COURSE INFORMATION FORM

DISCIPLINE  Paralegal Practice
COURSE TITLE  Employment Law
CR.HR  3.0 LECT HR  3.0 LAB HR  CLIN/INTERN HR. CLOCK HR. 

CATALOG DESCRIPTION
An introduction and overview of the legal relationship between employer and employee, management and labor, and the applicable federal and state laws and regulations.

PREREQUISITES
PARA 100

EXPECTED STUDENT OUTCOMES IN THE COURSE
Upon completion of this course, the student will be able to:

1. Explain the rights of employers and employees under state and federal laws.
2. Distinguish between the prosecution and defense of EEOC claims.
3. Describe the Americans With Disabilities Act and its operation within the employment arena.
4. Describe and demonstrate the Wages and Hours and Unemployment Compensation Claims process.
5. Review and create collective bargaining agreements.
6. State the law of unjust dismissal and outline the concept of employment at will.

GENERAL EDUCATION OUTCOMES (ESO)
Specify which general education outcomes, if any, are substantially addressed by the course. Numbers in parentheses identify the Expected Student Outcomes linked to the specific General Education Outcome.

Outcomes (ESO)

1. Communication
   B. Reading Skills
   2. Recognize patterns of organization transitions and relationships among ideas (1,2,3,4,6)
2. Critical Thinking
   B. Define, analyze, and evaluate information, materials and data
   3. Unambiguously define problems and issues (1,2,3,4,6)
3. Lifelong Learning
   C. Attributes of an Awareness of the Convergence of Knowledge
   3. Synthesize information to facilitate application (1,2,3,4,6)
PROGRAM-LEVEL OUTCOMES

CAREER AND TECHNICAL EDUCATION PROGRAM OUTCOMES
Specify which Career and Technical program outcomes, if any, are substantially addressed by the course by completing the “Career and Technical Education template” to show the relationship between course and program outcomes to assessment measures.

The student will demonstrate:

1. Possession of a broad knowledge of substantive and procedural law
   a. An understanding of the basic concepts of employment law (from both the employer and employees perspective) including employment at will
   b. A familiarity with specific employment law statutes including EEOC, Americans with Disabilities Act and wage and hour laws
2. An ability to communicate clearly and review, understand and draft basic employment related agreements

CLASS-LEVEL ASSESSMENT MEASURES
Student accomplishment of expected student outcomes will be assessed using the following measures. (Identify which measures are used to assess which outcomes.)

1. Examinations (Midterm & Final) (1, 2, 3, 4, 6)
2. Oral participation in class (1, 2, 3, 4, 5, 6)
3. Draft sample employment agreements (5)
COURSE OUTLINE FORM

DISCIPLINE: Paralegal Practice

COURSE TITLE: Employment Law

Individual instructors may order this outline as fits the needs of their individual courses. In addition, they may place more emphasis on some areas than on others. What is assured is that this particular list is covered in the course. Other topics may be added to a course as the instructor sees fit, and as time and interest allow. An *asterisk can be used to mark an item as optional.

I. Common law concepts of employment
   A. Master/servant concepts
   B. Employer liability for acts of employees

II. State and federal laws regulating the relationship between employers and employees

III. EEOC Claims
   A. Prosecuting
   B. Defending

IV. Administrative law issues

V. American With Disabilities Act and its operation within the employment arena
   A. Reasonable accommodations
   B. Defenses

VI. Wages and Hours and Unemployment Compensation Claims process

VII. Collective bargaining agreements
   A. Union elections
   B. Certifying and de-certifying unions

VIII. “Right to work” state law
   A. Union contracts
   B. Non-union environments

IX. The law of unjust dismissal
   A. “Whistle-blowers”
   B. Rights of “whistle blowers”

X. Employment at Will
   A. Definition of Employee at Will
   B. Ramification of for this type of employee
   C. Other types of employment status

XI. Missouri and Kansas employment law
   A. Wages and hours issues
   B. Unemployment compensation issues
   C. EEO venues
   D. ADA
   E. Collective bargaining agreements
   F. Employment at will issues