

University of Nevada, Las Vegas
Las Vegas, Nevada
Summer III 2016

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Employment Law
MGT 468
MTWTHF 02:40 PM – 04:10 PM, BEH 105
Office Hours: 01:00 PM -02:30 PM MTWTHF and by appointment

Textbook:

NONE

Course Description:

This course is designed to enhance your understanding of what managers, human resource management professionals, and the human resource department need to know to enforce the Government regulations in a workplace. The enforcement and the effective control of the laws from various levels, Federal, State, County, and City is a continuous process and every employee in the organization is involved in maintaining the decorum that is required to enforce these statutes. We will achieve this understanding of the laws and the processes utilized for enforcement through lectures, discussions, case reviews and role plays.

Course Objectives:

1. Identify important events in history that led to the enacting of the statutes.
2. Understand the important legal issues faced by the HR department and the Organization
3. Understand the various federal laws enacted and how they affect the workplace.
4. Understand how employee issues are handled
5. Understand how to create a workplace that is safe, fair, and legal

Examinations:

There will be two exams covering the assigned readings and material discussed in class. **Make-up exams will only be given in extreme cases.** Should you have any conflict with an exam date, you must make prior arrangements for scheduling a make-up exam. First exam will represent 20%, the second exam 30%, of the final grade

The examinations will consist of 20 multiple choice and true/false questions and one essay question. The questions will be based on topics covered in class, classroom discussions, handouts, and assigned readings. The multiple choice questions will ascertain your understanding of the terminology, concepts, and details presented in class and in the text. The essay question will require you to apply the concepts to situations at the workplace.

I return graded exams and discuss them as quickly as possible – usually the following day. In class I focus primarily on questions and review issues that proved to be more difficult for a majority of the class. However, I would be pleased to go over your test with you personally in my office if you have questions and concerns that are not discussed in the class review of the exam.

You are responsible for bringing your own scantrons and a # 2 pencil to the exams.

Group Case Presentation –

Students will work in groups of 4 to prepare a case presentation based on a case pertinent to the enforcement of federal law in an organization. **Everyone in the group must participate in the presentation** (i.e., you cannot elect a spokesperson to make the presentation). Your grade for the case will be based on:

- A. The level of creativity in presenting the case and make it comprehensible to the class.
- B. Your own justification for whether you agree with the verdict

The class provides you the opportunity to develop abilities in working and communicating with others in group situations and also to make oral presentations to peer groups. This is very important. After graduation you will spend much of your career doing just that, regardless of the specific area you pursue. The potential of this opportunity is only fully realized if you participate in and contribute to your group activities.

For all work completed in groups, you will be given the opportunity to evaluate the peers within your own work group. On a designated form you will rate each member of your team for participation and contribution to the team. The ratings from all the members will be averaged to determine the specific rating for each member. I will tell you what your average rating is but I will not divulge how each member of your team rated you.

The average rating score will be incorporated into the written and oral presentation grade to determine your specific grade. For example, assume your team receives 90 for the written and 94 for the oral presentation, if your group members indicate via the peer evaluation that you only contributed an average of 60%, then you will receive 54 for the written ($90 \times .60$) and 57 for the oral presentation ($94 \times .60$).

Class Attendance

Regular attendance is expected of all students and strongly encouraged. You are responsible for everything that is discussed in class, taken up in class, revised in class, handed out in class. You cannot use the excuse that you were not present the previous day if I call upon you to answer a question. While I do not attend every class day, I will randomly take attendance on unspecified days plus I will make a note of the students who do not pick up their graded exam on the days I return the exams. This randomness will be used to gauge your attendance profile and will be used for your participation grade.

Disrupting class by coming in late, or unnecessarily walking out, or engaging in conversations with other classmates on topics unrelated to the course is inconsiderate and unacceptable. Using electronic devices for texting and/or emailing, or researching for unrelated topics will be severely dealt with and be subject to expulsion from the class.

There may be times when I may give out extra points for work in class or on the day I review the exams. You have to be present in class to receive the extra points, regardless of the reason you are absent. **NO EXCEPTION.**

Class Participation

Class participation will be absolutely essential, as this class will operate in a peer-learning environment. You are expected to come to class prepared with the chapter we are going to be discussing that class day. Failure to do so could adversely affect your participation grade. There will be 100 points allocated to participation and will represent 20% of the final grade. I am always aware of who participates and who does not, expect your grade to be reflective of that coupled with the random attendance profile mentioned

in the previous section. Every absence will account for a loss of 10 points from your participation grade, regardless of the reason for your absence. Showing up for class and not contributing to the discussion will also account for loss in points, e.g., you attended all the classes but never asked a question nor contributed to the discussion, you would end up with **zero** for participation.

