

BUS 201, Business Law, Sec. B, Item #5454

Winter, 2017 (April 3 – June 16, 2017)

Office: C-207A

Office Hours: Daily 1:30 – 2:30 p.m.; and by appointment

Class dates/times/location: Daily 12:30 – 1:20 p.m., in C-208

Instructor Name and Credentials: Michael S. Brown, esq., Ph.D., J.D., M.A.

Email Address: mibrown@bellevuecollege.edu

Course Materials:

Required:

Cross, Frank B., and Roger LeRoy Miller. *The Legal Environment of Business: Text and Cases*, 8th ed. South-Western/Cengage Learning.

Optional/recommended:

Hacker, Diana. *A Writer's Reference*. Boston: Bedford/St. Martin's (any edition within last 10 years).

Course Description:

This is a hands-on course combining readings, lectures, discussions, and small and large group activities during class times. We will look at theories about the legal system, statutes, and case law. Among the various substantive areas of law that we will critically examine are contracts, torts, criminal law, ethics, constitutional law, and employment law.

Netiquette:

In general during the current quarter, please ***do not*** email the instructor other than through Inbox, the internal course messaging system in Canvas. The instructor receives dozens of emails in her/his regular BC email, and s/he does not want to risk losing one of your messages if you try to message her/him outside of the regular, course messaging system in Canvas.

If you do email the instructor on her/his regular BC email system ***as a last resort only*** due to an inability to communicate with the instructor via the Canvas course messaging system, though, please keep the following in mind. *It is critical* that you include in the subject line of all emails you send to the instructor 1) an identification of the matter to which the note pertains (example: NOT “question”; BUT “Week 1 Assignment Comments,” etc.) Not knowing what the email is about or what information it contains will only cause the instructor – as well as you – delays. Also, if you do not receive a reply from the instructor within 24 hours (longer on weekends/holidays), it could mean that, for whatever reason, the instructor did not receive your email. In this case, please feel free to keep sending the instructor the email until you do get a response from her/him. Strict adherence to these guidelines is critical, as the instructor often receives dozens of emails in a single day, and your email will easily become invisible if you do not identify it according to these rules. You are responsible for confirming receipt of any email. Consequences for any glitches resulting from not following these or any other instructions are your responsibility.

Please DO NOT try to communicate with the instructor via the Comments box in your grade book. Canvas does not send any notification to the instructor if a student leaves a message there, so it will likely be a week – or even several weeks – before the instructor sees the message. Instead, please adhere to all guidelines on communications so as not to cause yourself delays or misunderstandings.

Grading Scale:

A 93-100; A- 90-92; B+ 87-89; B 83-86; B- 80-82; C+ 77-79; C 73-76; C- 70-72; D+ 67-69; D 60-66; F 0-59.

Grades are final upon recording in the absence of a mathematical error. Grades are not negotiable. Grades will be posted on Canvas. Please check your grades regularly.

Course Grading:

Syllabus and Course	
Website Quiz	15 points
Research project:	130 points total
Mid-term exam	50 points
Final exam	50 points
Participation	Please see policies under “Participation”
Court Visit	25 points

“Minimum.” Where applicable, the use of the term “minimum” in any guideline pertaining to requirements shall conform to the common, dictionary definition of the term “minimum”; i.e., “minimum” shall not give rise to any inference that conformity with minimum standards consists of anything beyond a barely passing grade, e.g., a “D”; minimum effort *does not* mean maximum points.

Recommendations:

This instructor heavily weighs writing skills. Except under extraordinary circumstances, this instructor is highly unlikely to honor a request for a recommendation unless the student has consistently demonstrated “A” level writing ability in all written assessments in this class.

Exams (50 points each):

There are two exams: 1) a mid-term exam (50 points) and 2) a final exam (50 points). We will have both 1) a study guide and 2) a review session before the exams.

Unless you have a doctor’s note, no one will be permitted to leave the exam session once s/he has begun her/his exam any earlier than 60 minutes after the exam session has begun.

Court Visit Assignment (25 points total):

You will submit an informal paper describing your visit to a series of criminal prosecutions. The instructor will distribute detailed guidelines on Canvas.

Research Paper Project (130 points total):

This project consists of several parts: 1) LMC research tutorial (10 points); 2) topic proposal (ungraded); 3) a presentation (a) oral (20 points) and b) written (50 points); and 4) the final paper (50 points).

Additional, detailed guidelines will be distributed on Canvas.

Extra Credit:

This instructor does not offer extra credit *unless and until* the Business Transfer Program makes an official announcement pertaining thereto. Students are to understand that extra credit, even if available, is not a substitute for, nor is it intended, to make up for deficiencies in regularly-assigned coursework. Please also be sure to thoroughly familiarize yourself with all course policies, including requirements for exceptions. Having an unsatisfactory grade is not an excuse for gaining extra credit opportunities.

