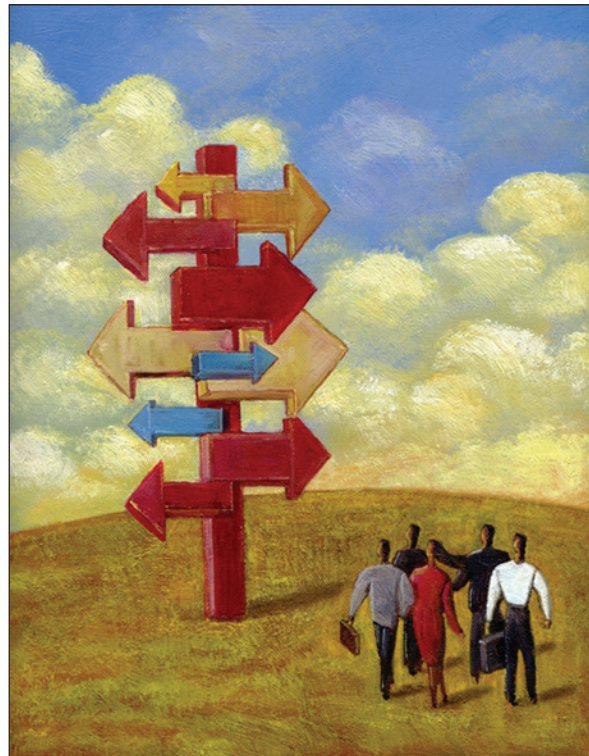


2014

ESSENTIAL EMPLOYMENT LAW

A Practical Course in the Basics



Veer/ImageZoo Illustration

AUSTIN

September 17, 2014
Thompson Conference
Center

HOUSTON

October 29, 2014
Norris Conference
Center - CityCentre

DALLAS

November 12, 2014
Cityplace Conference
Center

Earn up to 7.50 Hours of Credit

Specialization Credit Approved for Civil Appellate Law, Civil Trial Law, Labor and Employment Law

PHR, SPHR and GPHR Recertification Credit Available

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INSTRUCTORS

Connie L. Cornell, PHR, (*In Austin, Houston and Dallas*) is a founding partner of Cornell Smith Mierl & Brutocao, LLP, an Austin labor and employment law firm. She 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.

Michael W. Fox (*In Houston and Dallas*) is a shareholder in the Austin office of Ogletree Deakins, a national labor and employment law firm. He has represented employers in employment law matters for more than 35 years, is Board Certified in Labor and Employment Law by the Texas Board of Legal Specialization and is a Fellow in the College of Labor and Employment Lawyers.

Steven L. Mierl (*In Austin*) is a founding partner of Cornell Smith Mierl & Brutocao, LLP, an Austin labor and employment law firm. His practice includes all areas of employment litigation, and employer consulting on issues arising from hiring through termination, dispute resolution, contract and document drafting, and management training. He also has extensive experience with EEOC, DOL, TWC, and OSHA agency actions.

WEDNESDAY MORNING

7:45 a.m. Registration Opens

Includes continental breakfast.

8:20 a.m. Welcoming Remarks

8:30 a.m. .75 hr

Texas Is an "At Will" State... So Why Worry?

An overview of the legal aspects of the employment relationship and how tort law has been adapted in the workplace. 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. 1.00 hr

Discrimination and Harassment

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.

10:15 a.m. Break

10:30 a.m. .50 hr

Retaliation: Winning the Battle, Losing the War

Why is retaliation the most dangerous cause of action, and what can you do about it?

11:00 a.m. 1.00 hr

Wage and Hour: An Old Law in a Modern World

Learn the basics of wage and hour law and why violations of the Fair Labor Standards Act have exploded. Among the areas covered are: Who is exempt and who is not, and what difference does it make? What is working time? How is overtime calculated? What are the most common mistakes and how do you avoid them?

12:00 p.m. Pick Up Lunch

Included in registration.

WEDNESDAY AFTERNOON

LUNCHEON PRESENTATION

12:20 p.m. .50 hr

Q&A with the Instructors

Real-world questions are answered by the experts. Submit your questions, comments and/or experiences in advance to service@utcle.org or come armed with your toughest questions. This session is designed to be interactive. Audience participation is encouraged!

12:50 p.m. Break

1:00 p.m. .50 hr

Family Medical Leave Act (FMLA): The Other Major Entitlement Act

The FMLA was the first federal act that required an employer to provide time off for employees. Learn the basics of the law which has been amended to cover additional types of leave.

1:30 p.m. 1.00 hr

Hiring/Firing/Discipline/Documentation

The basics of managing employees. Recognize the vulnerable points in the employment relationship and learn the best practices to make sure you minimize the number of problems and maximize your chances of successfully defending your actions when challenged.

2:30 p.m. Break

2:45 p.m. .75 hr

Defensive Drafting: Handbooks and Forms

Avoid common mistakes in drafting employee handbooks and learn about the latest in policies covering hot topics like social media. Learn what other human resource forms can help support the company's defenses and prove good faith efforts to comply.

