



Syllabus: BUS 220

Course Information

Course Prefix/Number: BUS 220 Semester: Fall 2019 Class Days/Times: Online	Credit Hours: 3 Course Title: Legal Environment of Business Room: N/A
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Instructor Information:

Name: Wendi L. Cline, JD, MLIS

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Office location: N/A

Office hours: by appointment

Course Description:

Introduces the legal, ethical, and international environment of business. Includes an introduction to law, ethics and corporate responsibility, judicial system and litigation, alternative dispute resolution, administrative agencies, crimes and torts, contract law, product liability, international business law, agency law, and legal forms of business enterprises.

Student Learning Outcomes

After completion of the course students will be able to

1. Apply critical thinking skills to a variety of subjects
2. Develop conclusions that are reasonable and based on facts.
3. Handle ambiguity in a more consistent manner.
4. Navigate the legal environment of business in an informed and educated manner.

Course Structure

This course will be conducted through the Canvas Portal. Please bear in mind that the student is responsible for obtaining timely access to the portal, acquiring all required materials and checking the Canvas portal regularly to keep up on any important information.

Texts and Materials:

The Legal Environment of Business 8th ed. Kubsek, Brennan, Browne

Himdag Cultural Component:

This will be student driven, incorporated and included in the lesson plans

Policies and Expectations:

Attendance Policy

As we are an online class, attendance will be measured through online discussion question response. There will be a discussion question posted in Canvas each week. Students will need to post their own answer to the question, as well as **respond to 2 classmates' postings. The responsive postings must be substantive! This means you must reference your classmates posting in your own responsive post. No "good job, Ben!" A responsive post would be something like: "Ben, I really liked what you said about (fill in the blank). I was wondering if you had any thoughts about (fill in the blank)."** If you have any questions about discussion postings, please contact me! **Discussion postings do count towards your final grade!!**

Incomplete Policy

Incomplete (I) grades are not awarded automatically. The student must request an "I" from the instructor who can choose to award an Incomplete only if all three of the following conditions are met:

1. The student must be in compliance with the attendance policy.
2. There must be an unavoidable circumstance that would prohibit the student from completing the course.
3. The student must have completed over 75% of the course requirements with at least a "C" grade.

Incompletes are not a substitute for incomplete work due to frequent absences or poor academic performance. Incomplete grades that are not made up by the end of the ninth week of the following semester will be automatically changed to an F if

the agreed upon work, as stipulated on the written form signed by the instructor and the student when the I grade is awarded, is not completed.

Instructor Withdrawals

Students who have not submitted any assignments nor taken any quizzes by the 45th day census report are assumed NOT to be participating in the class and will be withdrawn. Students may withdraw from class at any time during the first 2/3 of the semester without instructor permission and without incurring any grade penalty. Please be sure to withdraw yourself if you do not expect to complete the class, otherwise you may receive an "F" grade.

Student Withdrawals

Students may withdraw from class at any time during the first 2/3 of the semester without instructor permission and without incurring any grade penalty. Please be sure to withdraw yourself by [*withdrawal deadline date found in Academic Calendar on TOCC website*] if you do not expect to complete the class, otherwise you may receive an "F" grade.

Special Withdrawal (Y) Grade

The "Y" grade is an administrative withdrawal given at the instructor's option when no other grade is deemed appropriate. Your instructor must file a form stating the specific rationale for awarding this grade. "Y" grades are discouraged since they often affect students negatively. Your instructor will not award a "Y" grade without a strong reason

Reasonable Disability Accommodations (Americans with Disabilities Act):

TOCC seeks to provide reasonable accommodations for all qualified individuals with disabilities. The College will comply with all applicable federal, state and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to provide an equal educational opportunity. It is the student's responsibility to make known to the instructor his or her specific needs in order to determine reasonable accommodations. We will work together in order to develop an Accommodation Plan specifically designed to meet the individual student's requirements.

