

# BUS140: Legal Environment of Business

For easy reference, be sure to print a hard copy of this Syllabus.

Welcome to MiraCosta College's offering of BUS140, **Legal Environment of Business**. Knowledge of the law is helpful in many real-world situations. You'll find that studying U.S. law is educational, entertaining and amazing.

## Course Description

BUS140 introduces business-related law, ethics, social responsibility, and government regulations. Topics include dispute resolution, legal system and laws, torts, crimes, contracts, sales, warranties, negotiable instruments, secured transactions, bankruptcy, agency, employment, business entities, real and personal property, cyberlaw, and intellectual property.

## Course Details

Semester: Fall 2017 August 22, 2017 Through December 14, 2017

Final Exam: Thursday, Dec 14th @ 6pm

Units: 3; Prerequisites: None; Acceptable for Credit: CSU, UC

Section: 1194; Format: On Campus Class Campus: Oceanside Room: 4802 Time: 12-1:15 pm Day: TTh

Class Website: [blackboard.miracosta.edu](http://blackboard.miracosta.edu) Sample Quizzes: Under the product name of **Course Mate**, Cengage (the publisher of our textbook) provides online, interactive study aids ... practice quizzes, flashcards and crossword puzzles. How to access this material is provided within your textbook. Also, see below, under the title, **Course Materials**.

## Student Learning Outcomes (SLOs) & Course Objectives

### GENERAL OBJECTIVES:

Professor Drasco's (PD) goals go beyond the usual classroom style of learning. The lectures and the activities are designed to appeal to a variety of learning styles to keep everyone active and interested. As you proceed through the course, you will:

- Learn the subject matter and remember the key points
- Ever been in a food fight? Be ready to grab a gob of the law the throw it across the room. Together we'll demystify the law.
- Develop a good overview of how law and legal issues relate to business
- Be encouraged to apply the concepts to your own business and personal life
- Critically evaluate ethical, social, and business consequences of legal decisions
- Communicate through the discussion forums with other students on legal, ethical, technical, and other issues
- Increase your knowledge and improve your technical computer and Internet skills
- Improve your written communication skills (letter writing, research, essay writing, emails, tweets)
- Discover and explore interesting websites that are useful to both your academic and business endeavors

### SUBJECT MATTER OBJECTIVES:

The specific subject matter objectives for the course are for you to:

- Develop an understanding of the structure and process of the U.S. legal system, including organization, statutory law, case law, criminal law, tort law, dispute resolution, and litigation
- Explore business ethics and social responsibility and how these relate to decision-making by business managers
- Examine and compare legal doctrines of the Constitution, civil law, criminal law, and international law
- Understand the nature, characteristics, and status of contracts, and be able to draft and critique contracts
- Learn and apply the laws related to sales, warranties, and product liability
- Examine the rules related to personal and real property
- Learn the nature and types of negotiable instruments (commercial paper)
- Explore and utilize the rules and laws related to agency, employment and discrimination
- Examine the laws related to secured transactions, bankruptcy, cyberlaw, and intellectual property
- Discover the various forms of business organization and how businesses are regulated
- Practice using the power of your personal rights to plow through social, media, political and bureaucratic smokescreens
- Distinguish where the power of the U.S. government stops, where the power of the state stops and where your power is

### STUDENT LEARNING OUTCOME:

To orient your knowledge so you can effectively apply contemporary legal principles to formulate business decisions.

## Instructor Information

**Professor:** Mitchell I Drasco (a.k.a. PD). **Background:** Practicing Attorney. PD obtained his JD from Western State University. PD's undergraduate work was at California State Polytechnic University, Pomona where he obtained a BS-Mechanical Engineering and a BS-Mathematics. **Scheduled Office Hours:** TBA

**Instructor's Home Page:** [www.miracosta.edu/home/mdrasco](http://www.miracosta.edu/home/mdrasco)

**E-mail:** [mdrasco@miracosta.edu](mailto:mdrasco@miracosta.edu)

**Phone/message:** (858) 926-0990 **email is always preferred.**

## Course Materials

**Required Text:** Beatty & Samuelson, *Essentials of Business Law*, 5<sup>th</sup> Edition, Cengage Learning, (ISBN 978-1-285-42703) which can be viewed at <http://www.cengagebrain.com>. Before you purchase any textbook, note: the recommended MCC special combo bundle (ISBN 9781305303348) is reasonably priced at the MiraCosta bookstore and includes a 3-hole punch, shrink-wrapped complete edition of the text along with CourseMate. CourseMate is not required but offers excellent study aids and complete access to the ebook of the text. The regular student copy ISBN of the text is 9781285427003. Make sure you have the current 5th edition. Older editions are not supported.

