

OAKLAND UNIVERSITY
ABA Paralegal Certificate Program

EMPLOYMENT LAW CEPL 25350
Course Syllabus (Rev7)

INSTRUCTOR

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Office Hours by Appointment

COURSE

This is course which is designed to provide students with an overview, working knowledge and practical tips regarding federal and state employment law.

TEXTBOOK

Employment Law New Challenges in the Business Environment, Sixth Edition, John Jude Moran, Pearson Publishing, ISBN 13:978-0-13-307522-9.

OBJECTIVES

A student who has successfully completed this course will be able to demonstrate: (1) an understanding of employment law terminology and legal concepts; (2) an ability to identify employment related legal issues; (3) an understanding of the formation and termination of the employment relationship; and (4) an understanding of federal and state laws and regulations that affect the employment relationship and work environment, including wages, employment benefits, discrimination, collective bargaining agreements and workplace safety.

CLASS

Class meets on Wednesday evenings from 6:30 p.m. to 9:30 p.m.

CLASS POLICIES/ATTENDANCE

- Assigned reading must be completed before each class. Students are expected to come to class prepared to fully participate in discussions and share questions related to the assigned topics. Class participation is highly encouraged.
- Assigned homework must be turned into the Instructor at the weekly class session following the assignment. Students must make arrangements with the Instructor to make up any missed assignments or risk losing credit for the assignment.
- The Instructor will review homework assignments with the class after the assignment has been graded and returned. Students will have the opportunity to ask questions and discuss any homework related matters in class or privately with the Instructor.

- Class cancellation. On occasion, it may be necessary to cancel class due to inclement weather or the Instructor's unavailability. If class is cancelled, students will be notified by the Oakland University Paralegal Program staff via their Oakland University email account.

GRADING

Students will be given 3 homework assignments consisting of drafting documents and short analytical essay questions. Homework assignments will each count as 10% each for a total of 30% toward the final grade. The Final Exam will count as 70% toward the final grade.

The grading system used by Oakland University's undergraduate program has been adopted by the Paralegal Certificate Program and is as follows: 4.0-3.6=A; 3.5-3.0=B; 2.9-2.0=C; 1.9-1.0=D; 1.0 or lower=Fail.

COURSE OUTLINE

<p>Week 1</p>	<p>Chapters 1, 2 and 3, <i>Moran</i> text, Employment Relationship, Selection, Testing</p> <p><u>Homework Assignment 1 Distributed.</u> <i>Students will be asked to draft an Employment Contract</i></p>
<p>Week 2</p>	<p>Chapters 7 and 9, <i>Moran</i> text, Civil Rights Act and Race Discrimination. <u>Supplemental Reading</u>: Title VII, Civil Rights Act of 1991, Michigan Elliott-Larsen Civil Rights Act (will be provided by Instructor on Week 1)</p> <p><u>Homework Assignment 1 Due</u></p>
<p>Week 3</p>	<p>Chapters 10, 11, 12, 13, <i>Moran</i> text, Sex Discrimination, Sexual Harassment, Pregnancy Discrimination, Sexual Orientation.</p> <p><u>Homework Assignment 2 Distributed.</u> <i>Students will be asked to answer and analyze short essay questions based on Week 2 and 3 materials</i></p>

<p>Week 4</p>	<p>Chapters 12, 14, 15, 17, <i>Moran</i> text, Family and Medical Leave, Religious Discrimination, Disability Discrimination. <u>Supplemental Reading</u>: Americans with Disabilities Act (as amended), Michigan Persons with Disabilities Civil Rights Act (will be provided by Instructor on Week 3).</p> <p><u>Homework Assignment 2 Due</u></p> <p><u>Homework Assignment 3 Distributed.</u> <u>Students will be asked to answer and analyze short essay questions based on Week 4 materials</u></p>
<p>Week 5</p>	<p>Chapters 16, 18, 19, <i>Moran</i> text, Age Discrimination, Unions and Collective Bargaining Agreements, Wage and Hour Regulation</p> <p><u>Homework Assignment 3 Due</u></p>
<p>Week 6</p>	<p>Chapters 20, 21, 22, <i>Moran</i> text, Occupational Safety and Health, Workers' Compensation, Employee Benefits</p>
<p>Week 7</p>	<p>Final Exam – Open Book</p>