



Academic Conduct:

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's *Code of Student Conduct*, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the university's *Code of Student Conduct* and this syllabus may constitute "academic misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the University, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, submitting the same or similar work for credit in more than one class, and possession of unauthorized materials during an examination. Ignorance of the University's *Code of Student Conduct* is never considered an "excuse" for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

If a student is suspected of, or reported to have committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to COAM. If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Disability Services:

Students with disabilities that have been certified by the Office for Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in The Office for Disability Services is located in 098 Baker Hall, 113 W. 12th Ave. VRS: 614-429-1334; <http://www.ods.ohio-state.edu/>.

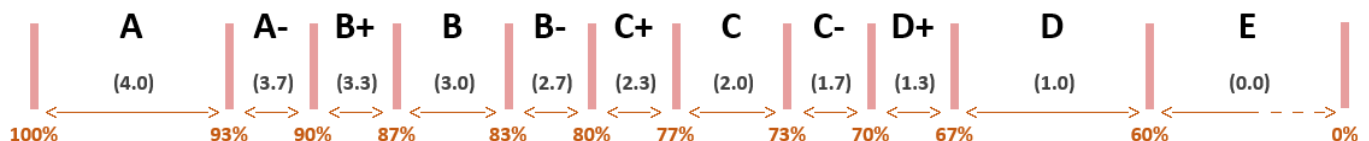
Mental Health:

Students may experience a range of issues that can create barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce the ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If a student is suffering from any of the aforementioned conditions, there is a broad range of confidential mental health services available on campus via the Office of Student Life Counseling and Consultation Services (CCS) by visiting ccs.osu.edu or calling 614-292-5766. CCS is located on the 4th Floor of the Younkin Success Center and 1030 Lincoln Tower, Cannon Drive. 24-hour emergency help is also available through the National 24/7 Prevention Hotline at 1-800-273-TALK or at suicidepreventionlifeline.org

Workload Expectation:

The university and college expectation is that students spend two hours outside of class for every hour spent in class. For example, for courses meeting 3 hours per week, you should expect to spend 6 hours per week outside of class on course-related work.

Grading Scale:





MHR 7305 Contemporary Employment Practices and the Law

Semester: Spring 1, 2018

Class Day/Time: Th 6:15-9:30 Room: GE 305

Instructor: Rebecca Jacobs

E-mail: jacobs.610@osu.edu or
jacobs.osu@gmail.com

Office Hours: by appointment, 614-937-8168

Course Overview:

As a required core course for the MHRM program, this course is designed for future human resources professionals. This course instructs students on the employment laws with which human resources professionals must be aware as well as how to apply the laws and best practices to various situations they will encounter.

Graded deliverables	% of Total	Type
In-class mid-term	30%	N ↑
Final examination	50%	N ↑
Group project	20%	C 🧑🏫

Graded Deliverable Types:

- Independent Work [N ↑]:** Strictly non-collaborative, original individual work. Discussions with instructor only. NO USE of GroupMe, LinkedIn and other forums.
- Collaboration-Required [C 🧑🏫]:** An explicit expectation for collaboration among students either in-class or outside (e.g. in group projects).
- Optional-Collaboration [O 🗨️]:** Original individual work/submissions; Students are permitted, but not required, to discuss among themselves.

Evaluation Criteria: Graded Components

(See remaining pages for Details/Due dates)

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Required Texts/Materials

No textbook. Instead, all required materials are accessible on Canvas. Class presentations, materials, study pages and questions, all items posted on Canvas, and any identified websites are fair game for exams.

Attendance Policy:

Any student who fails to attend without giving prior notification to the instructor will be dis-enrolled after the third instructional day of the term, the first Friday of the term, or the second scheduled class meeting of the course, whichever occurs first.

Participation Expectations:

Be prepared to discuss the assigned study pages and questions included with the materials. If no one volunteers, I will call on students to answer questions. This is a law class, after all. Please note that the study pages are not substitutes for the course materials.

Project Details: You will work in an assigned group to create and present a 10-15 minute training presentation (live or recorded) on an assigned topic relating to an assigned industry. Your group will be judged upon creativity, demonstration of knowledge of the legal aspects of the topic, and ability to educate others on the topic. Topics will be assigned on **January 11, 2018**, and the presentations/videos will be shown on **February 15, 2018**. Attendance on February 15 is mandatory even if your group submits a video. The group project grade constitutes 20% of your grade.

Quiz/Exam Details:

1. **Midterm Exam - 30% of grade.** The midterm is multiple choice and short answer (approx. 18 questions). The exam will generally involve a few fact patterns followed by questions which require you to apply what you have learned. The study pages will assist you in preparing for the format of the exam. All students will take the midterm on the scheduled date and place unless prior written arrangements have been made with me at least 7 calendar days in advance of the examination. Be prepared to provide documentation supporting the need for the rescheduled test date.
2. **Final Exam - 50% of grade.** The final is the same format as the midterm with approximately 30 questions. All students will take the final on the scheduled date unless prior written arrangements have been made with me at least 14 calendar days in advance of the examination. Be prepared to provide documentation supporting the need for the rescheduled test date.

Testing Policy:

There are no make-ups for exams. Missed exams will be recorded as a "0". Missed exams can only be made-up in extreme cases (e.g., death of family member, personal hospitalization, etc.) with proper documentation (e.g., a physician's note, ER paperwork, obituary, etc.). Each decision of potentially allowing a make-up exam is made by the instructor on a case-by-case basis. Additionally, you **MUST** contact the instructor at 614-937-8168 as soon as you know of a potential problem or conflict with an exam date. If you are experiencing an extreme situation or emergency, please attempt to notify the instructor (614-937-8168) ASAP.

Course Schedule: Spring 2018

Refer to the Canvas website for this class for each week's reading assignment.

Class 1 - January 11: Class orientation, assignment of group topics, basic legal overview, employment contracts, at-will employment, independent contractors, non-compete and non-solicitation contracts, promissory estoppel

Class 2 - January 18: Discrimination, retaliation and harassment

Class 3 - January 25: **Midterm (60 minutes, GE 305 6:15 PM)**, begin disability discrimination and accommodation

Class 4 - February 1: Finish disability and accommodation, begin FMLA and pregnancy

Class 5 - February 8: FMLA and pregnancy as necessary, wage and hour, investigations

Class 6 - February 15: Group presentations

Class 7 - February 22: Social media, privacy, USERRA, background checks, defamation and other miscellaneous topics.

February 26, 2018: Final exam, GE 305, 6:15 - 7:45 PM