



## COURSE SYLLABUS

**COURSE TITLE:** Business Law and Ethics

**YEAR:**

**COURSE & SECTION NUMBER:** LAW 203

**TIME & PLACE:** Asynchronous, Online

**NUMBER OF CREDIT HOURS:** 3

**INSTRUCTOR:** TBD

**OFFICE LOCATION/HOURS:** TBD

**OFFICE PHONE:** TBD

**EMAIL:** TBD

**COURSE DESCRIPTION:** This course is an introduction to the American legal system as it relates to business enterprises and society. It includes a survey of courts, torts, ethics and public policy. It involves a study of the constitution, the common law of contracts, including contract formation, performance, breach and remedies, as well as a study of the law of sales under the Uniform Commercial Code.

**PREREQUISITES:** None

**LEARNING OUTCOMES:** Upon completion of this course, the student should be able to:

- 1) Develop an understanding of why rules were created and how they can be applied to various business disciplines (purpose of the law).
- 2) Discover how law and legal decisions affect business and business transactions.
- 3) Differentiate between ethical and legal standards and understand how businesses create an ethical corporate culture.
- 4) Recognize the major divisions of tort law and criminal law as they are applied in business contexts.
- 5) Differentiate between Common law and Contract law with a detailed study of the concepts and rules underlying the common law of contracts and law of sales with the intent of discovering the rules for the creation and enforcement of contracts.
- 6) Apply legal reasoning by applying principles derived from cases and statutes to new fact patterns which will demonstrate critical thinking skills.
- 7) Demonstrate an ability to derive policy justifications for legal rules and the application of such policy to new fact patterns.
- 8) Develop an understanding of how changing public policy and globalization impact business decision making and corporate social responsibility.

### REQUIRED TEXT:

**Main Textbook:** Mirande Valbrune, Esq; Renee De Assis; Cardell; Tess C. Taylor; Dr. Natalie Sappleton, Smartly Institute; C. M. Mitchell; Kenneth Mitchell-Phillips (2019). *Business Law I*. Open Stax. Download for free at:

<https://openstax.org/details/books/business-law-i-essentials?Book%20details>

**Select Readings from:** Siedel, George J; Mayer, Don (2012). Business Law and the Legal Environment. Saylor Foundation. Download for **FREE** at:

<https://open.umn.edu/opentextbooks/textbooks/business-law-and-the-legal-environment>

**OTHER MATERIALS:** Handouts, articles, etc. will be posted to the Moodle course shell periodically.

**GRADING/EVALUATION:**

**Participation:** Students will receive participation points each week by participating in the weekly discussion board forum(s) posted on Moodle. Class participation is worth 20% of the student's overall grade.

**Exams:** Students will complete three exams. Exams are worth 40% of the student's overall grade.

**Final Project:** Students will complete a final project by the end of the term. The Final Project will be worth 40% of the student's overall grade.

**NOTE:** *All written assignments and discussion board posts must conform to the guidelines set forth by the American Psychological Association.*

**GRADING SCALE:**

Grade	Percentage	Quality Points	Meaning of Grade
A	90-100	4.0	Excellent
B+	85-89	3.5	Very Good
B	80-84	3.0	Good
C+	75-79	2.5	Above Average
C	70-74	2.0	Average
D+	65-69	1.5	
D	60-64	1.0	
F	00-59	0.0	Failure
I	Incomplete	Not figured into GPA	
IP	In Progress (grade deferred)	Not figured into GPA	
W	Withdrawal	Withdrawal before completion of 80% of semester	
WP	Withdrawal	Withdrawal after completion of 80% of semester issued only under special circumstances and with approval of the department	

		chair/director	
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#### FEEDBACK:

<b>Response Time to Emails</b>	All emails will be answered within 24 hours, except on weekends.
<b>Response Time for Feedback on Assignments</b>	I will return assignments with grades and comments within 1 week of submission. I will provide detailed feedback and enter comments for all your assignments.
<b>Type of Feedback to Be Expected</b>	As noted above, I make comments for all your assignments. Sometimes I may even attach a file with corrections or notes. I will notify you if I send you a file. Please make sure you read all my comments. This is part of your learning process. Feel free to ask questions regarding your grade and my comments.

