

Syllabus BUL 3310 Fall 2017 FT2

POLK STATE COLLEGE

B.A.S. Program

COURSE SYLLABUS & INSTRUCTOR INFORMATION

Division Phone: (863) 297-1026

Division Office: WAD 255

Division Dean: Gerene Thompson, Lakeland Campus April Robinson, Winter Haven

Course: BUL 3310, Legal and Ethical Issues In Business

Term: Fall 2017 – FT2

Day(s) / Time / Classroom / Campus: This is a Hybrid online course with online delivery and face-to-face meetings for evaluations and cooperative learning. There are 4 face-to-face meetings from 6:00 PM – 9:00 PM on Thursdays, beginning Oct. 19 and ending Nov. 30 on the Winter Haven campus, room WAD 255. **The Class meetings will be: Oct. 19, Nov. 2, Nov. 16 and Nov. 30.**

Text: R. Miller & W. Hollowell (2015). *Business Law: Text and Exercises*. 8th edition. Mason, Ohio: Cengage Publishing. 5th, 6th, or 7th edition is also acceptable.

Withdrawal Deadlines: 1) by 10-24-17 for refund; 2) by 11-27-17...no refund

Final Exam Day/Date/Time: Week of Nov. 30, 2017

Instructor: Terry O'Brien, BA, M.Ed, MA, D.Ed

Primary email contact is through PAL email. I do not use the Pager / Instant Message System in PAL. Due to federal regulations on confidentiality, I am not permitted to communicate with any student via personal email....yours or mine.

Instructor Office Phone Number: 321--278-7182 (cell) 407-347-5461 (house). Note: I do not mind phone calls on cell or at home, if you feel you need to talk to me.

Office: n/a

Office Hours: By appointment only...best before or after class

Course Description and Objectives: see BCI (Basic Course Information) and Course Schedule

Course Schedule: This is a hybrid course. Content is delivered by 4 face-to-face meetings (see above), to be held on Thursdays beginning 10-19-17 and through the on-line PAL system. The purpose of the face-to-face meetings is to provide an opportunity for lectures, cooperative learning and to complete an assessment for the unit currently or previously assigned. The table below illustrates the flow of the course. **Each week's work assignments (Vocab Quiz, Legal Briefs, and Exams) are due on dates posted in the Drop Box for each particular assignment. Discussion Topics will have beginning and ending dates. As a minimum, you are expected to post one (1) original comment, read all classmates posting, and make two (2) follow up posts.** Please make sure you understand and can navigate the on-line portion of the course through PAL. There will be assignments, discussion topic activity, and tests administered utilizing PAL. Make sure you have the proper aptitude and computer hardware.

Unit #	Meeting	Activity	Chapters (Topics) & BCIs
1	Oct. 19 Class		1, 3 (Law and the Legal System) (BCI 1)
2	Oct. 26	Vocab. Quiz	29 & 2 (Business Organization Options, Legal Ethical Reasoning, Briefs & How to Structure) (BCI 1,2, 3)
3	Nov. 2 Class	Exam #1 Chap. 1, 2,3	29 cont. (Business Org. Options) 30 Corporations 26, 27, 28 (Employment & Labor Law)
4	Nov. 9	Legal Brief	26, 27, 28 (Employment Law) (cont) (BCI 2 & 4)
5	Nov. 16 Class	Vocab Quiz Exam #2	8 – 17 (Contracts & E- Contracts) 4, 5, 7, 21 (Constitutional Law, Torts, Crimes, Product Liability) (BCI 4)
6	Nov. 23		32, 34, 35 (Secured Transactions, Bankruptcy, Insurance) (BCI 2 & 4)
7	Nov. 30 Class	Exam #3	36, 37, 39, 6 (Property, Wills & Trusts, Intellectual Property) (BCI 2 & 4)
8	Dec. 7		40, 41, 42 (Administrative Law, Antitrust, International Law) (BCI 1, 2, & 4)

The instructor reserves the right to make changes when necessary or appropriate

EVALUATIVE CRITERIA:

Exams: Three (3) Exams consisting of some combination of true / false, multiple choice, and short essay question. Each exam will be equally weighted. Exams will be administered thru the PAL system, or in class at the discretion of the Instructor.

- Tests are not cumulative
- Instructor reserves the right to apply a curve if necessary.
- Each test will be worth 20% of the final grade ...**a total of 60 points**

Vocabulary Quizzes:: Two (2) online vocabulary quizzes, each equally weighted.

- Each vocabulary quiz is due as indicated by its corresponding Drop Box in PAL. They will be completed in the PAL system.
- Quizzes are open book activities designed to provide exposure and limited application to legal terms and concepts.
- **Quizzes will count for 10% of the final grade.....5% for each quiz**

Legal Brief

- Students will be required to do one (1) Legal Brief using the LexisNexis research program. LexisNexis is available through the library directory at PSC. Legal briefs are a form of legal research on court decisions which helps to understand case law and legal precedents. The legal brief format will be provided to students. Briefs will be done through the on-line PAL system, and submitted to the appropriate Drop Box.
- **The brief will be 5% of the final grade**

Term Project

- A short paper (5-6 pages) is required. The Instructor will provide legal topics from which students can select at the first class.
- **The Term Project will be 15% of the grade.**

Participation: Participation will be graded based upon:

- Attendance at face-to-face classes. Students are expected to be in class and on-time. Excessive tardiness or absenteeism could affect grade. Problems will be dealt with on a case-by-case basis. If you have to miss a class, I would appreciate a courtesy email to explain you will not be in class.
- Participation in face-to-face classes (class discussions, questions, general involvement)
- Timely completion of on-line discussion topics will also be considered part of the “participation” requirement and grading.
- **Participation will be 10% of the final grade**

GRADING SCALE:

- A = 90 - 100%
- B = 80 - 89%
- C = 70 - 79%
- D = 60 - 69%
- F = 0 - 59%

ATTENDANCE: Students are expected to attend each face-to-face class. Participation is graded in part based upon attendance. Special circumstances will be handled on a case-by-case basis, and may require alternative assignments.

WORK MISSED: All work must be completed on time and submitted when scheduled. Unless a student makes special arrangements with the instructor, any assignment submitted late will be assessed a grade penalty....meaning if you submit an item late and it is graded as an A, you will be given a B.

ACADEMIC DISHONESTY. Any violation of PSC regulations regarding cheating or plagiarism will be strictly dealt with. Students caught cheating or plagiarizing will receive a zero for the assignment AND may be prosecuted for dismissal from the class with a failing grade depending upon the severity of the violation.. Plagiarism is the more common violation. DO NOT lift and paste information from the internet and submit it as your own. You must cite any work you obtain from sources other than yourself. The PSC policy on cheating and plagiarism can be found in your current college catalog. [Cheating & Plagiarism](#).