



WACO, TEXAS

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**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**BUSINESS LAW**

**BUSI 2301-03**

**HARVEY L. COX**

**NOTE: This is a 16-week course.**

**COVID 19 Notice:**

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

AN EQUAL OPPORTUNITY INSTITUTION

SPRING 2022

## BUSINESS LAW

BUSI 2301-03

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### **Course Description:**

Discusses principles of law that form the legal framework for business activity, including applicable statutes, contracts, and agency. Examines the principles of the law of contracts, sales, the Uniform Commercial Code, business organizations, conveyance of property, and other topics of business law.

### **Prerequisites and/or Corequisites:**

Recommendation: Students should have passed the TSI Assessment or be currently enrolled in or have credit for READ 0302 before enrolling in this course.

### **Course Notes and Instructor Recommendations:**

The textbook is an integral part of the course. You will need to read the assigned chapters to gain a thorough understanding of the material discussed in class as well as to prepare for exams.

Studying outside the classroom will most likely be necessary to pass the course.

You will need to listen in class for updates to the course, changes in assignments, and other information related to your requirements for this course. If you miss class, please get with a colleague to find out what updates you missed.

### **Instructor Information:**

Instructor Name:	Harvey L. Cox
MCC E-mail:	hcox@mclennan.edu
Alternate E-mail:	harvey@harveylcox.com
Office Phone Number:	(254) 233-7300
Office Location:	1600 Lake Air Drive, Suite 102 Waco, Texas 76710
Office/Teacher Conference Hours:	By Appointment
Other Instruction Information:	

### **Required Text & Materials:**

Title:	Business Law Today
Author:	Roger LeRoy Miller
Edition:	13 <sup>th</sup> Edition – The Essentials
Publisher:	South-Western Cengage Learning
ISBN:	978-0-357-63522-3

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**MCC Bookstore Website:** <http://www.mclennan.edu/bookstore/>

**Methods of Teaching and Learning:**

Lecture, in-class discussion of cases and text materials, and exams.

**Course Objectives:**

1. Enable you to understand the basic concept of law as it pertains to the business environment;
2. Acquaint you with the essential processes by which law is created and changed, and through which legal disputes are resolved so that you can be more effective participants in these processes;
3. Equip you to recognize legal issues and manage legal risks in business decision making by providing you with fundamental knowledge of relevant legal principles;
4. Increase your ethical sensitivity by exposing you to business-related legal problems that have ethical issues;
5. Determine the bodies of law applicable to various business situations;
6. Develop your critical thinking, negotiation, and oral communication skills; and
7. Contribute to your general education by enhancing your understanding of the nature and limits of law as a social institution.

**Course Competencies:**

1. Define law.
2. Identify provisions under the U.S. Constitution that impact the conduct of commercial business activity.
3. Identify the various courts found in the U.S. at the federal and state level and their function and authority.
4. Identify the required elements to form a valid contract.
5. Define the performance aspect of a contract.

6. Identify what constitutes a breach of contract.
7. Identify the remedies available for breach of contract.
8. Identify the primary difference between a contract under Article 2 of the Uniform Commercial Code and other contracts.
9. Recognize when Article 2 of the Uniform Commercial Code is applicable to a sales transaction.
10. Identify when title and risk of loss as to goods passes from seller to buyer.
11. Identify the different types of commercial paper found under Article 3 of the Uniform Commercial Code and under what circumstances they are used.
12. Explain the function of commercial paper.
13. Identify the process for negotiating and discharging negotiable instruments.
14. Understand the purpose of a secured transaction under Article 9 of the Uniform Commercial Code.
15. Identify the difference in a secured transaction between attachment and perfection.
16. Understand the different remedies available under Article 9 of the Uniform Commercial Code.
17. Identify the process of filing a bankruptcy petition under Chapter 7 of the Bankruptcy Code.
18. Describe what debts are not dischargeable in bankruptcy.
19. Identify other credit liens common to many business transactions.
20. Explain the basic concepts of agency law.
21. Identify under agency law the responsibility of the principal and agent for contract and torts of the agent.
22. Describe the rationale in selecting a particular business entity, i.e., sole proprietorship, partnership, corporation, limited liability company or limited partnership.