Access to the text is required by the first week of class (to complete the homework assignments). There is a copy of the textbook on reserve at both the Oceanside and SEC campus libraries. Also, please note, using our Blackboard site, you can download the 1st 4-chapters **FREE**. MCC's Bookstore(s) can be accessed online at [www.miracosta.edu](http://www.miracosta.edu). At the top of the page is a link to the A-Z Index. The link to both bookstores are posted. The bookstore offers both NEW and USED copies of required textbooks. Choose wisely, prior editions are not acceptable. You may choose to purchase the text from any number of sources and locations, but if you don't purchase it from the MCC Bookstore, you assume and accept all risks, including lack of return policy, delays in delivery, etc.

**For this Section of BUS140, a hardcopy of the textbook is recommended, but an ecopy will suffice.**

**Required Hardware:** Regular access to an efficient, dependable computer with fast, reliable internet support. Do NOT rely only on a mobile device - **your grade will likely suffer. I've yet to meet a student that can do well on the online tests using mobile devices.** **Required Software:** Real Player (for videos), Adobe Flash Player (for narrated PowerPoint), Adobe Reader (for pdf's). All of these are free downloads on the Internet. **Required Supplies:** Except for the final exam and pop-quizzes, all quizzes and exams are taken on Blackboard. **NO Scantron forms needed at any time during this semester.**

## Course Grading

**GRADING CRITERIA (typically 800 total points) (There are 30 Extra Credit points planned for this class and there are no makeup quizzes or exams; strive to complete all assignments on a timely basis.)**

- 270 points: Chapter Quizzes (28 individual chapters x 10 questions per chapter x 1pt each question)
- 400 points: Four Exams (Final Exam is the 4<sup>th</sup> Exam) (4 x 100 points each; 50 questions per Exam, each valued at 2 points)
- 100 points: Take-home Ethics Dilemma (50 points) and Take-home draft contract (50 points)
- 100 points: Research paper on business and law. The topic is your choice, but must have PD's approval.

**Note: In addition to chapter quizzes and exams, each week there will be video-homework, usually graded at 5 HW-points. HW points are weighted points and the weight is determined by PD at the end of the semester.**

### FEEDBACK FOR GRADES

- Chapter quizzes & exams will be graded and your scores posted automatically on Blackboard. **Keep a spreadsheet.**
- Written Projects are submitted to TURNITIN and are graded by PD and posted the week following the due date.
- Be sure to check the Online Grade-book regularly. Any claimed errors or discrepancies in the grades must be brought to PD's attention within two weeks of the due date. After two weeks, point postings are final.
- PD will respond to appropriate questions in proper format. For quick and simple questions email PD; for more complex issues that require discussion, please arrange to meet with PD.

**The letter grading is determined by the percentage of total possible points. However, the grading curve is subject to minor adjustment (up or down) by PD in his sole discretion at the end of the semester.**

- **A** (Excellent): 90% +
  - **B** (Good) 80-89%
  - **C** (Average) 70-79%
  - **D** (Below Average) 60-69%
  - **F** (Failure) less than 60%
- If you're taking this class as a warm-up for law school, you should switch to Pass / No-Pass grading. Speak to PD.