#### AN ADDITIONAL NOTE ON ATTENDANCE AND PARTICIPATION:

Attendance and participation are important for success in this class. For seated classes, all students are expected to be in class on time and for the entirety of the class, every time the class is in session. For online classes, students are required to participate in class via Moodle each week. Once a student misses three (3) class sessions in any single eight-week term, the student will be administratively dropped from the course. Only in the event of rare and unusual circumstances (and with formal documentation) will a student be allowed to continue in the course.

#### DISCUSSION BOARD CONDUCT:

1. Participation in the Discussion Board each week is expected and is essential.

##### General Guidelines for Online Discussions:

For the online discussions, you must not only respond to the instructor's questions, but carry on a dialogue with classmates as well. These are discussions and not just question and answer sessions. Good discussions are one of the items that make a good online course and establish community. If you only respond to the instructor's question, it makes the discussion more of an "exam" rather than a dialogue.

- (i) Do not get caught up in "winning" the debate. You are here to learn the material and to discuss matters of importance with others.
- (ii) Read all postings from classmates, not just those from the instructor. Sometimes exam questions are based on the insights of your classmates.
- (iii) If there are questions regarding the reading material, ask them as soon as possible.
- (iv) When you reply to a post, don't just say "I agree." Give the person or persons name you are agreeing with, and summarize what you are agreeing with. You might also consider changing the subject line to reflect your post.
- (v) You should plan on having, at minimum, your first post completed by **11:59 P.M. on Wednesday** and your subsequent posts by **11:59 P.M. on Sunday** of that week. One quality post is the bare minimum. However, more is expected to earn a discussion grade of "A" for the week. Late posts do not count for grading purposes.

- (vi) If you express an opinion, support it with material from our readings. When you quote, summarize, or paraphrase from the text be sure to give the page number(s) -- This is important!

### **Discussion Grade Guidelines**

These are general guidelines that will be applied when grading your weekly discussion. **See the Discussion Board Rubric uploaded to Moodle for a detailed breakdown of how discussion boards are graded.**

- (i) For an "A": a weekly discussion grade of "A" will require you to have all your postings completed by the deadlines, demonstrate excellent knowledge and understanding of the week's readings, responses, and questions for your classmates, and at least **three or more quality postings** per week. Your views, opinions, and thoughts must be documented from the class material. For example, if you express an opinion, try to support it with material from our readings and indicate the page number, if appropriate, where you found the support.
- (ii) For a "B": a weekly discussion grade of "B" will require you to have all your postings completed by the deadlines, demonstrate good knowledge and understanding of the weeks' readings, responses, and questions for your classmates, and at **least two or more quality postings** per week. Your views, opinions, and thoughts must be documented from the class material. For example, if you express an opinion, try to support it with material from our readings and indicate the page number, if appropriate, where you found the support.
- (iii) For a "C": a weekly discussion grade of "C" will require you to have your postings completed by the deadlines, demonstrate average knowledge and understanding of the week's assignments, responses, and questions for your classmates, and **one quality postings** per week. Your views, opinions, and thoughts must be documented from the class material. For example, if you express an opinion, try to support it with material from our readings and indicate the page number, if appropriate, where you found the support.
- (iv) For a "D": a weekly discussion grade of "D" may be awarded where you only respond to other classmates' posts and do not respond to the question's presented by the discussion boards posted.
- (v) For an "F": simply do nothing or offer only postings that are strictly your opinion without any support from the class materials.

**NETIQUETTE POLICY:** Online discussion board forums take the place of actual conversations in a traditional classroom; furthermore, discussion boards are part of your final grade. Assume that you are in a professional setting and be sure to be mindful of your spelling and grammar when making posts. Like it or not, you are judged by how well you write and speak in the real world. Some students prepare their main posts in Microsoft Word and then copy/paste into the forum. Please remember to read each post made within the course and to meet the requirements for responding to your peers each week. Finally, remember to be respectful within your discussion posts and responses and refrain from belligerent feedback as such behavior is considered unprofessional and unacceptable.

### **OTHER POLICIES (Undergraduate):**

#### **ACADEMIC MISCONDUCT**

The University prohibits all forms of academic misconduct. Academic misconduct refers to dishonesty in examinations (cheating), presenting the ideas or the writing of someone else as one's own (plagiarism) or knowingly furnishing false information to the University by forgery, alteration, or misuse of University documents, records, or identification. Academic dishonesty includes, but is not limited to, the following examples: permitting another student to plagiarize or cheat from one's own work, submitting an academic exercise (written work, printing, design, computer program) that has been prepared totally or in part by another, acquiring improper knowledge of the contents of an exam, using unauthorized material during an exam, submitting the same paper in two different courses without knowledge and consent of professors, or submitting a forged grade change slip or computer tampering. The faculty member has the authority to grant a failing grade in cases of academic misconduct as well as referring the case to Student Life.