Participation (variable):

“Participation” consists of point deductions for conduct that detracts from the classroom learning environment and/or from academic integrity. Such conduct includes, but is not limited to, *conduct that has the effect of causing demoralization or otherwise detracting from a positive class environment, at the instructor’s sole discretion.* At the instructors discretion, there may/may not be a warning and point deductions immediately thereafter of no less than 5 point increments, in addition to any and all other remedies under applicable course and Bellevue College policies.

Attendance will be recorded on a daily basis.

Lecture Slides:

Lecture slides will not be available to students. Many years of teaching experience have indicated a direct correlation between the availability of lecture slides and absences. There is just as clear a correlation between absences and poor grades. If you miss class, regardless of the reason, it is up to you to get caught up, e.g., by borrowing class notes from one of your peers; this is *the student’s responsibility, not the instructor’s.*

Keeping Track of Your Work:

You must save all of your work and keep track of it for your own records. Grades will appear on Canvas, and it is your responsibility to check your grades on a regular basis so that you can avoid any surprises.

If you cannot submit all or part of an assignment because of an accidental loss, etc., this will not excuse a late or missing assignment; if I don’t have it, I can’t grade it.

Technical problems:

Technical problems – including computer-related, printer-related, etc. – do not excuse late submissions. If you are experiencing technical difficulties, the resource to consult is the Help Desk or other formal sources dedicated to dealing with such issues.

Late Assignments:

Unless I indicate otherwise, all assignments are due no later than class time. At any point thereafter, there is a minimum one grade deduction. There is also a one grade deduction for each calendar day that an assignment is late. Example: A student turns in her paper on Friday even though the due date was the previous Wednesday. It is two calendar days late. The paper, which would otherwise have received an “B,” becomes a “D” after the

two- letter grade deduction for being late two calendar days. If she turns it in on Monday of the following week, it is five days late, one day too late for an “F” grade.

Assignment Submission Guidelines:

For this on-site course, *no electronic submission of any kind will be accepted*. The only acceptable submission method is in paper copy. No exceptions.

I will not grade partial assignments. I will grade only what you submit in its entirety, i.e., the assignment must be complete at the time of submission. You may not submit it in separate pieces.

Without prior announcement or notice, any written assignment may be reviewed via Vericite, an anti-plagiarism application; and academic honesty guidelines may come into play at the instructor’s sole discretion.

All assignment submissions shall be in print copy ONLY. An assignment is considered submitted when the print copy is delivered to 1) the instructor in person or 2) the instructor’s official mailbox (NOT personal office) in the Social Sciences Division office in D-110 with a date stamp. No other submission method whatsoever, including, but not necessarily limited to, timely electronic submission or documentation for date stamp purposes with a subsequent, print submission, is acceptable. If I have the print copy *in hand* on the due date, it is received; if not, it is NOT received, period.

Additional, specific guidelines concerning assignment submissions may be distributed.

Writing Proficiency:

The instructor will grade you on grammar, punctuation, spelling, and all other aspects of writing on 1) the Court Visit Assignment 2) the written portion of the Presentation and 3) the final draft of the Research Paper Project. If you have problems with writing, I strongly recommend that you explore various means for correcting them. One handy reference tool for catching the most common problems in writing is Diana Hacker’s *A Writer’s Reference*. If you have Spell Check and/or Grammar Check in your version of Word, *turn them on and use them consistently*. A paper that is an “A” in content may still receive a grade in the “C” range if the writing is not competent. The fact that another instructor in another class gives a paper a particular grade and/or does not penalize it for writing errors is no guarantee about the grade the paper will receive in *this* class.

I will make myself available to help students, on an individual basis, on basic writing skills. However, I *will not* be serving as a general proofreader. Students interested in receiving individualized lessons on writing skills should contact me as early as possible during the quarter since such skills will affect all written assignments. Individualized help is especially appropriate for ESL students. However, the instructor also encourages those who already possess basic writing skills and wish to polish the skills they already have to explore advanced writing techniques. Caveat: individualized help is absolutely *not* a guarantee whatsoever of a particular grade whatsoever

Drafts:

Those who would like me to review a draft of an assessment (written assignments, exam essays, etc.) prior to the due date may submit one or more drafts to me for comment prior to grading. Caveats: 1) any such review of a draft provides no guarantee whatsoever of any particular grade on any particular assignment and 2) any draft needs to be submitted to and received by me no later than 48-72 hours before the due date, and due dates still apply *regardless of whether a) I have had enough time to review your draft and return it to you or b) whether you have had time to incorporate comments into your final version of the assignment before the due date*; reviews of drafts is intended to be a learning opportunity, if and when such opportunity exists, and it is *not* a guarantee of a particular grade or anything else

Makeups:

Any makeup of an exam must satisfy the following requirements: a request must 1) be via email 2) specify the date, time, and place of the exam and 3) be confirmed in all respects by the instructor in writing no later than 48 hours prior to the proposed makeup exam date. No makeup is permissible without instructor confirmation of all details.

