

**PJSC "Higher Education Institution" INTERREGIONAL ACADEMY OF
PERSONNEL MANAGEMENT"**

Danube branch



SYLLABUS

of the academic discipline (selective)

FUNDAMENTALS OF LABOR LAW

Specialty **D3 Management**

Educational level: **First (bachelor's) level**

Educational program: **Management**

General information about the academic discipline

Name of the discipline	Fundamentals of Labor Law
Code and name of specialty	D3 Management
Level of higher education	First (bachelor's) level
Discipline status	Selective
Number of credits and hours	3 credits / 90 hours. Lectures: 16 Seminars/practical classes: 14 Students' independent work : 60
Terms of study of the discipline	6 semester
Language of instruction	Ukrainian
Type of final control	Pass/fail (credit)

General information about the teacher. Contact information.

Fedoseyev Petro Mikhailovich	
Academic degree	PhD in Law
Position	Associate Professor of the Department of Law
Areas of scientific research	Civil law and civil procedural regulation of private law relations, judicial protection of civil rights and legitimate interests, drafting of procedural documents, legal regulation of intellectual property, legal foundations of managerial and entrepreneurial activity, labor law issues, modern national and international mechanisms for the protection of human rights and freedoms, formation of civil society values.
Links to the registers of identifiers for scientists	ORCID: 0009-0004-9424-7430
Contact information:	
E-mail:	pravokafedrapf@gmail.com
Contact phone number	+38067-406-20-49
Instructor's portfolio on the website	https://izmail.maup.com.ua/assets/files/fedoseev-portfolio-a.pdf

Discipline's description.

The selective educational component "Fundamentals of Labor Law" is aimed at forming a systematic understanding of the legal foundations of labor relations regulation and their importance for effective personnel management among students of the specialty "Management". The course is focused on combining the theoretical provisions of labor law with the practical needs of management activities and personnel policy of the enterprise.

The content of the course covers the main institutes of labor law, in particular the concept and principles of labor law, sources of legal regulation of labor, the legal status of subjects of labor relations, the procedure for the occurrence, change and termination of labor relations. Considerable attention is paid to the issues of legal regulation of employment,

conclusion and performance of an employment contract, collective bargaining regulation, working hours and rest time, remuneration, guarantee and compensation payments.

A special place in the course is occupied by the legal principles of labor discipline, material responsibility of the parties to labor relations, labor protection, vocational training and advanced training of employees. The course also reveals the mechanisms for resolving labor disputes, supervision and control over compliance with labor legislation.

The subject of the discipline "Fundamentals of Labor Law" is labor and related legal relations arising in the process of exercising the right to work, organization and management of labor activity, as well as legal mechanisms for regulating interaction between an employee and an employer.

The subject of the course covers the norms and institutions of labor law, which determine the procedure for the origination, change and termination of labor relations, the legal status of their subjects, working conditions, working hours and rest time, remuneration, labor discipline, material liability of the parties, labor protection, collective bargaining regulation, resolution of labor disputes, as well as supervision and control over compliance with labor legislation, taking into account the needs of management and personnel practice.

The aim of the discipline "Fundamentals of Labor Law" is the formation of systematic knowledge of the legal principles of labor relations regulation and the development of the ability to apply the norms of labor legislation in the process of personnel management in order to ensure legality, social justice and effective organization of labor.

The objectives of the discipline are to form a holistic idea of the system of labor law and its place in the legal support of personnel management, to get acquainted with the basic principles, sources and institutions of labor legislation, to disclose the legal status of subjects of labor relations and the peculiarities of their interaction, to form knowledge about the procedure for the occurrence, change and termination of labor relations, working conditions, working hours and rest time, remuneration and guarantee and compensation payments.

The objectives of the course are also to develop students' ability to apply the norms of labor law in the practice of personnel management, the formation of skills for lawful resolution of labor discipline, material liability and labor protection, familiarization with the mechanisms of collective bargaining regulation, resolution of labor disputes, supervision and control over compliance with labor legislation.