## **PLAGIARISM**

You are expected to submit your own work and to identify any portion of work that has been borrowed from others in any form. An ignorant act of plagiarism on final versions and minor projects, such as attributing or citing inadequately, will be considered a failure to master an essential course skill and will result in an F for that assignment. A deliberate act of plagiarism, such as having someone else do your work, or submitting someone else's work as your own (e.g., from the Internet, fraternity file, etc., including homework and in-class exercises), will at least result in an F for that assignment and could result in an F for the course.

**In situations of Academic Misconduct or Plagiarism, instructors have the authority to award a failing grade on the assignment in question or a failing grade for the course. Upon approval by the appropriate Dean, Academic Misconduct may also result in expulsion from the University.**

**KETNER SCHOOL OF BUSINESS CELL PHONE AND TECHNOLOGY IN CLASS POLICY:** The use of cell phones, tablets, laptops or any other electronic devices for personal or non-course related purposes is strictly prohibited. Students must notify the instructor before class if there is some type of emergency that requires you to check or access your device during class. In the event of unauthorized use, faculty have the right to ask students to leave class for the balance of that day's class and be counted as absent and/or ask the student to place the device on the instructor's desk to be collected at the end of the class period. Repeated violations can result in the lowering of the student's grade for the course. Students are encouraged to bring a calculator to classes that may require the use of a calculator and not rely on a cell phone or other device.

Professionalism and respect for others are important characteristics in students and business professionals. It is important that we embrace these values as we build an exceptional learning community.

## **HOW THE ONLINE CLASS IS RUN**

On Monday of each week of this course, the following will be posted to Moodle:

- Lecture Notes
- Assignment
- Online Forum Discussion Board(s)
- Other Resources

You are expected to read the Lecture Notes and do all of the readings on the syllabus for that week. You will be given assignments and forum discussions over the material for that week. Each of the items

posted, with a few exceptions, will be due the following Sunday by 11:59 P.M. **Any items not submitted by 11:59 P.M. on Sunday will be considered late and a zero will be assigned for that assignment. Only emergency circumstances such as a severe illness, death of a family member, etc. will warrant an extension of an assignment deadline.** Therefore, be sure to respect and promptly observe the assignment deadlines. Please contact me as soon as possible if an emergency situation arises, so we may discuss, in advance, an appropriate extension of your assignment deadline.

***To submit assignments, please upload them to Moodle.***

#### **ADDITIONAL INFORMATION FOR ONLINE COURSES:**

##### **A. Technology Tools:**

1. Web Access: this course is taught in asynchronous mode, using Moodle. Students will regular need access to a web-accessible computer. Weekly participation including Discussion Board postings is required.
2. Software: Microsoft Word, PowerPoint and Adobe Reader.

##### **B. Instructor Expectations:**

1. The instructor reserves the right to require proctoring or validation of student's academic work at the instructor's discretion.
2. The instructor reserves the right to change or modify course materials or deadline in response to student feedback or unforeseen circumstances.
3. The instructor requests that students allow 24 hours to respond to student emails or other forms of contact.
4. The instructor will attempt to be available during weekdays; however, as balance between family and work is important in everyone's lives, the instructor reserves the right to be unavailable on weekends.
5. The instructor requests that the students allow the instructor one week from the date of submission, to post a grade, or provide feedback, on any assignment. (Note: the instructor will make every effort to provide faster turnaround time; however, faster turnaround time may not be possible.)

##### **C. Student Expectations:**

1. Refer to the Course Schedule for all due dates.
2. Late assignments will lose points.
3. Must know how to access their Moodle email account and will use this account for this course unless other arrangements have been made. Check your email periodically.
4. Keep a copy of all assignments until the end of the course.
5. Review and refer to the syllabus.
6. Understand that there are not any "lectures" in this course and students are responsible to read ALL course materials, including emails and announcements from the instructor.

