



HRM 222

Foundations in Human Resources Law

S1 Day 2014

Dept of Marketing and Management

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	4
<u>Unit Schedule</u>	5
<u>Policies and Procedures</u>	6
<u>Graduate Capabilities</u>	7
<u>Research and Practice</u>	9

Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

General Information

Unit convenor and teaching staff

Unit Convenor

Julie Zetler

julie.zetler@mq.edu.au

Contact via julie.zetler@mq.edu.au

Monday 1-2pm; Tuesday 5-6pm

Credit points

3

Prerequisites

12cp

Corequisites

Co-badged status

Unit description

This unit provides a foundation for human resources law. The areas covered include: the Australian legal system, the development of human resources law, and the relationship of human resources law to other legal areas. Students will analyse the legal aspects of particular case studies relevant to human resources law and critically assess and make judgments on the merits of legal arguments. The unit provides students with a grounding in human resources law that will assist them in future management careers.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

Learning Outcomes

On successful completion of this unit, you will be able to:

Understand how law are made and enforced in Australia

Appreciate the difference between Australian Legal systems

Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities

Appreciate the legislation and case law that is relevant to HRL

Critically assess and make judgments on the merits of legal arguments

Assessment Tasks

Name	Weighting	Due
<u>In class quiz</u>	10%	Week 5, starting 31 March
<u>Take home case study</u>	40%	Week 8, Monday 5 May by 10pm
<u>Reflective Journal</u>	10%	Week 10, commencing 19 May
<u>4. Final Examination</u>	40%	TBA

In class quiz

Due: **Week 5, starting 31 March**

Weighting: **10%**

In class quiz consists of 5 short answer/multiple choice questions. The quiz is conducted in the first quarter of the tutorial time and will take 10 minutes to complete.

On successful completion you will be able to:

- Understand how law are made and enforced in Australia
- Appreciate the difference between Australian Legal systems
- Appreciate the legislation and case law that is relevant to HRL

Take home case study

Due: **Week 8, Monday 5 May by 10pm**

Weighting: **40%**

Take home case study. The case study question will be released to students on Friday 2 May at 5pm and must be returned to your tutor by 10pm on Monday 5 May.

On successful completion you will be able to:

- Understand how law are made and enforced in Australia
- Appreciate the difference between Australian Legal systems
- Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities
- Appreciate the legislation and case law that is relevant to HRL
- Critically assess and make judgments on the merits of legal arguments

Reflective Journal

Due: **Week 10, commencing 19 May**

Weighting: **10%**

Students will be required to hand in a reflective journal of no more than 500 words to their tutor. Details will be up on iLearn.

On successful completion you will be able to:

- Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities
- Appreciate the legislation and case law that is relevant to HRL

4. Final Examination

Due: **TBA**

Weighting: **40%**

is a formal examination held in the university examination period

On successful completion you will be able to:

- Understand how law are made and enforced in Australia
- Appreciate the difference between Australian Legal systems
- Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities
- Appreciate the legislation and case law that is relevant to HRL
- Critically assess and make judgments on the merits of legal arguments

Delivery and Resources

The subject is delivered in lecture and tutorial mode. The subject is 3 hours face-to-face teaching per week consisting of 1 X 2 hour lecture and 1 X 1 hour tutorial.

The timetable for classes can be found on the University web site at <http://www.timetables.mq.edu.au> It is advisable that students check the timetable web site **immediately** before scheduled classes because last minute changes to lecture and tutorial venue may be subject to change.

Technology used in the subject require students to use iLearn, power point, word processing and other relevant computer skills. Students will be required to access the case study question and submit their answer online. Further details about submission is discussed on iLearn and in lectures. Students must know their tutors name in order to submit the case study answer.

Students are required to attend and participate in lecture and tutorials. In order to satisfy the learning objectives of this subject students must attend at least 80% of tutorial classes, failure to satisfy the subject's criteria may result in reduced marks or fail result.

The following outlines the expectations and processes relating to the subject assessment criteria:

Quiz 1 - this is an in-tutorial class quiz, closed book and there is no supplementary available

Take Home Case Study - must be returned on the time and date set out in the unit outline. Late submissions will be subject to a 10% mark reduction for everyday that the assignment is late. For adverse circumstances such as sickness and misadventure, students are required to contact their tutor and formally submit a 'special consideration' form with supporting documentation. There is no supplementary or alternative re-submission options for this piece of assessment

Quiz 2 - this is an in-tutorial class quiz, closed book it is expected that students will organise themselves to attend this quiz - there is no supplementary available. Normal 'special consideration' form with supporting documentation is required if there are adverse circumstances that prevent a student from attending a tutorial class in order to sit this quiz.