All other policies in this syllabus, including those on mixups, technical problems, confusion, and “emergencies,” apply.

Under no circumstances – even if otherwise approved based on a documented “emergency” – will a makeup of any kind be accepted after the last class meeting in Week 10. At the instructor’s discretion, approved makeups may be accepted for grading after the end of the quarter. Receiving a hodgepodge of makeups and other loose ends near final exams causes substantial delays in grading, as well as significant risks to students that graded work may get lost.

Emergencies:

There are exceptions to due dates and other class work for a legitimate “emergency.” An “emergency” is a documented death in the family, physical or mental incapacitation, and/or work-related conflict. *Nothing else* is an “emergency” within the meaning of this syllabus.

You must document any “emergency.” The instructor will *consider* only official documentation on dated and signed letterhead hard copy. All such documentation must include a) legible name of the document’s signer b) legible contact information c) identification of the period of the “emergency” and d) identification of you as the person affected by the “emergency.” The documentation must be submitted accordingly. This paragraph notwithstanding, there are no promises or guarantees, and the instructor retains complete discretion.

Incompletes, Hardship Withdrawals, Medical Withdrawals:

There is no eligibility for a grade of Incomplete unless you have finished at least 90% of all course work up to the time that you make the request. The request must be in writing and have your name, course name/number, and a detailed explanation concerning why

you will not be able to finish the remaining work. You must make the request no later than Friday of **Week 9**. The instructor retains sole discretion, however, and will grant requests only on a case-by-case basis and with appropriate documentation.

There must be a legitimate “emergency” before the instructor may, at her/his sole discretion, agree to grant a request for an Incomplete. However, there must be ample, written, documented proof of the emergency. You must attach the documentation to your written request for the Incomplete (see the section above about acceptable documentation for makeup requests). All supporting documentation must explicitly identify the date(s) of the “emergency”; if there are no dates and/or the date(s) do not match the date(s) of the “emergency,” no exception may be granted.

Hardship and Medical Withdrawals are granted only in exceptional circumstances. In addition to other syllabus policies, there may be other requirements including, at a minimum, supporting, official documentation. *However, there are no guarantees, and the instructor retains discretion about the grant of such withdrawals.*

Academic Dishonesty and Plagiarism:

PENALTIES:

Penalty for first violation: 0 on the assignment without possibility of makeup on that assignment. Depending on the severity of the act of the academic dishonesty, additional course and/or College policies pertaining to academic dishonesty may also take place.

In addition, at the instructor’s discretion and whether or not it is a first offense, the instructor may refer the incident to appropriate channels and/or take additional steps, which may result in one or more of the following: 1) suspension 2) expulsion 3) an academic “hold” on your record, preventing you from enrolling in future terms 5) failing grade and/or 6) permanent notation on the student’s academic transcripts. There may be additional penalties on a case-by-case basis. **Do not risk your academic and professional career by cheating.**

DEFINITION OF ACADEMIC DISHONESTY:

All academic assignments are to be the work of the individual student. The following are some examples of dishonesty or unethical behavior:*

Using another person's words, ideas, or results without giving proper credit to that person; giving the impression that it is the student's own work.

Any form of cheating on examinations.

Altering academic or clinical records.

Falsifying information for any assignments.

Partly or wholly completing an assignment(s) partially or wholly completed by another person or source.

Copying work or written text from a student, the internet, or any document without giving due credit to the source and/or overreliance on direct quotations in any written work and/or any other form of writing submitted with little evidence of originality.

*The above is not a complete list; any act of dishonesty may result in pursuit of additional course and/or College policies.

Etiquette for Exams:

There must be at least one seat between you and the next person during all exams, and I may, furthermore, rearrange seating at any time at my discretion. During exams, *all* desk space needs to be completely clear of *anything* except your exam and a pen or pencil. There is complete silence during all exams.

Unless you have a doctor's note, no one will be permitted to leave the exam session once s/he has begun her/his exam any earlier than 60 minutes after the exam session has begun.

Not following Instructions:

There is a minimum 25% deduction for any assignment for not following instructions (either written or announced in class. In either case, absence from class is not an excuse). The 25% deduction is in addition to any late penalties.

