

MCLE

This course has been approved for Minimum Continuing Legal Education credit by the State Bar of Texas Committee on MCLE in the amount of 6.50 hours, of which 0.00 credit hours will apply to legal ethics/professional responsibility credit.

AUSTIN

September 15, 2006

CONFERENCE LOCATION



Hyatt Regency on Town Lake

208 Barton Springs

Austin, TX 78704

1-800-233-1234

Room Rate: \$129 (subject to availability)


good through **August 21, 2006**

Parking: \$5 self-parking
(subject to change)

SAN ANTONIO

September 21, 2006

CONFERENCE LOCATION



El Tropicano Hotel

110 Lexington Avenue

San Antonio, TX 78205

210-223-9461

Room Rate: \$127 (subject to availability)

good through **August 21, 2006**

Parking: \$8 self-parking
(subject to change)

HOUSTON

September 29, 2006

CONFERENCE LOCATION



Doubletree Hotel Downtown

400 Dallas Street

Houston, TX 77002

713-759-0202

Room Rate: \$149 (subject to availability)

good through **August 28, 2006**

Parking: \$5 self-parking
(subject to change)

DALLAS

October 12, 2006

CONFERENCE LOCATION



Belo Mansion

2101 Ross Avenue

Dallas, TX 75201

214-220-0239

Parking: \$8 (self-parking lots also

available in close proximity)

Nearby accommodations:

The Fairmont, 214-720-5290

Westin City Center Dallas, 214-979-9000

Essential Employment Law Course Book:

*The Definitive Resource Guide for
Employment Lawyers and HR Professionals*

Only \$125 — See order form.

(The course book is automatically provided to conference registrants.)

NON-PROFIT-ORG
U.S. Postage Paid
The University of Texas
School of Law

ONE DAY/FOUR CITIES
ESSENTIAL EMPLOYMENT LAW: THE SHORT COURSE 2006
AUSTIN • SAN ANTONIO • HOUSTON • DALLAS

UTCLE

THE UNIVERSITY OF TEXAS AT AUSTIN

THE UNIVERSITY OF TEXAS SCHOOL OF LAW

P.O. Box 7759 • Austin, TX 78713-7759

This program is not printed or mailed at state expense.

E-mail us at
utcle@law.utexas.edu
or call us at
512-475-6700
for more information

UTCLE

The University of Texas School of Law

Essential Employment Law

The Short Course 2006

Earn up to 6.50 Hours of Credit



One-Day Course • Four Cities

September 15, 2006 • Hyatt Regency on Town Lake • Austin

September 21, 2006 • El Tropicano Hotel • San Antonio

September 29, 2006 • Doubletree Hotel Downtown • Houston

October 12, 2006 • Belo Mansion • Dallas

ESSENTIAL EMPLOYMENT LAW: THE SHORT COURSE 2006

September 15, 2006 • Hyatt Regency on Town Lake • Austin
September 21, 2006 • El Tropicano Hotel • San Antonio
September 29, 2006 • Doubletree Hotel Downtown • Houston
October 12, 2006 • Belo Mansion • Dallas

About the Seminar

Essential Employment Law is designed to provide an overview and update of employment law in Texas in a focused one-day program taught by an accomplished and engaging faculty. Employment “at will,” discrimination issues, sexual harassment, wage and hour violations, retaliation — it’s all here, in a single day. The focus is practical, with detailed written materials, forms, sample employment contracts, handbook recommendations, and examples. Ideal for corporate counsel, HR professionals, general practitioners, and beginning employment lawyers.

Instructors

Connie L. Cornell, PHR, is Board Certified in Labor and Employment Law by the Texas Board of Legal Specialization and is also certified as a Professional in Human Resources by the National Society for Human Resource Management. She is a cofounder of Cornell Smith & Mierl, LLP.

Michael W. Fox is a partner in the Austin office of Ogletree, Deakins, Nash, Smoak & Stewart, P.C., a national labor and employment law firm. He has represented employers in employment law matters for more than 25 years, including the first male-on-male sexual harassment jury trial in the state.

Essential Employment Law Course Book:

*The Definitive Resource Guide for
Employment Lawyers and HR Professionals*

Unsure how to handle the changing definition of sexual harassment? Or what to do when a discrimination charge has been filed? The *Essential Employment Law Handbook* addresses critical employment law issues such as employment “at will,” discrimination issues, wage and hour violations, and retaliation. It also includes personnel guidelines, sample policy forms, and handbook recommendations that you can immediately implement.

Only \$125 — See order form.
(The course book is automatically provided to conference registrants.)