As a result of studying the selective educational component "Fundamentals of Labor Law", applicants must:

Know:

- the essence and place of labor law in the system of national law and its importance for personnel management;
- basic principles and sources of labor law;
- legal status of subjects of labor relations, their rights and obligations;
- the procedure for the origination, change and termination of labor relations;
- legal basis for employment and conclusion of an employment contract;
- legal regulation of working hours and rest time;

- remuneration system, guarantee and compensation payments;
- legal basis of labor discipline and material liability of the parties to labor relations;
- legal foundations of labor protection, vocational training and advanced training of employees;
- mechanisms for resolving labor disputes, supervision and control over compliance with labor legislation;

Be able to:

- evaluate employment contracts and other personnel documents;
- to make lawful managerial decisions regarding the organization of labor, working hours and remuneration;
- ensure compliance with labor discipline and labor protection requirements;
- determine the grounds and scope of material liability of the parties to labor relations;
- to prevent the occurrence of labor disputes and apply legal mechanisms for their resolution;
- to use national and international labor standards in the manager's professional activities.

Prerequisites for the discipline. The study of the discipline is based on the knowledge and competencies obtained during the mastering of the following mandatory components: "Jurisprudence", "Management", "Enterprise Economics", "Psychology" and "Self-Management".

Post-requisites for the discipline. The results of studying the educational component "Fundamentals of Labor Law" are used by applicants when mastering the disciplines "Fundamentals of Business Management", "Motivational Management" and "Logistics Management", in particular in terms of legal regulation of working hours, remuneration and responsibility of the parties. The acquired knowledge is the basis for pre-graduation practice and preparation of the bachelor's qualification work, where students analyze the legal aspects of personnel management, evaluate legal risks of personnel decisions, develop drafts of internal local acts (collective agreements, internal regulations) and form recommendations for ensuring a socially responsible policy of the enterprise.

The acquired competencies are used in the future professional activities of graduates in the specialty "Management" during the performance of personnel administration functions, organization of hiring and dismissal processes, ensuring compliance with labor discipline and labor protection standards. The acquired skills allow you to effectively interact with trade unions and state supervision bodies, professionally settle individual and collective labor disputes, as well as ensure the legal security of business by minimizing the risks of violation of labor legislation in a dynamic market environment

Content of the academic discipline

№	Topic name	Teaching Methods/Assessment Methods
Content module 1. Legal regulation of labor relations and personnel management		<p>Teaching methods: – the educational process is based on a combination of lectures and practical forms of education. Lectures are held in the format of review and problem lectures, as well as visualization lectures. Practical classes are implemented in the form of seminars-discussions, which provide for the discussion of legal situations in the field of labor relations at enterprises; – for the formation of applied and professional competencies, interactive teaching methods are used, in particular, case study analysis, brainstorming, work in small groups, modeling situations, as well as the performance of individual and group tasks within the framework of independent work of students, aimed at evaluating labor relations and choosing optimal legal solutions.</p> <p>Assessment methods Assessment is carried out according to the cumulative system and includes:</p> <ul style="list-style-type: none"> - current control: oral questioning, express testing, solving situational problems and defense of individual tasks; - modular control: written modular control work (MCR) after the completion of the content block; - Final control: test (written work with theoretical tasks).
Topic 1	Labor Law as a Legal Basis for Personnel Management	
Topic 2	Subjects and legal relations in the field of labor law in the activities of a manager	
Topic 3	Legal regulation of employment and conclusion of an employment contract	
Topic 4	Collective-contractual regulation of labor relations at the enterprise	
Topic 5	Working hours, rest time and remuneration as elements of personnel management	
Topic 6	Labor discipline and material liability of the parties to labor relations	
Topic 7	Legal support of labor protection, vocational training and personnel development	
Topic 8	Labor disputes, supervision and control over compliance with labor legislation	
Module Assessment Task		
Final assessment: pass/fail (credit)		

Technical Equipment and Software.

Material and technical support of the educational process in the discipline "Fundamentals of Labor Law" provides for the use of classrooms equipped with modern technical means of education, as well as access to library funds, including electronic information resources necessary for the processing of regulations and educational and methodological materials.