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23. Define the concept “scope of the agency authority.”
  24. Describe the difference between personal property and real property.
  25. Describe the different forms of personal property ownership.
  26. Describe the different forms of real property ownership.
  27. Explain the rights and duties associated with the landlord-tenant relationship.

### **Course Outline or Schedule:**

Date	Chapters	Subject
Tue, January 11	Introduction	Orientation – Review Course Requirements & Syllabus
Thu, January 13	1	Legal & Constitutional Foundations of Business
Tue, January 18	1	Legal & Constitutional Foundations of Business
Thu, January 20	2	Courts & Alternative Dispute Resolution
Tue, January 25	2	Courts & Alternative Dispute Resolution
Thu, January 27	4	Tort Law
Tue, February 1	5	Intellectual Property
Thu, February 3	7	Criminal Law
Tue, February 8	8	Agreement & Consideration in Contract
Thu, February 10	9	Capacity, Legality & Enforceability
Tue, February 15	10	Contract Performance, Breach & Remedies
Thu, February 17	10	Contract Performance, Breach & Remedies
Tue, February 22	11	Sales & Lease Contracts
Thu, February 24	12	Performance and Breach of Sales & Lease Contracts
Tue, March 1	12	Performance and Breach of Sales & Lease Contracts
Thu, March 3	12	Performance and Breach of Sales & Lease Contracts
Tue, March 8	<b>Spring Break</b>	
Thu, March 10	<b>Spring Break</b>	
Tue, March 15	13	Negotiable Instruments
Thu, March 17	14	Banking in the Digital Age
Tue, March 22	15	Creditor's Rights & Bankruptcy
Thu, March 24	16	Agency Relationships in Business
Tue, March 29	17	Employment Law
Thu, March 31	18	The Entrepreneur's Options
Tue, April 5	19	Corporations
Thu, April 7	21	Antitrust Law & Promoting Competition
Tue, April 12	22	Consumer Law
Thu, April 14	23	Personal Property, Bailments & Insurance

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Tue, April 19	23	Personal Property, Bailments & Insurance
Thu, April 21	24	Real Property and Environmental Law
Tue, April 26	Open Date	
Thu, April 28	Review for Final Exam	
<b>Tue, May 5</b>	<b>Final Exam</b>	

There will be four (4) chapter exams giving throughout the semester. The final exam will be comprehensive. All exams will be primarily in a true/false and multiple-choice format, but there may be some short answer questions as well. Here are the rules regarding exams:

1. All matters discussed in class (*even if not in the assigned reading*) and all subjects covered in the assigned reading (*even if not discussed in class*) are subject to examination.
2. All exams will be on Brightspace.
3. Each exam will be available at noon on the exam available date and must be completed by midnight on the exam due date.
4. You will have two hours to complete the exam.
5. You must complete the exam once you start it. The clock does not stop ticking if you take a break.
6. You can consult your books and notes for exams.
7. You must work alone. Collaboration with anyone else is not permitted and will be deemed a violation of the Academic Integrity Policy.

Exams will be as follows:

Exam No.	Chapters Covered	Exam Available Date	Exam Due Date
1	Chapters 1, 2, 4, & 5	Tue, February 5	Thu, May 5
2	Chapters 7-10	Tue, February 15	Thu, May 5
3	Chapters 11-14	Thu, March 17	Thu, May 5
4	Chapters 15-19	Tue, April 5	Thu, May 5
Final	Comprehensive	Thu, April 28	Thu, May 5

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Quizzes will be as follows:

Quiz No.	Chapters Covered	Quiz Available Date	Quiz Due Date
1	Chapters 1-2	Tue, January 25	Thu, May 5
2	Chapters 4, 5 & 7	Thu, February 3	Thu, May 5
3	Chapters 8-10	Tue, February 8	Thu, May 5
4	Chapters 11-12	Thu, March 3	Thu, May 5
5	Chapters 18-19	Tue, April 5	Thu, May 5

### **Course Grading Information:**

<u>Requirements Summary</u>	<u>Points</u>
4 Exams (100 pts each)	400
5 Quizzes	100
Comprehensive Final	200
<b>Total Points</b>	<b>700</b>

To determine your grade, divide the number of points you have to-date by the total possible number of points to-date.