## Course Content

Most lectures cover one or two chapters of the textbook. You are responsible for reading the chapters and other related-documents, videos or websites, and completing all assignments. The quizzes and exams consist of mostly multiple-choice and a few T/F questions. As mentioned in the **Course Details**, above, there are sample quizzes and additional self-testing information. Of course, you may read ahead, but you will only be able to submit assignments during the appropriate week. The textbook also has sample questions and recommended study strategy. At the end of each chapter are a set of sample test questions. PD can provide you the answers. Just ask. **Your priority is to be sure all assignments for each week are completed on time.**

**ATTENDANCE:** PD takes attendance at each class. Regular attendance for the full class period is important. Please inform PD if you will unavoidably miss two consecutive class sessions. Also, be sure to NOT miss 1) any classes during the first two weeks, and 2) more than four total classes for the semester. Do not interrupt class by entering the classroom if you are more than 10 minutes late. Violations subject you to being dropped, at PD's sole discretion.

To elaborate, regular attendance for the full class is important. Three (3) consecutive unannounced absences or six total absences for the class subjects the student to being dropped at PD's discretion, without notice. Keep track of your attendance. Via email, communicate with PD before problems arise. It's advisable to make friends with your colleague-classmates. Should you miss a lecture, colleagues are encouraged to share class-notes. Much of the lecture material is not in the textbook and is subject for testing.

**IN-CLASS-LECTURE / DISCUSSION:** BizLaw covers just about every aspect of life and death. You're going to have an opinion on the text materials, the lectures, the videos and the comments of your colleagues. The richness of the lecture session comes from your insights, your comments and your questions. Reading the assigned chapters before class will automatically draw you into the discussions. Check the weekly Homework schedule for the chapters/topics assigned. To help you review for the quizzes and exam, use the questions at the end of each chapter and take the online practice quizzes. Students will complete most assignments individually, while some assignments require working with partners or in small groups. There are no makeup quizzes or exams. The student receives a score of "0" for any missed test or class exercise.

**CHAPTER QUIZZES:** Normally there is a separate quiz for each chapter, consisting of a mixture 10 MC and/or T/F questions. Chapter quizzes are taken online using Blackboard. Before your semester grade is determined, your lowest chapter quiz score is dropped.

**UNIT EXAMS:** There are three Unit-cumulative exams, covering units 1, 2 and 3. Each exam covers material in the text and lectures. Unit exams are also taken online using Blackboard. Each exam is closed book, but (this might surprise you) you may have an unlimited number of personally prepared handwritten, typed, or word-processed pages of notes. There are no makeup exams. Exam due dates are found in the Homework section found at the end of this syllabus.

**FINAL EXAM:** This test is taken in the classroom during finals week. The test questions are drawn from anywhere within the textbook, power point materials, cases, lectures, video-homework or assigned reading.

**GRADING:** BUS140 is a letter-graded course, unless you choose the Pass / No-Pass option. If you are not concerned about receiving a letter grade, consider the P/NP option. The P/NP petition must be completed and submitted to Admissions and Records by the date listed in the current class schedule. If you choose this option and would have received a "C" or better, you will receive "P." If not, you will receive "NP." (If you're a transfer student, likely, you'll want to take the class for a letter grade.)

## Course Rules & Expectations

### RULES AND EXPECTATIONS:

Students are expected to:

- Please: Be prepared. Attend regularly (see PD's comments in the Course Content, above). Be on time for class. Pay attention in class. Participate and act interested in the subject. Do not engage in any form of academic dishonesty. On our Blackboard website, you'll find a detailed explanation (including videos) of our BUS140 Honor System.
- Respect fellow students, PD and guest speakers. Don't bring food or uncovered beverages into the classroom. Turn off all cell phones. Dress and act appropriately for a good learning environment. You are free to internet browse, text, email, and/or message before class, after class and during breaks. Class time is reserved exclusively for the lecture and discussions.
- Access your email and our Blackboard class site several times per week (minimum of 3 times per week).
- Complete and submit assignments on a timely basis, according to PD's instructions and the syllabus schedule.
- Submit assignments on time - Do not ask for exceptions to the rules and/or wait until the last minute.
- Share your knowledge, participate with a view to learning and growing, and most importantly, have a good time.
- On all email submissions to PD, clearly identify yourself with full name and email address. Be professional.
- Take full responsibility for knowing the requirements, rules, deadlines, and activities
- Proactively work through all assignments to make the class a successful experience. If an assignment is missed, if computer or internet problems arise, or if other life activities take precedence, accept the fact, learn from it, and move on.
- Maintain a sense of humor and keep things in perspective.
- Even if collaboration is authorized by PD, submit original written work, and act and behave ethically, honestly, and politely throughout the course.
- BizLaw has an honesty system ... What is the BUS140 Honesty System (a.k.a. BUS140 Honor System)?  
You'll find our BUS140 Honor System conforms to major universities and is detailed on our Blackboard site.