Multimedia equipment is used to visualize educational material during lectures, practical and seminar classes, including personal computers, multimedia projectors and information display tools. Performance of practical and independent tasks, preparation for seminars, analysis of regulations and judicial practice are provided by access to the Internet, in particular through wireless Wi-Fi coverage, as well as the use of official electronic legal resources and educational platforms.

Forms and methods of assessment.

The system of assessment of applicants' knowledge includes current and final (semester) control.

Current assessment is carried out systematically during practical and seminar classes in order to check the level of assimilation of theoretical foundations, the formation of diagnostic and forecasting skills, as well as the ability to use specialized software for modeling and data analysis.

Forms of student participation in the educational process that are subject to ongoing control.

Students' participation in the educational process is realized through oral presentations, research presentations, reports based on the results of case studies, as well as active involvement in professional discussions and brainstorming. The written component of the work includes the performance of control and test tasks, the preparation of essays and notes based on the materials of lectures and independent study.

Methods of ongoing assessment include: The methodological toolkit of current control in the discipline "Fundamentals of Labor Law" combines oral and written forms of assessment and is aimed at checking the level of assimilation of theoretical knowledge and the formation of practical skills in the application of labor law norms in managerial activities.

Oral control is carried out in the form of frontal and individual surveys, interviews, as well as active participation of higher education students in seminar discussions, discussions, solving educational and practical situations, reasoned justification of their own position in accordance with the topic of the educational component.

Written types of work provide for the performance of individual and group tasks, the preparation of short written answers, the application of regulations and judicial practice, the performance of situational (case) tasks, as well as the preparation of written justifications for decisions made in accordance with the subject of the educational component.

Assessment is also carried out on the basis of observation of the educational activity of applicants when solving cases, checking the results of presentations of individual or group tasks, as well as conducting express testing using open and closed tasks.

Grading system and requirements.

Table of distribution of points received by students*

Topics	Ongoing knowledge assessment						Final control		Total points
	Seminar 1 (Topic 1,2)	Seminar 2 (Topic 3,4)	Seminar 3 (Topic 5)	Seminar 4 (Topic 6)	Seminar 5 (Topic 7)	Seminar 6 (Topic 8)	Module assessment task	Pass /Fail	
Work in a seminar class	6	6	6	6	6	6	20	20*	100
Independent work	4	4	4	4	4	4			

*The table contains information about the maximum points for each type of academic work of a higher education applicant.

Assessment Criteria and Procedure

Assessment of students' educational achievements is carried out in accordance with the current Regulations on Assessment in a Higher Education Institution.

Modular Assessment. Modular Assessment (MA) is carried out at the final lesson of the content module in the form of written testing.

When evaluating the unit test, the volume and correctness of the tasks are taken into account:

- the grade "excellent" (A) is given for the correct completion of all tasks (or more than 90% of all tasks);
- a grade of "good" (B) is given for the completion of 80% of all tasks;
- a grade of "good" (C) is given for the completion of 70% of all tasks;
- the grade "satisfactory" (D) is given for the correct completion of 60% of the proposed tasks;
- the grade "satisfactory" (E) is given if more than 50% of the proposed tasks are correctly completed;
- "Unsatisfactory" (FX) grade is given if less than 50% of the tasks are completed.

Failure to appear for the unit test - 0 points.

The above scores are converted into rating points as follows:

"A" - 18-20 points;

"B" - 16-17 points;

"C" - 14-15 points;

"D" - 12-13 points.

"E" - 10-11 points;

"FX" - less than 10 points.

The final semester assessment in the discipline "Fundamentals of Labor Law" is a mandatory form of assessment of students' learning outcomes. It is carried out within the terms determined by the curriculum and covers the amount of material determined by the course program.

The final assessment is carried out in the form of a test. A student who has completed all the necessary work is admitted to the semester assessment.

The final grade is given based on the student's learning outcomes during the semester. The student's assessment consists of points accumulated from the results of the current assessment and incentive points.

Students who have completed all the required tasks and received a score of 60 points or higher receive a grade corresponding to the grade received, without additional testing.

For students who have completed all the necessary tasks, but received a score below 60 points, as well as for those who want to improve their score (result), the teacher conducts the final work in the form of a test during the last scheduled lesson in the discipline in the academic semester.