Please note that I do not *give* grades; you *earn* them. Accordingly, if you need to achieve a particular grade to graduate, keep a scholarship, etc., you must put in the work necessary to earn that grade. I will not give you something for nothing.

If you do not agree with a grade, you have one week from the time it is posted to review it with me.

### **Allocation of Letter Grades:**

627 – 700 points	90% and above	A
557 – 626 points	80% - 89 %	B
487 – 557 points	70% - 79%	C
417 – 487 points	60% - 69%	D
<416 points	<60%	F

### **Late Work, Attendance, and Make Up Work Policies:**

In the business world, due dates are important. If you miss a critical deadline, it could cost your company a significant opportunity or a substantial amount of money. For that reason, late work will not be accepted. All work is expected to be done on time.

Class attendance is important and highly recommended. I recognize that life events (e.g., births, deaths, illness, work and other outside obligations, etc.) can interfere with class meetings and exams. This does not change once you've entered the business world. Events often occur that make it difficult to arrive at work on time (or at all), to finish projects as scheduled, or to deliver products or services as promised. As business owners and employees, however, you will still be expected to perform in the face of adversity.

With that reality in mind, I have adopted a "No-Excuse" policy regarding class attendance and performance. I do not differentiate between excused and unexcused absences. An absence is an absence. If you find it necessary to miss a class, you are still responsible for the material, and you will be expected to perform on an exam in spite of the lost class time. But, you do not have to come up with an excuse to explain to me why you have missed class.

You are paying to take this class and preparing for life in the business world. If you want the best education you can get, you will show up, and you will participate.

### **Student Behavioral Expectations or Conduct Policy:**

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the educational opportunity.

#### **Cell Phone Usage**

Answering a phone and texting during class is rude behavior. It is disrespectful to other students and the instructor. You must either turn your phone off or put on vibrate mode and put it away. If an emergency arises, please leave the classroom so you can handle the situation without disturbing the class.

If I see you texting, tweeting, or otherwise using your phone during class time, I will ask you to leave the class for that day and mark you as absent.

#### **Computer Usage**

You may use computers and tablets in class for taking notes. You cannot use your computer or tablet to surf the web or Facebook. If I see you using your computer or tablet for anything other than taking notes, I will ask you to leave the class for that day and mark you as absent.

### **MCC Academic Integrity Statement:**

The Center for Academic Integrity defines academic integrity as "commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility."



From these values flow principles of behavior that enable academic communities to translate ideals into action.”

Students who commit violations of academic integrity should expect serious consequences.

**Instructor/Class Academic Integrity Statement:**

In the business world, you will immediately lose your job if you are caught stealing. The same premise applies to our class. Cheating on exams or plagiarizing (presenting the work of another as your own, or the use of another person’s ideas without giving proper credit) will result in a failing grade. Additionally, you will be reported to Student Discipline.

**[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)**

**(<https://www.mclennan.edu/highlander-guide/policies.html>)**

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

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## ACADEMIC RESOURCES/POLICIES

### **Accommodations/ADA Statement:**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit [www.mclennan.edu/disability](http://www.mclennan.edu/disability).

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu)

254-299-8122

Room 319, Student Services Center

### **Title IX:**

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://www.mclennan.edu/titleix/). It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

**Student Support/Resources:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

**MCC Foundation Emergency Grant Fund:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at [https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity) for information about academic integrity, dishonesty, and cheating.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**Minimum Technical Skills:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

**Backup Plan for Technology:**

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

**Email Policy:**

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

**Forwarding Emails:**

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.