### CLASS WITHDRAWAL RULES:

- If you decide to withdraw from this class, you're responsible to complete all necessary Admissions and Records forms. Remember, though, PD retains complete discretion to process a Withdrawal (Drop) for inactive, non-attending students. Accordingly, PD will, without notice, for any of the following (unless discussed with PD and approved in advance) remove a student's name from the roster, thus blocking BUS140 Blackboard access -
  - Failure to complete any assignment during the first two weeks of the semester
  - Missing ANY class during the first two weeks
  - Missing 3 consecutive classes or 4 total classes during the semester

- Failure to complete 2 consecutive or 4 total Assignments of any type
- Failure to complete ANY Unit Exam

### CLASS CONSIDERATIONS:

You must be proactive to succeed in this course. PD's emails and regular Blackboard postings will keep you updated; however, do not rely on PD reminding you of upcoming events and due dates. You are responsible for all activities and deadlines listed in this syllabus. Read this syllabus thoroughly and make note of important dates and deadlines. **Make sure you have a backup plan if your computer or Internet has problems.** Do not wait till the last minute to submit assignments. Remember Murphy's Law: Anything that can go wrong will go wrong. Take responsibility and plan accordingly.

- You need regular access to an efficient, reliable computer with video-fast internet speed.
- There will be limited opportunity to clarify instructions; you are expected to timely and carefully read the syllabus, class documents, and all Announcements.
- If you need further assistance or clarification from the instructor, you need to promptly email, call, or visit and be very clear with your questions and comments.
- You need to be technologically proficient and need to take full responsibility for completing online submissions timely.
- There will not be constant, ongoing reminders; you need to know all rules and deadlines and be skilled at time management.

### STUDY HOURS and TIME BUDGET:

The general rule for budgeting your time is to plan spending two (2) hours studying for every hour spent in the classroom. For our BUS140 course, you'll be spending 3-hours/week in the classroom listening to lectures, guest speakers, watching videos and/or working with colleagues. **Very few BUS140 students escape without putting in 6-hours/week studying.** Studying includes reading the assigned chapter(s), viewing assigned video(s), researching your writing assignment, preparing for quizzes / exams and taking the quizzes and exams.

## College Policies & Services

### IMPORTANT DATES:

- **Sept 1, 2017 (Fri):** Last day to ADD classes.
- **Sept 1, 2017 (Fri):** Last day to DROP classes with no grade, get a refund and avoid a "W".
- **Sept 22, 2017 (Fri):** Last day to file for Pass/No Pass. **Consider P/NP option if you do not need a letter grade**

• **Nov 17, 2017 (Fri):** Last day to Drop class with "W" grade; Drops after this date will receive a letter grade (generally an "F"). If you discover this course is not for you, or your class performance is not satisfactory, make sure to drop in time.

### INCOMPLETE GRADE:

Students seeking an "Incomplete" grade must consult with PD in person no later than the week prior to finals. Incompletes will only be considered for unforeseeable, emergency and justifiable reasons at the end of the term, and only upon agreement of conditions for completing coursework. Incompletes are rarely granted and only if the emergency or other unforeseeable justifiable reason occurs after the date for dropping the class. Work, vacation, family concerns, class schedules, time management problems, and other normal issues that all students face rarely qualify for Incomplete status.

### PASS/NO PASS GRADING OPTION (for graded classes):

You have the option to choose Pass/No Pass grading for this class. If you choose this option, you must submit a Petition for Pass/No Pass to Admissions & Records before 30% of the class has elapsed. This option for grading is irreversible once selected. The petition form is available online, or from Admissions & Records. Students planning to transfer should consult with a counselor before opting for Pass/No Pass to ensure this option is accepted by their intended transfer institutions. Check the MiraCosta College catalog or schedule for more detailed information.

