BUS290B: Principles of Business Law Course Syllabus – FA 2017

Instructor:
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Class Time & location: -Monday, 6:00 p.m. - 7:50 p.m., MN 310

Office Hours & Location: Monday, 3:50 p.m. – 6:00 p.m., MN 310

Course Information:
Course description: A study of the legal environment including the nature and sources of law, court systems, litigation, and alternative dispute resolution; constitutional and administrative law, tort law and product liability, contract law, agency law; business organizations; business ethics and social responsibility; international law; and selected topics of government regulation of business including antitrust law, employment law, environment law, and securities regulation. (If not completed within the past five years, no credit will be granted. The student has the option of retaking the course for credit or taking an examination for credit to show mastery of the current subject matter.) (FA and SP)

Required Ebook Text access with optional purchase of bundle which includes loose leaf of ebook text:

Supplemental Material may be assigned or handed out in class as well.

Number of Credits: 2
Primary Learning Objectives:

- Knowledge of and facility with the relevant legal concepts, including the legal process, the laws and the regulations that affect business.
- Ability to professionally discuss legal, ethical, and technical issues with other individuals or within groups including those with differing viewpoints.

Course Requirements:

Class Participation (**10% of your grade**) I will be using several teaching methods: the Socratic Method (i.e. a form of inquiry and discussion, based on asking and answering questions to stimulate critical thinking and to illuminate ideas), small/large group discussion, in-class exercises and MindTap online. The Socratic Method will be used primarily to discuss some of the topics and cases.

All students are responsible for the assigned chapters; all students are expected to read the assigned chapters before class, know the topics and cases prior to each class and be prepared to discuss. Check the weekly schedule in the Syllabus for the chapters/topics covered for that week. Use the questions at the end of each chapter for your own review.

Additionally, *every* student will be individually assigned cases throughout the semester. *If you have a conflict on one of the days you are assigned a case, you are responsible for switching assignments with a classmate ahead of time and then emailing the switch to me ahead of time at jthompso@carrollu.edu.*

Requirements when you are “individually assigned” to be “on” for a case: On the day your case is assigned it will be discussed, you should come prepared to present a summary of the case to the class and to engage in a Socratic dialog for all material in your assigned case and its relevant chapter. *Note the FULL text is not in our textbook. Therefore, you will need to look up your assigned case and if you need help finding it, you should seek assistance from our University librarians.*

HINTS: When you are assigned to be on for a case: Be prepared for the question, “what was at least one thing that struck you about the full text of the case that we were not privy to in the excerpt found in the textbook?” Additionally, be prepared to answer the questions following the cases in your chapter.

Assignments (**30% of your grade**) Business Law is a dynamic study. Appropriate in-class and out-of-class assignments will be given as we navigate through the semester.

Tests (**each test is 20% of your grade**). There are 3 Tests. *There is no cumulative exam in this course.* These tests will cover both the material in the text and any material covered in class or in assignment. Each test will be multiple choice and short answer. Past exams/tests used in the course which are not obtained from me cannot be used as study guides or prep materials. Use, duplication or possession of these exams/tests is considered a violation of the Academic Integrity Policy and you will be subject to sanctions.

Attendance (**has the ability to, but need not, affect your final grade**). Missing more than two (2) class sessions WILL result in the lowering of your overall final grade by one letter grade. *For a full explanation of my Attendance Policy, refer to the Policy Statements section.*
Grading Policy. Students in this class will receive letter grades. There will be five components to the final grade along with the application of my attendance policy to the final calculation of these components. (i.e., please bear in mind that my attendance policy can affect your final grade and will be applied, if applicable, after calculating these five (5) components.)

Class Participation 10%
Assignments 30%
Test 1 20%
Test 2 20%
Test 3 20%

Grading Scale:
A 100% - 93%
A/B 92% - 88%
B 87% - 80%
B/C 79% - 75%
C 74% - 67%
D 66% - 60%
F 59% - and below

(I will round your grades up and down; a 92.49% is a 92%; a 92.50% is a 93%.)