**COURSE CALENDAR/SCHEDULE:** See course calendar/schedule posted in Moodle.

#### **COURSE MAPPING:**

<b>Week One: Introduction to Law (LO1,2,6)</b>
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Learning Activities and Materials	Assessments
<p>Read: (LO 1, 2, 6)</p> <ul style="list-style-type: none"> <li>• <a href="#">Chapter 1: American Law, Legal Reasoning, and the Legal System</a></li> <li>• <a href="#">Chapter 2: Disputes and Dispute Settlement</a></li> <li>• <a href="#">Chapter 4: Business and the United States Constitution</a></li> <li>• <a href="#">Article: How to Read a Legal Opinion</a></li> <li>• <a href="#">Article: Mediator Assigned</a></li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lecture on the American Court System</a> (LO 1, 2, 6)</li> </ul> <p><a href="#">Video on History of US Law</a> (LO 1, 2, 6)</p>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion Forum (LO1, 2, 6)</li> </ul> <p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions (1, 2, 6)</li> </ul>
<b>Week Two: Business Ethics (LO1-8)</b>	
Learning Activities and Materials	Assessments
<p>Read: (LO 1, 2, 3, 4, 5, 6, 7, 8)</p> <ul style="list-style-type: none"> <li>• <a href="#">Chapter 3: Business Ethics and Social Responsibility</a></li> <li>• <a href="#">Special Readings from Legal Environment of Business Textbook: Chapter 41 (Partnerships), Chapter 42 (Hybrid Business Forms), and Chapter 43 (Corporations)</a></li> <li>• Website, <a href="#">An Entrepreneur's Guide to Starting A Business in Indiana</a></li> <li>• <a href="#">Articles of Incorporation Form</a></li> <li>• <a href="#">Articles of Organization</a></li> <li>• Sample of Bylaws of Corporation (See Week 2 Module in Moodle)</li> <li>• Sample of Limited Liability Company Operating Agreement (See Week 2 Module in Moodle)</li> <li>• <a href="#">How to Brief a Case Using "IRAC" Method</a></li> <li>• <a href="#">How to Brief a Case. Case Brief Format</a></li> <li>• Review Final Project Assignment Sheet (LO 1, 2, 3, 4, 5, 6, 7, 8) (See Week 2 Module in Moodle)</li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lectures on Business Organizations, Partnerships, Small Business Models, Publicly Traded Companies, and Limited Liability Companies</a></li> </ul> <p><a href="#">Video – Shark Tank</a> (LO 1, 2, 3, 4, 5, 6, 7, 8)</p>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion Forum (LO 2, 3, 6, 7, 8)</li> </ul> <p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions (LO 1, 3, 4, 5)</li> <li>• Start working on Final Project (LO 1, 2, 3, 4, 5, 6, 7, 8)</li> </ul>
<b>Week Three: Admin Law (LO1-8)</b>	
Learning Activities and Materials	Assessments

<p>Read: <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Chapter 5: Criminal Liability</a></li> <li>• <a href="#">Chapter 6: The Tort System</a></li> <li>• <a href="#">Chapter 10: Government Regulation</a></li> <li>• <a href="#">FDA proposes strict new safety rules for animal food</a></li> <li>• Review Final Project Assignment Sheet <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lectures on Administrative Law (Watch Modules 1-5)</a></li> <li>• <a href="#">Video Lecture on Torts</a></li> </ul>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion Forum <b>(LO 1, 2, 4, 6, 7)</b></li> </ul> <p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions <b>(LO 1, 2, 4, 6, 7)</b></li> <li>• Continue working on Final Project <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></li> <li>• Compete Exam 1 (Weeks 1-3) <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></li> </ul>
<b>Week Four: Contracts, 1 (LO1-8)</b>	
<b>Learning Activities and Materials</b>	<b>Assessments</b>
<p>Read: <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Chapter 7: Contract Law</a></li> <li>• Review Final Project Assignment Sheet <b>(LO 1-8)</b></li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lectures on Contract Law (Watch Modules 1-4)</a> <b>(LO: 1, 2, 5, 6, 7, 8)</b></li> <li>• <a href="#">Video: Oral Contracts</a> <b>(LO: 1, 2, 5, 6, 7, 8)</b></li> </ul>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion Forum <b>(LO: 1, 2, 5, 6, 7, 8)</b></li> </ul> <p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions <b>(LO: 1, 2, 5, 6, 7, 8)</b></li> </ul> <p>Continue working on Final Project <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></p>
<b>Week Five: Contracts, 2 (LO1-8)</b>	
<b>Learning Activities and Materials</b>	<b>Assessments</b>
<p>Read: <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Chapter 8: Sales Contracts</a> <b>(LO 1, 2, 5, 6)</b></li> <li>• Review Final Project Assignment Sheet <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lecture on Performance and Breach (Module 5)</a></li> <li>• <a href="#">Breach of Contract Video Clip</a> <b>(LO 5)</b></li> <li>• <a href="#">Shark Tank Video</a> <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></li> </ul>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion <b>(LO: 1, 2, 5, 6, 7, 8)</b></li> </ul> <p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions <b>(LO: 1, 2, 5, 6, 7, 8)</b></li> </ul> <p>Submit draft of Final Project <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></p>
<b>Week Six: Bankruptcy, Intellectual Property, Insurance (LO1-8)</b>	
<b>Learning Activities and Materials</b>	<b>Assessments</b>
<p>Read: <b>(LO 1, 2, 3, 4, 5, 6, 7, 8)</b></p> <ul style="list-style-type: none"> <li>• Special readings from <a href="#">Business Law and the Legal Environment: Chapter 30</a></li> </ul>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion Forum <b>(LO 1,2, 6, 7, 8)</b></li> </ul>



