

## **COURSE SYLLABUS**

- I.** University of the Incarnate Word. HRES 3330 Human Resources & the Law.
- II.** Catalog Description. This course focuses on the study of the legal aspects of human resource laws and how laws and court decisions impact today's key human resource functions. Among the themes that will be examined are the legal aspects of employee selection, promotion, supervision, compensation, and termination. The role of individual supervisors and managers in today's workplace is examined in relation to our legalistic environment.
- III.** HRES 3330 is an upper level course and should be taken by juniors and seniors only.
- IV.** Description of the course.
  - a. HRES 3330 provides students with a clear understanding of key human resources laws, topics and concepts, the opportunity to demonstrate their understanding of human resources laws, and the opportunity to develop skills important to the performance of employment activities.
  - b. Requirements essential to the course.
    - ii. One term paper.
    - iii. Two human resources articles related to HR Law presented to class.
    - iv. Three examinations.
  - c. Research tools essential to the course.
    - ii. Familiarity with, and access to, human resources publications.
    - iii. Internet.
- V.** Assessments
  - a. Graded Assignments. The format for the course consists of a number of graded assignments. Each has an assigned value, reflecting the approximate level of difficulty and the amount of time and effort required to complete an acceptable assignment. The points earned by a student depend on the relative quality of the completed assignment. Relative quality is measured in terms of adherence to instructions, clarity of the oral/written presentation, content accuracy and thoroughness, spelling and punctuation.
  - b. Participation, punctuality and attendance. Ten per cent of a student's grade will be based on the student's record

of attendance, punctuality, timeliness of assignment completion  
class participation, etc.

- c. Students must achieve a minimum of 70% of the possible points, earned through graded assignments and participation and attendance to successfully complete this course.

- VI.** Students successfully completing this course will be able to:
  - a. Define key concepts associated with human resources laws.
  - b. Apply their knowledge of HR legal concepts by analysis of available data and by application to contemporary issues and problem situations.
  - c. Think critically and communicate effectively complex issues.
  
- VII.** Assessments for each outcome.
  - a. Use of tests covering materials in the course texts, cases, exercises and lectures will serve to assess student knowledge of HR legal concepts (Outcome a), student ability to apply these concepts to new issues and problem situations (Outcome b), and the student ability to think critically (Outcome c).
  - b. Class discussion, oral presentations, and written assignments will serve to assess student ability to communicate effectively (Outcome c).
  
- VIII.** Disability Statement: The University provides support services for students with Disabilities. Any student who anticipates the need for assistance, support services, or reasonable accommodations related to disability should contact: Office of Disability Support Services, Administration Bldg 120, 805-5813.
  
- IX.** Academic Integrity. The University Code of Academic Integrity is located in the student handbook. A handbook is available in the Office of Student Services located in Marion Hall.
  
- X.** Approval Date of the Syllabus\_\_\_\_\_