Policy Statements:

Attendance

Regular and prompt attendance in class is essential for your success. Absences WILL negatively impact your overall grade. Records of attendance are maintained by me. Excessive absences will incur official attention. Missing more than two (2) class sessions WILL result in the lowering of your overall final grade by one letter grade. I define letter grades as follows: A, AB, B, BC, C, D, F. Please note that arriving to class more than 15 minutes late will count as an absence. Also, please note that leaving class before dismissal will count as an absence. This said, even if you know you will be late, I encourage you to still attend the class session, doing so will benefit you on cases, homework, and participation—though, as noted, you will not receive attendance credit. This policy resembles accurately the expectations in the work environment: repeated tardiness leads to consequences and eventually will cost you your job. If you have an acceptable reason—“acceptable” is determined by me—to be late, or to leave early, please contact me in advance. Unless you communicate with me in a timely manner—i.e. at your earliest ability to do so—any violation of the above-mentioned attendance policy will automatically apply. If you communicate with me in a timely manner, I reserve the right to make an exception to the above-mentioned policy on an individual basis.

Important (or “more on attendance”): I take attendance at the beginning of each class session. If you come late, but within 15 minutes of the official start of class, it is your responsibility to send me an email jthompso@carrollu.edu within 24 hours reminding me to change your attendance status from “absent” to “present”. After 24 hours I will not guarantee that I will change your status because I simply may not remember when and if you came to class, and as a result I will have to trust my attendance record.
Statement of the right to modify syllabus. The instructor and the University reserve the right to modify, amend, or change the syllabus (course requirements, grading policy, etc.) as the curriculum and/or program require(s).

Statement of Academic Integrity: The Carroll University Academic Integrity Policy is located in your student handbook (https://my.carrollu.edu/ICS/Departments/Student_Affairs). I encourage you to familiarize yourself with it. If a student violates this policy in any way, I reserve the right to impose a sanction of failure on the assignment/assessment or failure in the course. If you have questions about appropriate citations, please ask.

Accommodation for Disabilities. Students with documented disabilities who may need accommodations, or any student considering obtaining documentation should make an appointment with Ms. Martha Bledsoe, Director of Services for Students with Disabilities, no later than the first week of class. She can be reached by calling 262-524-7335 or contacting her via email at mbledsoe@carrollu.edu.

General Comments or “How to do well in this class”

1. **Come to class.** I cannot emphasize this point ENOUGH. Treat the course like a job. If you use more than the allotted sick days granted by your employer, you begin to lose pay and/or could jeopardize your position, even if you have a good reason. As stated in my POLICY STATEMENTS in this syllabus, I will take attendance each time we meet. **If you are someone who does not regularly attend all class meetings, this is not the course for you.** After two (2) absences, your participation grade will drop precipitously, even if you regularly contribute when you do attend; you cannot contribute if you do not attend. Exceptions will be made only in extraordinary circumstances. Additionally, if you do not attend, you will miss assignments, handouts, as well as that day’s content. If you must miss class for any reason, get notes, handouts, etc., from a classmate before the next class because you will be responsible for them.

2. **Be on time.** It is disruptive and disrespectful to those who are here on time if you are late. I understand that things can come up, but do not make tardiness a habit; more than one late arrival indicates a forming habit in my mind.

3. **Talk!** It is my belief that much learning takes place when you are an “active listener,” which means that you necessarily have comments and/or questions during class.

4. **Respect each other at all times.** Please bring your respect for others and your open mind to class. Do not interrupt someone else; do not talk to your classmate during class unless approved. Keep this professional, please.

5. **Communicate professionally.** I do not respond to emails that are missing a salutation, or are written in a non-business-like tone (A “salutation” comes at the beginning of a conversation, letter, email, or other form of communication; it is a polite greeting, expression of good will, or other sign of recognition.). It will serve you well to remember that emails are official documents that will, once sent, exist forever. Think about that before you hit “send”.

6. **NO CELL PHONES** (or equivalent) during class. This should go without saying that our class has **ZERO TOLERANCE** for cell phones. The best way to avoid temptation (from texting, etc.) is to ensure that I (or anyone else in class, including you) do not ever see your phone (that is, do not have it out – put it in your bag). *Please note that if I see you using your cell phone in class, I will ask you to leave class.*

**Note:** One person (which might be me) will monitor text messages in case of a University-wide emergency.
7. **Complete the assigned reading before you come to class and bring your e-book or loose-leaf version with you when you come to class.** The reading is absolutely necessary for class discussions. Read carefully and critically. *Please note: all portions of the assigned readings will not necessarily be discussed in class. You will nonetheless be responsible for knowledge of all material assigned, regardless of whether discussed.*

8. **Read and think critically: This is the key to doing well in this class.** In each discussion and written assignment, I expect you to analyze the course materials. What is analysis? It is the development of your own opinion or point of view about a question that is solidly based on evidence from course materials. You must be able to defend your opinion’s validity against the opinions of others and against contradictory evidence. You can’t skim the reading and expect to be able to analyze it because analysis is difficult and time-consuming, but absolutely necessary for navigating your way through the legal environment of business law and life in general.