Special accommodations:

Please make note of the following statement provided by the Disability Resource Center (DRC):

“The Disability Resource Center serves students with a wide array of learning challenges and disabilities. Please visit the DRC if you have any questions about classroom accommodations, whether you are a student or a faculty member. If you are a student who has a disability or a learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact the DRC staff as soon as possible.

Remember if you are someone who has either an apparent or non apparent disability and requires assistance in case of an emergency situation, such as a fire, earthquake, etc, please meet with your individual instructors to develop a safety plan within the first week of the quarter.”

Please also note that accommodations in this class do not apply retroactively, so please plan accordingly. There must also be reasonable notice to the instructor for any accommodations requests. In general, what constitutes “reasonable” notice in this class is at least one week in advance of execution of such accommodation(s).

Tutoring:

Tutors may be available on an individual basis for students who are earning a “C” or below at the time that they request a tutor. Please see me as soon as possible if you are interested in working with a tutor.

COURSE OUTLINE:

- WEEK 1** Introduction to the American legal system (read text, Chapters 1 and 2).
(April 3 - Lecture; discussion
April 7) **DUE: Syllabus & Course Website Quiz, Friday, April 7**
- WEEK 2** The American constitution and constitutional law (read text, Chapter 5).
(April 10 - Lecture; discussion
April 14) **DUE: Research Project: Proof of completion of LMC Tutorial, Friday, April 14**
- WEEK 3** Alternative dispute resolution; administrative agencies (read text, Chapters 3 and 6).
(April 17 - Lecture; discussion
April 21) **DUE: Research Project: Paper Topic Proposal (oral or print, ungraded), Friday, April 21**
- WEEK 4** Law and business associations (read text, Chapters 17 (pp. 380-5; 388-392; 394-398); Chapter 18 (p. 403; pp. 404-5; 407-12; 413-414); Chapter 19 (pp. 417-25; 426-8; 429-34; 436-441)).
(April 24 - Lecture; discussion
April 28)
- WEEK 5** Ethics, social responsibility, and the business manager; securities (read text, Chapters 4 and 29).
(May 1 - Lecture; discussion **Tuesday, May 3, practice exam** (in-class, optional, ungraded)
May 5) **DUE: Mid-term exam, Friday, May 5**
- WEEK 6** Torts, strict liability, and products liability (read text, Chapters 12 and 13).
(May 8 - Tuesday: Lecture; discussion
May 12)
- WEEK 7** Common law of contracts (read text, Chapters 9 and 10).
(May 15 - Lecture; discussion
May 19) **DUE: Wednesday, May 17, oral presentations, according to signups**
 DUE: Thursday, May 18, oral presentations, according to signups
 DUE: Friday, May 19, oral presentations, according to signups
 DUE: Friday, May 19, written presentation from everyone

WEEK 8 (May 22 - May 26)	<u>Sales (read text, Chapter 11; review Week 7 materials on sales and contracts).</u> Lecture; discussion
WEEK 9 (May 29 - June 2)	<u>Crime and business; international community (read text, Chapters 7 and 8).</u> Lecture; discussion; Court Visit Assignment discussion, Thursday, June DUE: Court Visit Assignment, Friday, June 2
WEEK 10 (June 5 - June 9)	<u>Intellectual property; internet law (read text, Chapter 14).</u> Lecture; discussion DUE: Research Paper, Friday, June 9 DUE: Last day to submit preapproved makeups; even if preapproved, any makeup submitted after June 9 will not be included in final course grades, although the instructor, at his sole discretion, may be willing to consider submitting a grade change after the end of the quarter; please be aware that there may be delays caused to financial aid, scholarships, etc.
WEEK 11 (June 12 - June 16)	<u>Employment law and discrimination (text, Chapters 21 and 22; review Week 2 materials on constitutional law – due process and equal protection).</u> Lecture; discussion; DUE: Final Exam, Wednesday, June 14 11:30-1:20 p.m. (official date, published at https://www.bellevuecollege.edu/courses/exams/ ; if you have another final exam that conflicts with this information, please correct that error with your other instructor; this instructor is not responsible for errors made in other classes.

*This syllabus represents the proposed plan for this term. However, there may be changes according to unexpected circumstances, and students are responsible for inquiring about any updates in the event of their absence from class when any changes are announced.

**Failure to read, understand, and/or to clarify any dissemination of course information required by this syllabus and/or course guidelines and/or College policies will not excuse and/or waive enforcement of such course and/or College policies.

***Continuing enrollment in this course constitutes understanding of and agreement to abide by these, as well as all other, course and/or College policies. Please do not ask for exceptions; they will not be granted. Applying different policies to individual students on a case-by-case basis is unfair to your classmates.