7:45 a.m.	Registration Opens Includes continental breakfast.
8:20 a.m.	Welcoming Remarks
8:30 a.m.	Texas is an “At-Will” State... So Why Worry? (0.75 hour) An overview of the legal aspects of the employment relationship. Answering the client or the supervisor who thinks employment law begins and ends with “employment at will.” What about terminating an employee for theft? Is there ever an obligation to give a reference on a former employee? How can a handshake get a manager sued for assault? What is intentional infliction of emotional distress? Can employee violence really be prevented? Is negligent retention really a cause of action?
9:15 a.m.	Discrimination, Harassment and Retaliation (1.00 hour) Understanding the difference between disparate treatment and disparate impact and why it matters. Why do you need to know about the “shifting burden of proof”? How can you prevent liability for harassment even after it occurs? Why is retaliation the most dangerous cause of action and what can you do about it?
10:15 a.m.	Break
10:30 a.m.	Compensation: Wage and Hour & Much More (1.00 hour) Learn the basics of wage and hour law, including the impact of the new regulations under the Fair Labor Standards Act, who is exempt and who is not, and what difference it makes. Formulas for calculating overtime, what is working time, and how to prevent the most common mistakes in drafting commission and bonus policies.
11:30 p.m.	The Rest of the Story (0.50 hour) Family Medical Leave Act, the Payday Act, the WARN Act, unemployment claims and many other legal pitfalls govern everyday actions between employers and employees. Be sure that you know what situations are covered.
12:00 p.m.	Lunch on your own
1:15 p.m.	Hiring/Firing/Discipline/Documentation (1.00 hour) The basics of managing employees. Your policies and how you implement them can have legal consequences. Learn the best practices to make sure you minimize the number of problems and maximize your chances of successfully defending your actions when challenged.
2:15 p.m.	Defensive Drafting: Handbooks & Forms (0.75 hour) Avoiding the most common mistakes in drafting employee handbooks and learn the latest in drafting policies that will enhance the employer’s defenses. What other human resource forms can help support the company’s defenses and prove good faith efforts to comply?
3:00 p.m.	BREAK
3:15 p.m.	Investigating Sensitive Employment Complaints (0.75 hour) The investigation of an employee’s complaint may be critical to an employer’s only means of avoiding liability. The investigator may be a witness and the notes may be evidence. Learn how to investigate and document the process.
4:00 p.m.	Reducing Costs of Employment Law Claims (0.75 hour) What are the pros and cons of arbitration programs and what options are available? What is employment practices liability insurance? Is the unemployment compensation claim worth fighting? When should a release be requested?
4:45 p.m.	Adjourn

Mail this registration form or fax a copy to: **(512) 475-6876**

REGISTRATION FOR EE06
The University of Texas School of Law • Office of Continuing Legal Education
Attn: EE06 • Post Office Box 7759 • Austin TX 78713-7759

PLEASE PRINT CLEARLY

Bar Card# _____ ☐ TX ☐ Other State: _____ ☐ N/A

Name [Mr. / Ms.] _____

Firm _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email Address _____

REGISTRATION: Includes *Essential Employment Law Course Book*

<input type="checkbox"/> AUSTIN—Fri., September 15, 2006	\$210.00
<input type="checkbox"/> Registration Fee after Wed., September 6, 2006	\$260.00
<input type="checkbox"/> SAN ANTONIO—Thurs., September 21, 2006	\$210.00
<input type="checkbox"/> Registration Fee after Wed., September 13, 2006	\$260.00
<input type="checkbox"/> HOUSTON—Fri., September 29, 2006	\$210.00
<input type="checkbox"/> Registration Fee after Wed., September 20, 2006	\$260.00
<input type="checkbox"/> DALLAS—Thurs., October 12, 2006	\$210.00
<input type="checkbox"/> Registration Fee after Wed., October 4, 2006	\$260.00

CONFERENCE PUBLICATIONS AND MEDIA
Allow 2–4 weeks from first conference date for delivery.

<input type="checkbox"/> Essential Employment Law Course Book w/o Conference Registration (over 250+ pages).....	\$125.00
<input type="checkbox"/> eBinder on CD (PDF format) <i>(\$125 purchased alone, \$50 with registration or purchase of Course Book or Audio CD Set)</i>	\$125.00/\$50.00
<input type="checkbox"/> Audio CD Set	\$125.00
TOTAL ENCLOSED \$ _____	

METHOD OF PAYMENT

☐ Check (make checks payable to: **The University of Texas at Austin**)

☐ VISA or ☐ Mastercard (sorry, no AMEX or Discover)

Card # ---

☒ _____ /
Authorized Signature Exp. Date (mm/yy)