<p><a href="#">Bankruptcy</a>, <a href="#">Chapter 32 Intellectual Property</a>, <a href="#">Chapter 37 Insurance</a></p> <ul style="list-style-type: none"> <li>• <a href="#">Apple vs. Samsung Patent Lawsuit Closing Arguments Spark Fireworks Review</a></li> <li>• Final Project Assignment (LO 1, 2, 3, 4, 5, 6, 7, 8)</li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lecture on Overview of Bankruptcy (Module 1)</a></li> <li>• <a href="#">Lecture on Defining the Trademark (Module 1)</a></li> <li>• <a href="#">Lecture on Types of Insurance (Module 5)</a></li> </ul>	<p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions (LO 1, 2, 6, 7, 8)</li> <li>• Continue working on Final Project (LO 1, 2, 3, 4, 5, 6, 7, 8)</li> <li>• Exam 2 (Weeks 4-6) (LO 1, 2, 3, 4, 5, 6, 7, 8)</li> </ul>
<b>Week Seven: Employment and International Law (LO1-8)</b>	
<b>Learning Activities and Materials</b>	<b>Assessments</b>
<p>Read: (LO 1, 2, 3, 4, 5, 6, 7, 8)</p> <ul style="list-style-type: none"> <li>• <a href="#">Chapter 9: Employment and Labor Law (LO1, 2, 6-8)</a></li> <li>• <a href="#">Chapter 13: International Law (LO 1, 2, 6, 7, 8)</a></li> <li>• Review Final Project Assignment Sheet (LO 1, 2, 3, 4, 5, 6, 7, 8)</li> </ul> <p>Watch:</p> <ul style="list-style-type: none"> <li>• <a href="#">Lecture on Employment Law: Employee vs. Independent Contractor</a></li> <li>• <a href="#">Lecture on Immigration Law: Visas for Foreign Workers Entering or Immigrating to the United States</a></li> <li>• <a href="#">Video: OSHA's 40<sup>th</sup> Birthday (LO1, 2, 6, 7, 8)</a></li> </ul>	<p>Discuss:</p> <ul style="list-style-type: none"> <li>• Discussion Forum (LO1, 2, 6, 7, 8)</li> </ul> <p>Assess:</p> <ul style="list-style-type: none"> <li>• Complete self-assessment questions (LO1, 2, 6, 7, 8)</li> </ul> <p>Complete and submit Final Project (LO 1, 2, 3, 4, 5, 6, 7, 8)</p>
<b>Week Eight: Wrap Up (LO1-8)</b>	
<b>Learning Activities and Materials</b>	<b>Assessments</b>
<p>Read:</p> <ul style="list-style-type: none"> <li>• Review materials covered in Weeks 5-8 (LO 1, 2, 3, 4, 5, 6, 7, 8)</li> </ul> <p>Assess:</p> <p>Final Exam on materials covered in Week 5-8 (LO 1, 2, 3, 4, 5, 6, 7, 8)</p>	<p>Assess:</p> <p>Final Exam on materials covered in Week 5-8 (LO 1, 2, 3, 4, 5, 6, 7, 8)</p>