Evaluation of Additional (Individual) Educational Activities

Additional (individual) types of educational activities include the participation of applicants in the work of scientific conferences, scientific circles of applicants and problem

groups, preparation of publications, participation in All-Ukrainian Olympiads and competitions and International competitions, etc., in excess of the scope of tasks that are established by the relevant work program of the academic discipline.

By the decision of the department, students who participated in research work and performed certain types of additional (individual) types of educational activities can be awarded incentive (bonus) points for a certain educational component.

Assessment of independent work (Maximum — 4 points)

The total number of points received by a student for independent work is one of the components of academic success in the discipline. Independent work on each topic, according to the course program, is evaluated in the range from 0 to 4 points using standardized and generalized criteria for assessing knowledge.

Scale for evaluating the performance of independent work (individual tasks)

Maximum possible assessment of independent work (individual tasks)	Execution level			
	Excellent	Good	Satisfactory	Unsatisfactory
4	4	3	1-2	0

Forms of assessment include: current assessment of students' educational activities during practical (seminar) classes, in particular, checking the assimilation of theoretical material based on oral answers, participation in discussions, preparation of reports, messages and presentations.

Assessment also involves the performance of individual and group tasks, solving situational cases, preparing written works on topics of independent study, summarizing educational material and formulating conclusions.

Control of the level of assimilation of educational material is carried out by testing, performing written tests, as well as in the form of final control. The preparation of educational and scientific materials (abstracts, short reviews, etc.) is encouraged, which contributes to the development of skills for independent educational and professional activity.

To assess the learning outcomes of a higher education applicant during the semester, a 100-point, national and ECTS assessment scale is used.

Summary assessment scale: national and ECTS

Total points for all types of learning activities	ECTS assessment	National scale assessment	
		for exam, course project (work), internship	For pass/fail (credit)
90 – 100	A	excellent	pass
82 – 89	B	good	
75 – 81	C		
68 – 74	D	satisfactorily	
60 – 67	E		
35 – 59	FX	unsatisfactory with the possibility of	fail unsatisfactory with the

		reassembly	possibility of retaking
0 – 34	F	unsatisfactory with mandatory re-study of the discipline	fail with mandatory re-study of the discipline

Discipline's Policy

Successful mastering of the elective component "Fundamentals of Labor Law" requires high self-discipline and a responsible attitude to the educational process from students. Mandatory conditions are regular attendance of lectures, seminars and practical classes, active participation in classroom work, as well as timely and high-quality performance of all types of independent and control tasks provided for by the program. In case of missing classes or obtaining unsatisfactory results, the student is obliged to liquidate academic debt by working out the relevant topics.

An integral part of education is strict adherence to the norms of academic ethics and culture of behavior. The educational process is based on the principles of academic integrity, which involves the exclusive independent performance of all written works, reports and presentations. Any borrowings of thoughts or texts of other authors should be accompanied by correct references to primary sources. Within the course of the course, any manifestations of academic dishonesty are unacceptable, including plagiarism, self-plagiarism, fabrication and falsification of data, cheating, deception, bribery or biased evaluation.

Recommended sources of information

Basic literature:

1. Constitution of Ukraine dated 28.06.1996 No. 254k/96-VR. URL: <http://zakon2.rada.gov.ua/laws/show/254%D0%BA/96-%D0%B2%D1%80>
2. Code of Ukraine on Administrative Offenses of 07.12.1984 No. 8073-X. URL: <http://rada.gov.ua/laws/show/80731-10>
3. Code of Labor Laws of Ukraine dated 10.12.1971 No. 322-VIII. URL: <https://zakon.rada.gov.ua/laws/show/322-08>
4. On vacations: Law of Ukraine of 15.11.1996 No. 504/96-VR. URL: <https://zakon.rada.gov.ua/laws/show/504/96-%D0%B2%D1%80>
5. On State Social Assistance to Disabled Persons from Childhood and Disabled Children: Law of Ukraine of 16.11.2000 No. 2109-III. URL: <https://zakon.rada.gov.ua/laws/show/2109-14>
6. On employment of the population: Law of Ukraine of 05.07.2012. URL: <https://zakon.rada.gov.ua/laws/show/5067-17>
7. On non-state pension provision: Law of Ukraine dated 09.07.2003 No. 1057-IV. URL: <https://zakon.rada.gov.ua/laws/show/1057-15>
8. On the basics of social protection of disabled people in Ukraine: Law of Ukraine of 21.03.1991 No. 875-XII. URL: <https://zakon.rada.gov.ua/laws/show/875-12>

