

SYLLABUS, BUSINESS LAW I, FALL 2011
ACC, CYPRESS CREEK CAMPUS, MONDAYS, 6:00 P.M.

Name of course and prerequisites:

Business Law I, Sec. 001, Course BUSI 2301, synonym #16184, Room 1106, Cypress Creek; reading prerequisite but no course prerequisite. This is a sophomore level course. English comprehension is critical. (In "BUSI 2301" the "2" connotes sophomore level; the "3" connotes a 3-hour course.)

Instructor: Rob Robertson, law office telephone: 335-0208; fax: 219-1150;
email: rrobert@austincc.edu Type in the SUBJECT LINE: "ACC YOUR NAME" in ALL CAPITAL LETTERS without the quotation marks. If you email and do not hear back within 24 hours, call me. See the paragraphs below about "contact accountability."

College Office Hours of Instructor, General Contact, Course Grade and Information Website:
Office hour is before class, room 1106, Cypress Creek. Students who are conferring for the first time, or who have conferred less than others, will be seen first. If special arrangements need to be made, telephone me at 335-0208 far enough in advance to allow for scheduling. Also, I am in the building prior to class even if I have no appointments. If you have no appointment, locate me and I will try to accommodate you. Students often want to confer during short breaks in the lecture. I attempt to accommodate that also.

Counseling and general discussion of your status in the course is reserved for the office hours period which precedes each class meeting and will not be conducted on the phone or in email.

The **BLACKBOARD Learning and Community Portal System** on the Internet at the Blackboard link on the ACC homepage at www.austincc.edu is a helpful tool. **(IF THIS URL DOES NOT WORK, PLEASE NOTIFY YOUR PROFESSOR.)** It contains grades, class announcements, this syllabus, articles of interest to business students, and a discussion forum. To view Blackboard courses, students enter their ACC Online User ID into the User ID field. The password is student's date of birth which should be entered in the following format: MMDDYY. For example: January 2, 1986 = 010286.

Contact Accountability: Contact with me by email is not reliable. I do not consider email to be notice to me of anything. **Telephone.** If you do not reach me when telephoning, leave a message with your name and purpose of the call and repeat your phone number or numbers at least twice. If you do not hear back from me within 24 hours you must **keep trying** to call me until we speak. I am not responsible for repeatedly trying to call you back if a call-back fails to reach you. If you do not receive a phone message, voice mail, etc., from me, try again. That is, the only way to be sure about our communications is to ultimately confer in a live telephone call with me. **The burden is on you, the student, to be sure we confer in a live conversation.**

Phone calls or email are for sole purpose of asking the assignment, notifying of absence, and that sort of administrative information. Phone calls and email in the afternoon before the class meeting are not reliable as I may be away from the phone or not see or receive the email.

Course Objective: To teach and learn basic rules or principles applicable to commercial or business transactions involving businesses, other entities and individuals. The rules and principles are commonly referred to as "business law." The course should equip the student to recognize and use the rules in a variety of contexts such as business or commercial transactions and one-on-one dealings with individuals that might not ordinarily be thought of as "business." Subjects to be addressed include the legal and social environment of business, contracts, accountant liability, personal property and bailments, sales, and estates/wills/trusts. Examples of day-to-day legal matters will be mentioned in order to breathe life into the textual material. NOTE: The intent is to expose students to basic rules and principles and not to teach "the law" of Texas on any particular point.

Your Objective(s) in this course and at ACC: The following web site is an excellent starting point for you to determine if this course is part of your degree plan, if it transfers to certain other institutions, if it is an appropriate elective, and so forth. The time to be careful about this is now and not after you have invested possible wasted time in this course. The web site is the site of the ACC Management Department: <http://www.austincc.edu/mgmt/>. That site has an excellent degree plan worksheet link. If this web address is not good please notify me in class and provide the corrected address.

Textbook: *Business Law and the Legal Environment 21e*, Comprehensive Volume, Twomey and Jennings 21st ed., South-Western Pub. Co., ISBN10: 0-324-78666-2, ISBN 10: 978-0-324-78666-8, 1,528 pages, casebound, 2011.

http://www.cengage.com/search/productOverview.do?N=+16&Ntk=P_Isbn13&Ntt=9780324786668#mainTab_3

You want the **comprehensive edition**. The site is an excellent resource and study tool. If **purchased online be sure it is the correct version, has all 52 chapters, etc.**

eChapters are \$3.49 each:

http://www.cengage.com/search/productOverview.do?N=+16&Ntk=P_Isbn13&Ntt=9780324786668 .

Text study aides and free interactive quizzes for each chapter can be found at

<http://www.cengagebrain.com/shop/ISBN/9780324786668?cid=APL1> Click on ACCESS NOW.