Title IX

Tohono O'odham Community College faculty and all staff are dedicated to creating a safe and supportive campus. Title IX and our school policy prohibit discrimination on the basis of sex- this includes sexual misconduct; harassment, stalking, domestic and dating violence and sexual assault.

Sexual discrimination and sexual violence can undermine students' academic success and quality of life on campus and beyond. We encourage students who have experienced any form of sexual misconduct to talk about their experience and seek the support they need.

Confidential support and academic advocacy can be found with: Student Services

Course Outline: Important Dates

WEEK		
1	Introductions, Syllabus, Housekeeping items, etc. Critical Thinking and Legal Reasoning	Chapt. 1
2	Introduction to Law and the Legal Environment of Business Present Final Paper Assignment	Chapt. 2
3	The American Legal System QUIZ 1	Chapt. 3
4	The Law of Contracts and Sales - I	Chapt. 9
5	The Law of Contracts and Sales - II	Chapt. 10
6	The Law of Torts QUIZ 2	Chapt. 11
7	FALL BREAK	
8	Midterm Review/Midterm Chapt.12	Chapt. 12
9	Agency Law	Chapt. 15
10	Law and Business Associations -I II/ QUIZ 3	Chapt. 16 & 17
11	The Law of Administrative Agencies	Chapt. 18
12	Employment Discrimination QUIZ 4	Chapt. 21
13	Alternative Tools of Dispute Resolution	Chapt. 4
14	White-Collar Crime and the Business Community	Chapt. 6
15	Ethics, Social Responsibility, and the Business Manager/Final Review	Chapt. 7

16	Final Exam/Paper due	N/A
<p>DISCLAIMER: This syllabus is designed to evolve and change throughout the semester based on class progress and interests. You will be notified of any changes as they occur.</p>		

Course Policies:

- 1) Students are expected to contribute a minimum of **three discussion postings per week**. This is to demonstrate knowledge and understanding of each week's materials.
- 2) Students are expected to contact instructor if there is an issue prohibiting participations for a particular week.
- 3) Lack of participation in the weekly discussion questions will count against attendance record.
- 4) Class participation and preparation are essential to student success. Students must read textual material, prepare for projects, complete required research as stated on the course schedule.
- 5) Late work is marked down 10 points for each day of tardiness.
- 6) Failure to submit a project results in a grade of zero (0). An F is a better grade!
- 7) No work accepted after the last class

Classroom Behavior

- We all (myself included!) need to make sure we respond to our fellow classmates with professionalism, respect, and understanding. If you feel uncomfortable or disrespected by another student's posting, please **do NOT deal with it yourself!** Contact me privately to discuss the situation. I am trusting this will **NOT** be an issue, but we need to be clear on what is expected of us.
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Make-up policy:

Late assignments that can be made up will be accepted but will be penalized 25%. Laboratories cannot be made up except in the case of college closure. At the

instructor's discretion, extra credit opportunities and optional activities may be provided.

Academic Integrity:

Violations of scholastic ethics are considered serious offenses by Tohono O'odham Community College, the Student Services Department, and by your instructor. Students may consult the TOCC Student Handbook sections on student code of conduct, on scholastic ethics and on the grade appeal procedure. Copies are available at Tohono O'odham Community College.

All work done for this class must be your own, or the original work of your group. While you may discuss assignments with other class members, the final written project must clearly be original. You may use work from books and other materials if it is properly cited. Copying from a book without proper reference or from a person under any circumstances will result in an "F" for the assignment, and at the instructor's discretion, possibly an "F" for the course. If you are uncertain about proper citations ask your instructor or the librarian.

Course Feedback:

All assignments will be graded and returned to the students promptly, typically within a week after the assignment is closed for handing in. E-mail and phone messages will be returned within two days. A student or the instructor may request a student conference at any time during the semester. Quarterly grade reports will be provided to each student, either in person, by email or via the electronic system of Canvas.