# Class Information

**Benedictine University**  
**MBA_MGMT 633 A - Legal Issues in the Workplace**  
**Late Summer 2016**  
**Weekend Format**  
**Classroom: Refer to MyBenU**

## Meeting Times
- **Friday, September 9th**: 6:30-9:30 PM  
- **Saturday & Sunday, September 10th & 11th**: 9:00 AM – 4:00 PM  
- **Friday, September 23rd**: 6:30-9:30 PM  
- **Saturday & Sunday, September 24th & 25th**: 9:00 AM – 4:00 PM

## Course Prerequisite
- MGMT 530

## Instructor Information
- **Ethan Zelizer**  
  Email: ethan@hrlawcounsel.com  
  Office Hours by Appointment

## Course Objectives
Participants will learn the current state of the law and practice that is required of Human Resource Departments in the State of Illinois.

## Class Overview & Grading
Participants will be studying practical and legal considerations, the hiring process and related issues, government contractors’ compliance with federal nondiscrimination, affirmative action, and drug free workplace requirements, employment agreements and employee handbooks, antidiscrimination and harassment policies and training, personnel records, posting of notices, wage and hour issues, child labor laws, discipline and termination issues, reduction in force, union considerations and compliance with NLRA, independent contractors and other non-employees.

Grading: will be based on case study research, class participation, preparation, completion and presentation of assignments, and final project.

## Required Text
- Illinois Institute of Continuing Legal Education. *Conducting the Employment Practices Audit*, 2015 Edition. **Text must be ordered directly from Institute of Continuing Legal Education (IICLE).**

Please see ordering information below.

## Important Reminders
- Students are expected to check the class Desire2Learn (D2L) site prior to the first night of class and on an on-going basis.

## Pre-Class Assignment
- a) Read and be familiar with Chapters One and Two for review and discussion
- b) For the case study portion of this class, you will be required to familiarize yourself and utilize the library resources on the internet, or in-house/library computer, specifically LexisNexis Academic – Legal Searches – State Codes and Cases – Source, Illinois.
July 6, 2016

TO:  Students Enrolled in Benedictine University

FROM:  Amy McFadden, Director of Publications

This course requires the use of IICLE® Conducting the Employment Practices 2015 Edition.

To purchase a one-time group discount price of $39.75 for the e-book, or to purchase the handbook of $159 at a 50% discount, use the code – BENCOND50.

Please use our web link to purchase online http://www.iicle.com/.