### DISABILITY ACCOMMODATIONS:

Students with disabilities, whether physical, learning, or psychological, who believe that they may need accommodations in this class, are encouraged to contact Disabled Students Programs & Services (DSPS) as soon as possible to ensure that such accommodations are implemented in a timely manner. DSPS' phone number is (760) 795-6658 and they are located on the Oceanside campus in Building 3000-Student Services, Room 3009, adjacent to Parking lot 3C.

### LIBRARY RESOURCES: 5-Star Review

The MiraCosta College faculty librarians will assist you with any research questions, whether academic or personal. Students may obtain assistance from librarians either one-on-one at the reference desk, through class orientations, group workshops, individual appointments, or online. PD strongly encourages you to take advantage of library resources. More information regarding the library may be found at their webpage: <http://www.miracosta.edu/library>.

**COLLEGE SUPPORT SERVICES:**

The Tutoring and Academic Support Center (TASC) and the Writing Center (WC) assist students by providing individual and group tutoring, WC drop-ins, learning communities, self-help materials, and student success workshops. Services are free and available to all students during day and evening hours at all MiraCosta College campuses. Take advantage of these academic support services. For more specific information, please call (760) 795-6682.

**PLAGIARISM AND ETHICS POLICY:**

Each student agrees to the following statements of student behavior:

- I agree that I, and only I, will be the one completing and submitting class materials (homework, quizzes, exams, written projects, etc.) in my name.
- I agree that all work submitted in my name will be my original work. I will not use computer programs or artificial intelligence systems to generate the work and I will not directly copy or plagiarize material from books, publications, the Internet, other students' work, or any other source. I am familiar with, and I agree not to violate, copyright laws. If small amounts of material from other sources are used as part of any class assignment, I agree to clearly indicate such and properly cite the source.
- I agree that any projects submitted for this class have been prepared for this class only and have not been, and never will be, submitted for any other class at MiraCosta or any other school.
- I agree that, unless approved by the instructor, I will not share answers to homework assignments, quizzes, exams, or any other course material with fellow classmates.
- I acknowledge that failure to comply with any of the above statements may result in failure of an assignment, removal from the course, failure in the course, and discipline action deemed appropriate by the instructor in his sole discretion and/or policies and procedures set forth by the Board of Trustees of the MiraCosta Community College District, fully described in the College Catalog.

## **Reading assignments and Testing schedules Appear below**

**Not Shown below are point for:**

**Extra Credit – 30 pts (Optional)**

**Online HW – Approx 10 assignments (5 weighted pts each)**

# Reading Assignments & Testing Schedule

Read Assigned Chapters **BEFORE** Class – **Expect Pop Quizzes**

## Section 1194 – Fall 2017

**Campus: Oceanside    Room: 4802    Time: 12:00 pm – 1:15 pm    Day: TTh**

### Quizzes / Exams:

Except for **Pop-quizzes** and the **Final Exam**, all quizzes & exams are taken on Blackboard. Chapter quizzes are valued at 10 points per chapter. Normally there will be ten (10) questions per chapter.

Unit Exams are valued at 100 pts. Each Unit Exam will have 50 questions.

**IMPORTANT NOTICE:** This syllabus is subject to change, at any time, at PD's discretion. When and if changed, notice will be given to you through an announcement in class, by email, and/or with an announcement on the class online site.

**Read & Study Chapter 1 & 2 before the first lecture.**

**Note: Please re-review page 4, above, especially the paragraph titled: *Study Hours & Time Budget***

### What's the secret to getting an "A" in this course?

You'll find the secret on our Blackboard space where you'll discover several "A" students have written you letters explaining the trick(s).

