



South Portland, Maine 04106

Business Department

Title: Business Law (Fall 2017)	Catalog Number: BUSN 260-01/02
Credit Hours: 3	Total Contact Hours: 3
Lecture (or Lab): Lecture/discussion	Class Location: Hague 203
Office Hours: By Appointment	Instructor: Jane M. Abernethy, J.D.
Class Meetings: Tuesday & Thursday 01 - 8-9:15 am; 02 - 9:30-10:45 am	Email: jabernethy@smccme.edu Tel: 207-522-0955 (mobile)

Course Syllabus

Course Description

This course will provide a foundation for business managers to operate within the legal environment in which all businesses in our society function. It provides an overview of the law and our legal system, covering topics such as Tort Law, contract and sales law, agency and employment law, business organizations and property law. Prerequisite(s): ENGL-100
Corequisite(s): none

Course Objectives

After successfully completing the course, the student will be able to:

1. Describe the sources of American law and the basic framework of the United States judicial system at both the federal and state level.
2. Describe the basic legal requirements for various types of business contracts, including the requirements for enforcement.
3. Describe the advantages and disadvantages of various forms of business ownership such as sole proprietorships, limited liability companies, and corporations.
4. Describe basic legal concepts involving agency, employment law, and employment discrimination.
5. Have a basic appreciation for the legal issues that arise in tort and property law.

Topical Outline of Instruction

The Legal Environment

Introduction to Law

Courts, Litigation, and Alternative Dispute Resolution

Constitutional Law

Torts

Intentional Torts and Business Torts

Negligence, Strict Liability, and Product Liability

Contracts and the UCC

Forming a Contract

Requirements for a Contract

Performance of a Contract

Practical Contracts

UCC Article 2 — Sales

Ethics — Frameworks for evaluating business decisions

Agency and Employment Law

Agency

Employment Law

Employment Discrimination

Labor Law

The Lifecycle of a Business

Starting a Business, LLCs and Other Options

Corporations

Bankruptcy

Property

Intellectual Property

Real Property & Landlord Tenant Issues

Personal Property

Aspects of Governmental Regulation

Two of the following three:

Securities

Antitrust

Consumer Protection

Environmental Regulation

Please note that this class will involve reading and digesting as many as 50-120 pages (2 chapters) of text and other assigned materials each week.

Students are **required** to use the class web portal and **check SMCC email frequently**.

Assignment Schedule

An assignment schedule will be distributed at the first class meeting and updated on the class portal from time to time.

Course Requirements

Students will be required to:

- Prepare for each session, take notes, cooperate in the teaching/learning process, and complete assignments.
- Read assignments as scheduled and prepare answers to assigned review questions in advance of class.
- Take three tests.
- Complete six quizzes.
- Complete one paper about an aspect of federal governmental regulation.

Students must possess the abilities to read and comprehend complicated, sophisticated material, to write clearly and to discuss abstract concepts.

Student Evaluation and Grading

10%: **Class participation.** Participation will be evaluated based upon the effort a student demonstrates and the constructive contribution a student makes to the classroom atmosphere and discussion: Do the student's questions or comments consistently relate to the topic being considered? Do the student's contributions help others understand the material? Does the student contact the professor with timely questions and/or comments, links to news articles or useful material? Does the student's attention and attitude set a professional tone?

5%: **Attendance.** A 1% deduction will be made for each absence. Repeated tardiness will result in deductions as well. More than three unexcused absences may earn an AF at the discretion of the instructor.

15%: **6 Quizzes.** You'll be quizzed on an aspect of the current reading in class from time to time. Each quiz is worth 3% of your grade. We'll throw out your lowest grade. You may use your text and notes for the quizzes. No make-ups will be offered. If you are tardy or absent you'll have to take a zero for that quiz.

45%: **3 Tests:** September 19 (10%); October 19 (15%); December 14 (20%)

You will be tested on the material covered in the preceding classes. The tests will be cumulative. Each student may create their own study guide: one 8.5" x 11" piece of paper, double-sided, with notes or outlines to use during each test.

There are no make-ups offered. If you are not present to take a test you will receive a zero for that assignment. The instructor will accommodate student conflicts only if arrangements are made in advance.

25%: **Paper** on an aspect of Governmental Regulation.

Outline (5%) due September 28

First draft (10%) due October 24

Revised draft (10%) due November 21

Extra credit will be available: Selected students will be asked to teach their classmates about an aspect of governmental regulation based upon the paper they have researched and written. The presentations will be made in class December 5 and 7. Further, every student is encouraged to research the class's current topic and prepare a 2 minute presentation based upon a current event bearing upon that topic. Proposed presentations should be emailed to the professor and will be incorporated into the next class meeting. In lieu of a presentation, a student may prepare a summary of the current event of no more than 300 words and email it to the professor. No current event EC will be accepted after December 1.

SMCC Grading:

	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 63-66	
F Below 63		

Text

The text is required and must be brought to every class:

Beatty, Jeffrey F., Samuelson, Susan S., and Abril, Patricia Sánchez. **Introduction to Business Law, 5th Ed.** ISBN: 9781285860398 Cengage Learning, (c) 2016, 2013.

Attendance Policy

Attendance is required. Students must notify the instructor in advance of any absence. The instructor will accommodate student conflicts only if arrangements are made in advance. Makeup quizzes are not given and late work will not be accepted.

In the event that a student misses three (3) consecutive classes an AF grade will be awarded. In addition, any student who misses more than three (3) classes, in the aggregate, may be awarded an AF grade at the instructor's discretion.

Policy on Using Electronic Devices

Unauthorized use of cell phones or other electronic devices in class may result in a student being asked to leave the classroom and result in a recorded absence for the period. During quizzes and tests phones must be placed on student's desks screenside down.

End-of-Course Evaluation

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

ADA Syllabus Statement

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call (207) 741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

SMCC Pay-for-Print Policy

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system monitors

printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to helpdesk@smccme.edu.

Refunds

Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

Add-Drop Policy

Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

Withdrawal Policy

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the Fall and Spring semesters and the second through ninth week of twelve-week Summer courses. This period is pro-rated for shorter-length courses (usually 75 percent of course meeting times; please check with the Registration Office. To withdraw from a course, a student must complete and submit the appropriate course withdrawal

form, available at the Registration Office. This process must be completed either in person or by using SMCC e-mail accounts.

Plagiarism Statement

If an instructor suspects that a student has knowingly committed a violation defined in the Maine Community College System Policy on Student Grade Appeals and Academic Misconduct, the instructor has the authority to review the alleged misconduct and determine the grade that the student should receive for the assignment and the course. The instructor may assign a failing grade for the assignment or course and may require the student to complete additional work for the course. The instructor may consult with the department chair and/or the College's chief academic officer prior to making such decisions. If a student seeks to challenge an instructor's determination, the student should submit a grade appeal. Grade appeal forms are available in the Advising Office on the South Portland Campus or in the administrative offices in the Learning Commons on the Midcoast Campus. An instructor may also refer the matter to the College's disciplinary officer for review under the procedures of the MCCS Student Code of Conduct