Each of you will be assigned certain chapters and articles to read prior to the next class day. I will call upon one or more of you to review your assignments in class. Please come prepared for the discussions.

Grading Summary:

Exam	20 %
Final Exam	30 %
Group Presentations	25 %
Class Participation	25 %

Letter Grade:

A	92.10 plus
A-	90.00 – 92.09
B+	87.00 – 89.99
B	82.00 – 86.99
B-	80.00 – 81.99
C+	77.00 – 79.99
C	72.00 – 76.99
C-	70.00 – 71.99
D	60.00 – 69.99
F	59.99 or less

I DO NOT curve and the letter grading scale indicated above will be strictly adhered to. **Grades will be posted on Web Campus as soon as they become available.**

Telephone Usage – Telephones must be turned off during class. Ten points will be deducted from your attendance grade each time the telephone rings, each time you talk on the phone, and send or receive a text message during class. Exceptions may be granted if there are compelling reasons for doing so, provided you inform me in advance.

Academic Misconduct – “Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s function as an educational institution.”

An example of academic misconduct is plagiarism: “Using the words or ideas of another, from the Internet or any source, without proper citation of the sources.” See the “Student Academic Misconduct Policy” (approved December 9, 2005) located at: <http://studentlife.unlv.edu/judicial/misconductPolicy.html>.

Copyright – The University requires all members of the University Community to familiarize themselves and to follow copyright and fair use requirements. **You are individually and solely responsible for violations**

of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. To familiarize yourself with copyright and fair use policies, you are encouraged to visit the following website: <http://www.unlv.edu/committees/copyright/>.

Disability Resource Center (DRC) –

The Disability Resource Center (DRC) coordinates all academic accommodations for students with documented disabilities. The DRC is the official office to review and house disability documentation for students, and to provide them with an official Academic Accommodation Plan to present to the faculty if an accommodation is warranted. Faculty should not provide students accommodations without being in receipt of this plan.

UNLV complies with the provisions set forth in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, offering reasonable accommodations to qualified students with documented disabilities. If you have a documented disability that may require accommodations, you will need to contact the DRC for the coordination of services. The DRC is located in the Student Services Complex (SSC), Room 137, and the contact numbers are: Voice (702) 895-0866, TDD (702) 895-0652, fax (702) 895-0651. For additional information, please visit: <http://studentlife.unlv.edu/disability/>.

Religious Holidays Policy -- Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor no later than the last day at late registration of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. This policy shall not apply in the event that administering the test or examination at an alternate time would impose an undue hardship on the instructor or the university which could not be avoided. <http://catalog.unlv.acalog.com/content.php?catoid=1&navoid=44&bc=1>

Tutoring -- The Academic Success Center (ASC) provides tutoring and academic assistance for all UNLV students taking UNLV courses. Students are encouraged to stop by the ASC to learn more about subjects offered, tutoring times and other academic resources. The ASC is located across from the Student Services Complex, #22 on the current UNLV map. Students may learn more about tutoring services by calling (702) 895-3177 or visiting the tutoring web site at: <http://academicsuccess.unlv.edu/tutoring/>

UNLV Writing Center –

One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance.

Appointments may be made in person or by calling 895-3908. The student's Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: <http://writingcenter.unlv.edu/>

____ Sources:

www.eeoc.com

www.ada.com

www.dol.com

www.legalworkplace.com

www.elifonet.com

Additional sites and cases will be given in class.

TENTATIVE SCHEDULE

Week	Description	Readings
1	<p>Introduction</p> <p>Importance of Human Resource Management</p> <p>EEOC – Formation Purpose, action</p> <p>Protected Class</p> <p>Civil Rights Act of 1886 (Section 1981)</p> <p>Civil Rights Act of 1964 Title VII</p> <p>Civil Rights Act of 1991</p> <p>a. Disparate Treatment</p> <p>b. Disparate Impact</p> <p>c. Sexual Harassment –Quid pro Quo, Hostile Work Environment</p> <p>d. Protected Activities</p>	
2	<p>Equal Pay Act of 1963</p> <p>Affirmative Action</p>	
3	<p>Exam I – Based on topics covered in the first two weeks (Monday)</p> <p>Exam Review</p> <p>Safety - OSHA</p> <p>Americans with Disabilities Act of 1990</p> <p>Rehabilitation Act of 1973</p>	
4	<p>Pregnancy Discrimination Act of 1975</p> <p>Family and Medical Leave Act (FMLA)</p> <p>Employment at Will, Employment with Due Process</p> <p>Negligent Hiring, Negligent Retention, Negligent Referral</p> <p>Labor Relations – Taft Hartley Act</p> <p>Employee Privacy Act, HIPPA</p>	
5	<p>Presentations</p> <p>Presentations</p> <p>Presentations and Final Exam (Topics covered since first exam)</p>	