

## COURSE SPECIFICATION DOCUMENT

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| <b>Academic School / Department:</b> | Richmond Business School                             |
| <b>Programme:</b>                    | Business Management: Human Resource Management       |
| <b>FHEQ Level</b>                    | 5  |
| <b>Course Title:</b>                 | Employment Law for Managers                          |
| <b>Course Code:</b>                  | MGT 5201   |
| <b>Student Engagement Hours:</b>     | 120  |
| Lectures:                            | 30   |
| Seminar / Tutorials:                 | 15   |
| Independent / Guided Learning:       | 75   |
| <b>Credits:</b>                      | 12 UK CATS credits<br>6 ECTS credits<br>3 US credits |

### **Course Description:**

This course concentrates on the legal aspects of employment. Following the employment cycle, from recruitment to termination of employment, the course is designed to equip a future manager or human resources specialist with the essential legal understanding of parameters and tools in the employment contract. This subject will also pose challenges to the business manager to reflect on the societal advancement in this field beyond the legal requirements and consider aspects such as diversity, inclusion, place and time of work which go beyond the legal contract of employment. The course also focuses on the new competitive scenario for workforce where technological factors have disrupted the traditional employment relationship and create a new question on employment law. Fundamentally based on English Law, the topics covered in this course are developed from a conceptual standpoint that can be applied internationally. Therefore, aspects of comparative employment law are included

### **Prerequisites:**

MGT 4100 Introduction to Management

**Aims and Objectives:**

Students will obtain an in depth understanding of the legal aspects of employment and the respective rights and obligations that arise from this relationship. The course exposes students to, aspects such as employee ethics, whistleblowing, managing diversity and inclusion, and well-being. The course aims to nurture the understanding that employees are viewed as a key stakeholder whose objectives should be aligned to those of the organisation on which they work. This course aims at a holistic approach to understand the development of desired practice within the Corporate Social Responsibility framework with the inclusion of Ethics codes, and responsibility both by the manager and employee.

**Programme Outcomes:**

BusMgt HR: A1-5, B2, B5, C1, C2, D1, D4

A detailed list of the programme outcomes is found in the Programme Specification. This is maintained by Registry and located at: <http://www.richmond.ac.uk/programme-and-course-specifications/>

**Learning Outcomes:**

Upon completion of this course, a successful student should be able to:

**Knowledge and Understanding**

- Understand the role of employees in the organisations and their legal engagement through an employment contract. A further knowledge of the elements of the contract and its formation needs to be understood in order to be distinguished from other type of relationships.
- To develop an understanding of the legal approach to the employment relationship and its role on the objectives of the business enterprise. A deep understanding of the employment cycle from a legal perspective from recruitment to termination and including working conditions, health and safety, promotion and training.
- The role of both manager and HR professionals in the development of the human resources management from a legal perspective. A further understanding of the shared responsibility for the human resources function within a global perspective is required.
- An understanding of the mission and vision of the organisation and how that translates into ethical and well-being aspects beyond the minimum standards set-up by the law regarding the employment relationship.
- Critical knowledge of the effects that the approach to legal and ethical aspects of the employment relationship have on the organisation's culture and communication to the rest of the stakeholders.

### Cognitive Skills

- Critical stance on the existing strictly legal approach to the employment relationship with understanding of the contextual changes in recent times and the adaptations that those require (new challenges posed by the inclusion of technological and sustainable elements).
- Be able to adopt a differentiated stance to the employment relationship within each type of business depending on its size, sector and geographical location including global delocalised businesses.
- Apply ideas and knowledge to a range of business situations where alignment between the employee's objectives as stakeholder and the organisation are considered. I
- Inclusion of a holistic approach beyond the legal minimum requirements should be considered.

### Practical and/or Professional Skills

- Critically analyse and evaluate situations within the human resources area both from a legal and ethical/holistic perspective to determine the most adequate course of action.
- Develop an ability to apply to human resource management situations a variety of different legal/holistic models to enhance future professional development.

### Key Skills

- Effective oral and written communication skills in a range of traditional and electronic media to argue in an articulate manner the standard or otherwise modified elements to be included in the employment relationship within different geographical and sectorial contexts.
- Project management skills that a Human Resources manager require during the employment cycle to combine in a cost-effective manner the employer and employee's objectives in an aligned manner to enhance the aims of the enterprise.

### Indicative Content:

- The concept and formation of employment contract. Key elements of the employment contract together with main terms of the contract and the duties of the employer and the employee.
- Recruitment and selection of employees including types of contracts and probation. Taking a step further beyond recruitment; onboarding, training and promotion.
- Elements of pay and review, appraisals and data protection.
- Discrimination and protected characteristics. Managing diversity and inclusion beyond legal requirements.
- Health and Safety at work. Employment well-being and current practices on this area.
- Termination of the employment contract: Fair and unfair dismissal, constructive dismissal, redundancy. Solving employment disputes: an alternative dispute resolution approach – conciliation and mediation.
- Trade union and labour relationships
- Employment ethics: Employees as stakeholders

### Assessment:

This course conforms to the University Assessment Norms approved at Academic Board and located at: <https://www.richmond.ac.uk/university-policies/>

**Teaching Methodology:**

This course conducts an effective and flexible teaching approach in accordance with students' learning progress throughout the semester. Weekly lectures will be engaged to demonstrate essential, sufficient and structured information of each topic. Seminars will be scheduled for group discussions/presentations which are relevant to weekly topics. Students are strongly encouraged to complete the assigned readings ahead of lectures and preview group exercises ahead of seminars.

**Indicative Text(s):**

Bennett, T., Fisher, V. and Saundry, R. (2020). Managing employment relations. London; New York, Ny ; New Delhi, India Cipd.

Collis, J. and Hussey, R., 2021. Business Research: A Practical Guide for Students

Cabrelli, D. (2020). LAW EXPRESS: employment law. S.L.: Pearson Education Limited.

Cabrelli, D. (2020). Employment Law in Context. S.L.: Oxford Univ Press.

David Balaban Lewis and Sargeant, M. (2020). Employment Law: the essentials. London: Kogan Page Ltd.

Ochoa, P. Wellbeing For Sustainability In The Global Workplace. (2020). S.L.: Routledge.

Jawad Syed and Mustafa Özbilgin (2020). Managing diversity and inclusion: an international perspective. London ; Thousand Oaks, California: Sage Publications.

Aditya Jain (2018). Managing health, safety and well-being: ethics, responsibility and sustainability. Dordrecht, The Netherlands: Springer.

Hesketh, I. and Cooper, C.L. (2019). Wellbeing at work: how to design, implement and evaluate an effective strategy. London: Koganpage.

Halbert, T. and Ingulli, E. (2018). Law & ethics in the business environment. Boston, Ma, USA: Cengage Learning Inc

**Journals:**

Economist

Financial Times

Wall street Journal

Human Resource Management

Gender, Work and Organization;

British Journal of Industrial Relations and International Labour Review:

Harvard Business Review

**Websites:**

FT [www.ft.com](http://www.ft.com)

The European Union's official web portal : <http://europa.eu>

BBC News: <http://news.bbc.co.uk/>

CNN News: <http://us.cnn.com/>

- The Economist: <http://www.economist.com/>

See syllabus for complete reading list

**Change Log for this CSD:**

| Nature of Change                                   | Date Approved & Approval Body (School or AB) | Change Actioned by Academic Registry |
|--|--|--------------------------------------|
| Various updates as part of the UG programme review | AB JAN 2022                                  |                                      |
| Revision – annual update                           | May 2023                                     |                                      |
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