§1194 <b>Unit 1 - The Legal Environment</b> Rev: 0							Unit 1	Unit 1	BUS140
Week	Day	Lecture Date	Lecture Chapter	Chapter Title	Bb Quiz / Ex	Due Date	Points	Cum Points	Cum Points
1	T	22-Aug	1	Law - Introduction			10		
	Th	24-Aug	1&2	Intro to Law (Wrap-up) & Bus. Ethics	1	27-Aug			
2	T	29-Aug	2	Bus. Ethics (Wrap-up)			20		
	Th	31-Aug	3	Dispute Resolution	2&3	4-Sep			
3	M	4-Sep	Campus Closed - Labor Day				20		
	T	5-Sep	4	Common / Statutory / Admin. Law					
	Th	7-Sep	5	Constitutional Law	4&5	10-Sep			
4	T	12-Sep	6	Torts & Products Liability			20		
	Th	14-Sep	7	Crimes	6&7	17-Sep			
5	T	19-Sep	8	International Law	Exam 1	24-Sep	100	170	170

No "separate" chapter quiz on chapters highlighted in yellow

**8 Chapters - Exam 1: 50 Qs    Some T/F    Some MC    Chapters 1-8**

§1194		Unit 2 - Contracts					Rev: 0
Week	Day	Lecture Date	Lecture Chapter	Chapter Title	Bb Quiz / Ex	Due Date	
5	Th	21-Sep	9 & 10	Contracts - Introduction & Agreement	9&10	24-Sep	
6	T	26-Sep	11	Consideration	11&12	1-Oct	
	Th	28-Sep	12	Legality			
7	T	3-Oct	13 & 14	Capacity/Consent & Written Ks	13,14&15	8-Oct	
	Th	5-Oct	15	Third Parties			
8	T	10-Oct	16	Performance & Discharge	Exam 2	15-Oct	
	Th	12-Oct	17&18	Remedies & Practical Ks			

Points	Unit 2 Cum Points	BUS140 Cum Points
20		
20		
30		
100	170	340

No "separate" chapter quiz on chapters highlighted in yellow  
 10 Chapters - Exam 2: 50 Qs Some T/F Some MC Chapters 9-18

§1194		Unit 3 - Commercial Transactions					Rev: 0
Week	Day	Lecture Date	Lecture Chapter	Chapter Title	Bb Quiz / Ex	Due Date	
9	T	17-Oct	You	Select & Commit To Research Topic		17-Oct	
	T	17-Oct	19	Sales - Introduction	19&20	22-Oct	
	Th	19-Oct	20	Ownership & Risk			
10	T	24-Oct	21	Performance & Remedies	21&25	29-Oct	
	Th	26-Oct	25	Agency			
11	T	31-Oct	24	Bankruptcy	23&24	5-Nov	
	Th	2-Nov	23	Secured Transactions			
	Th	2-Nov	TakeHome	Ethics Dilemma		7-Nov	
12	T	7-Nov	22	Negotiable Instruments	Exam 3	5-Nov	

Points	Unit 3 Cum Points	BUS140 Cum Points
10		
20		
20		
20		
50		
100	220	560

No "separate" chapter quiz on chapters highlighted in yellow  
 7 Chapters - Exam 3: 50 Qs Some T/F Some MC Chapters 19-25

§1194 Unit 4 - Employment, Biz Orgs and Property Rev: 0							Unit 4 & Final BUS140	
Week	Day	Lecture Date	Lecture Chapter	Chapter Title	Bb Quiz / Ex	Due Date	Cum Points	Cum Points
12	Th	9-Nov	26	Employment & Labor Law	26	12-Nov	10	
	Th	9-Nov	TakeHome	Sales Contracts Draft		14-Nov	50	
13	T	14-Nov	33	Intellectual Property				
	Th	16-Nov	27	Employment Discrimination	27&33	19-Nov	20	
14	T	21-Nov	34	Real Prop, Personal Prop & Comm. Prop	34	27-Nov	10	
	Th	23-Nov		Campus Closed - Thanksgiving				
15	T	28-Nov	30	Regulations: Securities & Antitrust				
	Th	30-Nov	28 & 29	Starting a Biz & Corporations	28,29&30	3-Dec	30	
16	T	5-Dec	31 & 32	Consumer Products & Cyberlaw				
	Th	7-Dec		Review For Final				
17	Th	14-Dec		<b>FIANAL EXAM 12 -1:50 p</b> Final Taken in Classroom (Covers All 34 Chapters)	Research Paper Is Due Today		90	
							100	310
								870

No "separate" chapter quiz on chapters highlighted in yellow