Additional literature:

1. Butynska R. Y. Labor Law of Ukraine: A Textbook / R. Y. Butynska, N. P. Mokritska. Lviv: Galician Publishing Union, 2022. 312 p.
2. Venediktov S. V. Labor Law of Ukraine: Textbook. 2nd ed., reworked. and additional. Kyiv: Dia, 2024. 228 p.

3. Labor Law of Ukraine: Textbook (edited by Prof. O. M. Yaroshenko). Kharkiv: Vyd-vo 2022. 376 p.
4. Labor Law of Ukraine: Textbook / V.I. Shcherbyna, D.I. Sirokha, A.M. Sotsky. 2nd ed., reworked and supplemented. Kyiv, 2025. 523 p.
5. Chanysheva G. I. Labor Law of Ukraine: Educational and Methodological Manual / G. I. Chanysheva. Odesa: Phoenix, 2022. 282 p.

Additional literature:

1. Content of the constitutional right to proper, safe and healthy working conditions in modern conditions: theoretical and applied essay: monograph / ed. by prof. O.M. Yaroshenko. Kharkiv: Yurait, 2021. 248 p.
2. Konopeltseva O.O. State of health of an employee as a basis for termination of an employment contract at the initiative of the employer. Problems of legality. 2020. № 149. Pp. 80-91.
3. Krasyuk T.V. Peculiarities of Legal Regulation of Freelancers' Labor in Ukraine. Comparative and Analytical Law: Electrical Sciences. 2020. № 4. Pp. 358-364.
4. Nazarov D.V., Sharov E.V. Ensuring judicial protection of labor rights and legitimate interests of workers in the conditions of martial law. Legal Scientific Electronic Journal. №12. 2023. Pp. 175–178
5. Nazarov D.V., Fedoseev P.M., Bazhak A.S. Material Responsibility of the Parties to Labor Legal Relations, Its Difference from the Property Responsibility of the Parties to Civil Legal Relations. Abstracts of XIII International Scientific and Practical Conference «Modern ways of development of science and the latest theories», December 11-13, 2023, Madrid, Spain. pp. 148–151
6. Basic principles of legal regulation of remuneration in Ukraine aurea mediocritac. Yaroshenko O. M., Inshyna M. I., Zhigalkina I. P., Dovbysh K. K., Pikul V. P., Dzhura Kh. Y. Yurait Publishing House, monograph. 2020. 204 p.
7. Termination of the employment contract in the case of non-compliance of the employee with the position held or the work performed: actual issues of legal theory and practice: monograph. / ed. by O.M. Yaroshenko, M.I. Inshin, I.P., Zhigalkina, K.M. Plesneva. Kharkiv: Yurait Publishing House, 2020. 196 p.
8. Conclusion of a labor contract under the legislation of Ukraine and certain foreign countries. Phoenix. 2018. 202 p.
9. Yaroshenko O. M., Vapniarchuk B.V. On the essence of the concept of "working time" and its characteristic features. Scientific Bulletin of the Kherson State University. Series "Legal Sciences", 2018. 1. T. 1. Pp. 126-129.
10. Yaroshenko O.M. Unjustified refusal to employ: concept, essence, legal consequences. Problems of legality. 2019. Vol. 144. Pp. 71-80.

Information resources:

1. Official website of the Verkhovna Rada of Ukraine <https://www.rada.gov.ua/>
2. Official website of the Cabinet of Ministers of Ukraine <https://www.kmu.gov.ua/>
3. Official website of the Supreme Court <https://supreme.court.gov.ua/supreme>
4. Unified State Register of Court Decisions <http://www.reyestr.court.gov.ua/>

5. National Library of Ukraine named after V. I. Vernadsky <http://www.nbuv.gov.ua>