3:30 p.m. 1.00 hr

Investigating Sensitive Employment Complaints

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.

4:30 p.m. .50 hr

Annual Performance Reviews

What are the pros and cons of evaluation systems? Are they really worth it? How to curb grade inflation? What are the alternatives?

5:00 p.m. Adjourn

ACCREDITATION

This course has been approved for Minimum Continuing Legal Education credit by the State Bar of Texas Committee on MCLE in the amount of 7.50 hours. The University of Texas School of Law is a State Bar of California approved MCLE provider (#1944), and an Oklahoma Bar Association MCLE presumptively-approved provider (#169).

Texas Legal Specialization Credit Approved for Civil Trial Law, Civil Appellate Law and Labor and Employment Law

7.50 Hours of PHR, SPHR and GPHR Recertification Credit

9.00 Hours of Texas CPE for CPAs (Sponsor #250)

REGISTRATION FORM

Online:
www.utcle.org/conferences/EE14
Fax:
512.475.6876

Mail:
The University of Texas School of Law
Attn. Registration
PO Box 7759
Austin, TX 78713-7759

PLEASE PRINT CLEARLY

EE14

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

Name [Mr. / Ms.] _____

Firm _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Registrant's Email (required) _____

Assistant's Email (optional) _____

Invoices, confirmations and receipts are emailed to these addresses.

REGISTRATION—Includes Course Materials and Luncheon Presentation

For Group registration, call 512.475.6700.

1. Select Location and Date:

AUSTIN—September 17, 2014
Early Registration cutoff Wednesday, September 10, 2014

HOUSTON—October 29, 2014
Early Registration cutoff Wednesday, October 22, 2014

DALLAS—November 12, 2014
Early Registration cutoff Wednesday, November 5, 2014

2. Select Registration Type:

Individual registration by cutoff date \$295
 Individual registration after cutoff date..... \$345

3. Select Course Materials Format:

Electronic Course Binder on USB Key ONLY
 Printed Course Binder ONLY

IN-HOUSE—For Texas MCLE Credit

ConferenceComplete package includes Audio CD Set plus a Printed Binder and MCLE Reporting Form for each participant. Available for delivery 3-5 weeks after Houston date. Shipping included.

In-House CLE for 2 \$550
_____ Additional participant(s) for \$175 each \$ _____

CONFERENCECOMPLETE MATERIALS¹—For Research and Self-Study

Comprehensive Binder and Audio products from the live conference. Available for delivery 3-5 weeks after Dallas date. Shipping included.

eBinder Download (PDF) \$125
 Printed Binder \$175
 Audio Download (MP3) \$75
 Audio CD Set..... \$125

¹Texas customers—add 8.25% sales tax, or include an Exemption Certificate \$ _____
Sales tax will be invoiced separately on taxable orders for which payment does not include tax.

TOTAL \$ _____

METHOD OF PAYMENT

Check (make check payable to The University of Texas at Austin)
 VISA MasterCard American Express P.O.

Card /P.O. # _____ Exp. Date _____ / _____
(mm/yy)

Authorized Signature _____

Visit
www.utcle.org
Email
service@utcle.org
Call
512.475.6700
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AUSTIN

Wednesday

September 17, 2014

CONFERENCE LOCATION



Thompson Conference Center

2405 Robert Dedman Drive
Austin, TX 78705
512.471.3121

Self-Parking:

Complimentary parking available in Lot 40
(subject to change)

KEY DATES

September 10, 2014

last day for early registration
add \$50 for registrations
received after this time

September 12, 2014

last day for cancellation (full refund)

September 15, 2014

last day for cancellation (partial refund)
\$50 processing fee applied

September 17, 2014, 8:20 a.m.
conference begins

HOUSTON

Wednesday

October 29, 2014

CONFERENCE LOCATION



Norris Conference Center - CityCentre

816 Town and Country Blvd.
Houston, TX 77024
713.590.0950

Self-Parking:

Complimentary
(subject to change)

KEY DATES

October 22, 2014

last day for early registration
add \$50 for registrations
received after this time

October 24, 2014

last day for cancellation (full refund)

October 27, 2014

last day for cancellation (partial refund)
\$50 processing fee applied

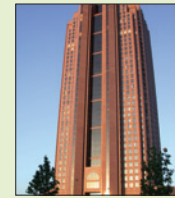
October 29, 2014, 8:20 a.m.
conference begins

DALLAS

Wednesday

November 12, 2014

CONFERENCE LOCATION



Cityplace Conference Center

2711 North Haskell Avenue
Dallas, TX 75204
214.515.5100

Self-Parking:

Complimentary
(subject to change)

KEY DATES

November 5, 2014

last day for early registration
add \$50 for registrations
received after this time

November 7, 2014

last day for cancellation (full refund)

November 10, 2014

last day for cancellation (partial refund)
\$50 processing fee applied

November 12, 2014, 8:20 a.m.
conference begins