee
- The Handmaid's Tale
- Philadelphia (the movie)
- Posted photos, agreements, and documents
- Powerpoints and posted materials

Resources

- Webliography resources
- Other resources throughout the web
- The quizzes. I would strongly suggest that you study the quizzes and look for answers through the quizzes. This will help you with the course overall.

Required Materials

- Each student must be able to view web documents from various sources including powerpoint viewers. A free viewer is available on

- the web.
- You must be able to review Word documents as well as *.pdf files.
 - Each student is required to use her/his Cedar Crest email account for communication with the professor and fellow classmates. Students should check their email regularly.

Course Description

This Course is intended to explain the source of employment and labor law in the United States and its evolution, expose the requirements of the law, and provide examples as to how the law is implemented. The Course is also intended to introduce students to the major themes of discrimination, both within and outside of the law.

Course Outcomes

At the completion of this course, students should be able to:

- Explain how and why employment laws exist
- Be familiar with the lingo of employment law, including the names of the laws
- Implement their understanding of the roles and uses of different laws within the HR environment
- Compose and respond to discussions relating to the course themes

Assignments

Students will be given a series of quizzes on course materials. Students also will be required to compose at least one threaded discussion and respond to at least one other student's discussion. All assignments to be submitted into the appropriate e-College drop box. Assignments will not be graded before due date. Students will also receive a midterm and a final.

Quizzes

A useful hint: you can retake quizzes. I also do not set time limits of the quizzes. Thus, there is no reason not to be prepared for the midterm,

final, and threaded discussions.

Assignment Grading Rubric:

To achieve a grade of "A" on an assignment you must:
Clearly demonstrate that the assignment was understood, follow all directions and complete all parts of the assignment.

- Relate assignment topic to lecture discussion and assigned readings.
- Demonstrate research beyond the course text and lecture material.
- Demonstrate a depth of analysis that proves an understanding the concepts in question.
- Communicate clearly and thoroughly.
- Put forth an effort that goes beyond merely answering the assigned questions or completing the given task.
- Submit assignments on time.

Online Discussion

Discussion topics will be posted on off weeks. You are expected to contribute in a meaningful fashion that demonstrates preparation and depth of thought. You are expected to spend 1 ½-2 hours per week (off weeks) engaged in online discussion. This includes time researching and preparing your responses. You should respond to every topic posted by the instructor and comment on the responses of classmates. Responses to the instructor's postings should be completed within a week of their being posted. Responses to classmates' responses can be made at any time during the semester.

Online Discussion grading:

- Relate discussion topic to lecture discussion and assigned readings.
- Demonstrate research beyond the course text and lecture material.
- Demonstrate a depth of analysis that proves an understanding the concepts in question that goes beyond "your opinion."
- Quality of responses to instructor's postings as well as classmates' responses.
- Communicate clearly and thoroughly.

The discussion thread entitled *Questions and Comments* will be used to allow you to post questions about the class (ex: clarifying assignment

requirements) and for me to comment on common themes that I discover while reviewing your assignments or other elements of the class discussion. While it is vitally important that you check in with this thread frequently, participation here will not count toward your grade .

Grades given:

A= 100%
A-= 93%
B+=87%
B=84%
B-= 80%
C+=77%
C=74%
C-=70%
D=65%
F=55% maximum
0% given for assignments not handed in

Final Grades:

A=94-100%
A-=90-93%
B+= 87-89.9%
B=84-86.9%
B-=80-83.9%
C+=77-79.9%
C=74-76.9%
C-=70-73.9%
D=60-69.9%
F= <60%