Formal examination - this is an open book exam. Please see University Examination formal requirements for this piece of assessment. Note that student absence for travel purposes may not be considered under the rules as a criteria for granting supplementary or alternative examination. If a student misses the formal exam he or she must contact the relevant body preferably before the scheduled exam.

There have been no changes since the last offering of this unit.

Unit Schedule

- This subject is 3 hours face-to-face teaching per week consisting of 1 X 2 hour lecture and 1 X 1 hour tutorial
- The timetable for classes can be found on the University web site at <http://www.timetable.s.mq.edu.au> Students are advised to check lecture and tutorial location prior to start of semester, as class locations are sometimes subject to changes.

Staff Consultation Hours:

Julie Zetler - Monday 1-2pm or Tuesday 5-6pm in E4A room 528, or by arranged appointment - julie.zetler@mq.edu.au telephone 9850 7994

Christine Sinclair - Monday 11-12md in E4B room 104, or by arranged appointment christine.sincclair@mq.edu.au

Ben Connors - Tuesday 2-3pm in E4B room 104, or by arranged appointment ben.connors@mq.edu.au

Robin Woellner - Tuesday 7-8pm in E4B room 104, or by arranged appointment robin.woellner@mq.edu.au

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy <http://mq.edu.au/policy/docs/assessment/policy.html>

Grading Policy <http://mq.edu.au/policy/docs/grading/policy.html>

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit <http://informatics.mq.edu.au/help/>.

When using the University's IT, you must adhere to the [Acceptable Use Policy](#). The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- Understand how law are made and enforced in Australia
- Appreciate the difference between Australian Legal systems
- Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities
- Appreciate the legislation and case law that is relevant to HRL
- Critically assess and make judgments on the merits of legal arguments

Assessment tasks

- In class quiz
- Take home case study
- Reflective Journal
- 4. Final Examination

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative

in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

- Appreciate the difference between Australian Legal systems
- Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities
- Appreciate the legislation and case law that is relevant to HRL
- Critically assess and make judgments on the merits of legal arguments

Assessment tasks

- Take home case study
- 4. Final Examination

Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

Learning outcome

- Critically assess and make judgments on the merits of legal arguments

Assessment task

- Take home case study

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

Learning outcomes

- Understand the legal principles that apply to human resources contracts, tortious actions and their application to different business entities
- Critically assess and make judgments on the merits of legal arguments

Assessment tasks

- Take home case study
- 4. Final Examination

Research and Practice

This unit uses research by Julie Zetler:

? Julie Zetler, Rodney Bonello, *Essential Law, Ethics and Professional Issues in CAM* (2011, Federation Press.)

? Julie Zetler, 'Legal and Ethical Impact of Electronic Health Records on Privacy and Confidentiality' (Doctorate, Faculty of Law, University of Sydney, 2014)

? Julie Zetler, Verity Greenwood, 'Lost in Space: Impact of Sessional and Contract Employment on Academia' (February, 2010) East Asian Law Conference, Hong Kong.

? Julie Zetler, Verity Greenwood, 'Trapped in a Time Warp: Managing the Effects of Academic Workplace Changes' (July, 2010) Australasian Law Teachers Association (ALTA), Auckland New Zealand. ? Professor Robin Woellner, Professor Stephen Graw, Julie Zetler, 'Attitudes of University Taxation Studies to Ethical Issues (2009-2011) Research Project.

? Professor Robin Woellner, Julie Zetler, "Telemedicine and the Law-Some Emerging Issues in Australia" 2012, journal submission.

Robin Woellner, Julie Zetler, "Judge Not Lest Ye Be Judged - The Trials of a Model Litigant" *Journal of the Australian Law Teachers Association* (December 2013).

? Julie Zetler, "Baby Light my Fire: From Flirting to Predator: Misbehaving in the Workplace" (December 2010) Department of Business Seminar Paper, Faculty of Business and Economics.

This unit uses research from the following journals:

? Journal of Business Law

? Journal of Labour Law

? Journal of Human Resources

This unit gives you practice in applying research findings in your assignments

This unit gives you opportunities to conduct your own research.