9. **Ask questions:** Make use of my office hours and email. Excepting weekends, I will respond within 24 hours to your emails. Students who take initiative and are in control of their work and schedules are generally successful. **Do not wait until the last minute to ask me questions; I do not regularly check email after 6:00 p.m. or on weekends.**

10. **No Food.** That is what breaks are for. Drinks are fine (no alcohol of course).

11. **Read the syllabus carefully and often.** It is subject to modification and I will keep you up to date. **NOTE:** it will serve you well to read and take seriously my “Policy Statements” and “General Comments or ‘How to do well in this class’” sections of this syllabus.

12. **Office Hours:** Monday, 3:50 p.m. – 6:00 p.m., MN 310. I encourage you to make an appointment with me, otherwise it is “first come, first served”. That can be frustrating for you, especially if you have an urgent question. Please note that I require you to be prepared when you come to my office hours. That is, do not arrive and tell me in some form or another what amounts to: “I do not understand anything, will you please repeat your lecture.” I assure you this will not work for me. I am here to help and more than happy to help; I will not do the work for you. If you have prepared questions it will be exceedingly beneficial for you. Moreover, if you email me your questions in advance to our meeting, I might be able to provide additional support in form of exercises, etc. If my office hours do not work for you, email me and I will make every effort to find another time to meet with you.

13. **Writing assistance is available and free to all students.** The Carroll University Writing Center, located in the library Learning Commons, is open Sunday through Friday. Writing Assistants are available either by appointment or on a drop-in basis. From brainstorming to citation, Writing Assistants can help you with any stage of the writing process. Appointments are 30 min. long and free to all students. To schedule an appointment, use LC Online, which is accessible through the student portal or by visiting our webpage: [http://www.carrollu.edu/learningcommons/writingcenter.asp?nav=5790](http://www.carrollu.edu/learningcommons/writingcenter.asp?nav=5790)
CLASS SCHEDULE

Week 1: Monday, September 04, 2017: NO CLASS/LABOR DAY

Week 2: Monday, September 11, 2017
Introduction and Course Overview: Each week you are assigned Chapters. In MindTap you can read the chapters and do the corresponding assignments. All reading and assignments must be done and submitted electronically on MindTap before the class period begins. Thus, next week you are to have read chapters 1 & 2 and completed and turned in all corresponding assignments listed in MindTap. From time to time there may also be a modification which I will inform you about in advance. Each week there may also be additional reading and/or writing assignments. Next week, for example, in addition to reading Chapter 1 & 2 and doing the MindTap assignments, you have a writing assignment and a reading assignment.

Week 3: Monday, September 18, 2017
Writing Assignment: “About You”, Reading Assignment: “How to Read a Legal Opinion”; Chapter 1 & 2” AFTER reading “How to Read a Legal Opinion” proceed to Chapters 1 & 2 and your MindTap assignments

Week 4: Monday, September 25, 2017
Chapters: 3 & 4

Week 5: Monday, October 2, 2017
Chapters 5 & 6

Week 6: Monday, October 9, 2017
Chapter 7

Week 7: Monday, October 16, 2017: NO CLASS/FALL BREAK

Week 8 Monday, October 23, 2017: TEST 1 (covering Chapters 1-7)

Week 9: Monday, October 30, 2017
Chapters 8 & 9

Week 10: Monday, November 6, 2017
Chapters 10 & 11

Week 11: Monday, November 13, 2017
Chapters 12 & 13

Week 12: Monday, November 20, 2017: TEST 2 (covering Chapters 8-13)

Week 13: Monday, November 27, 2017:
Chapter 14 & 15

Week 14: Monday, December 4, 2017
Chapters 16 & 17

Week 15: Monday, December 11, 2017
Chapters 18 & 19
Monday, December 18, 2017; 6:00 p.m.: TEST 3 (covering Chapters 14-19)