[NOTE: The study guide (about \$45.00) is not reviewed or used by your instructor in composing exams.] If you find errors or ambiguities or have suggestions, please put them on paper and give them to your instructor. The **Preface**, at pages xxiii to xxviii has helpful resources and Internet links. (Textbook deals: www.bestwebbuys.com/books/; www.chegg.com; iPhoneApp, www.coursesmart.com; TAX CREDIT, www.textbookaid.org. Notify me if an address does not work.)

Grading: First Examination, Second Examination, Third Examination, Fourth Examination, short essays, true-false and multiple choice, 25.00% of final grade each. Bring No. 2 pencils with erasers and at least two SCANTRON cards. **Do not mark SCANTRON card with "blobs" larger than the space provided because the over-sized marks cause the reading machine to malfunction. Also, DO NOT mark anywhere on the card except in the information blanks and the answer ovals because stray**

marks cause scanning errors. If an exam question is unclear, vague or ambiguous you are responsible for asking your instructor about it during the exam. Regarding essay questions, you will not be graded down by pointing out alternate answers. For example, if the question is not clear to you, you can answer as follows: "If the seller of the product did not do such-and-so, then the result would be X, but if the seller did this-and-that, then the result would be Y." **BE SURE SUB-QUESTIONS IN ESSAY ARE ANSWERED.**

Except for the last examination of the semester, there will be one chapter of lecture after each examination. You are responsible for verifying that each SCANTRON card contains your name and that you have answered each question. **Missing lectures becomes apparent on exams.**

Also, you are responsible for assuring that each essay question answer sheet bears your name and that you have numbered and answered the required number of questions. The last opportunity for inquiry about each exam is the class period after the exam when exam grades are announced and exams are passed back for the exam post-mortem. **THE TOP POINT-LOSS MISTAKE IN EXAMS IS INCOMPLETE ESSAY DISCUSSION.**

Instructional Participation: Classroom discussion of assignments, discussion of case problems and unannounced short examinations will be a consideration regarding final grades. Side discussions with other students during class, rude behavior, etc., will also be considered regarding final grades. **Your grade point average at ACC affects whether a university may accept you, so your final grade is important. Otherwise, your credit transfers but the grade does not. If this is not correct, please let me know.**

Grammar and punctuation errors will be subject to penalty. Attention in class, attendance, participation and forthrightness will be considered. Use of "win-win" or "proactive" in written or spoken form and other meaningless popular *jargon du jour* do not impress me. Also, be advised that the terms in contemporary use by print, television, computer and radio commentators, and yes, judges, lawyers, and professors such as "parameter," "consensus," "radical," "conservative" and "liberal" are often used when other terms would communicate more clearly. Each student is strongly encouraged to participate in class. In any classroom situation that includes discussion and critical thinking, there are bound to be many differing viewpoints. These differences enhance the learning experience and create an atmosphere where students and instructors alike will be encouraged to think and learn. On sensitive and volatile topics, students may sometimes disagree not only with each other but also with the instructor. It is expected that faculty and students will respect the views of others when expressed in classroom discussions

Classroom humor, satire, sarcasm, nuance, banter, joking, politics, religion, etc. **will not and do not factor into grading.** Be loose and enjoy the class as well as learn. I invite you to share with the class your experiences and comments regarding unclear communication and its consequences, impact, *etc.*

Examinations will be discussed in the next class period, so to participate in the exam post-mortem, students must be present and on time/punctual. Exam documents will be returned to the instructor after student review and class discussion. Scoring questions can be discussed in class or in a conference with me. Lecture time will not be used to discuss prior exams except at the start of the period following the exam period. **GRADES** will be posted in **Blackboard about 7 days after the exam.**

There is a study guide available for purchase online (see web address in textbook section on page 2) and possibly through the book store, but it is optional. You may wish to consider it if you earn a low first-examination grade. The study guide, however, is not a substitute for the textbook. If the study guide conflicts with the textbook, the textbook prevails regarding disputed exam answers. **Test-taking and study skills** may need your attention. The time to work on skills is **NOW**, not late in this term.

ACC TV. Business Law I lectures on video are broadcast once or more each week on the ACC Access TV Time-Warner cable channel 19. The show schedule does not track this class syllabus but the material makes the same points that are made in our text and in our lecture. Viewing those lectures should help reinforce your learning. Make notes when you view or record those shows and review for exams.

Testing Centers at ACC: <http://www2.austincc.edu/testctr/> Academic Testing Centers are located at the **Cypress Creek (Building 1, room 1139)**, Eastview, Northridge, Pinnacle, Rio Grande, and Riverside Campuses and at the Fredericksburg, Round Rock, and San Marcos ACC centers. Hours of operation vary by location. Students should check with their instructors on the availability of tests at the various locations. Students must be registered in classes at Austin Community college in order to take test in the Testing centers. Procedures for using this service are available from the Academic Testing Centers. In addition to an **ACC Student ID**, Testing Centers require a **valid picture ID**.

Missed Examinations. If you miss an examination, you must contact me by 5:00 p.m. the day after the date of the missed examination or you risk a failing grade for the exam. Arrangement will be made for you to take an exam covering the same chapters **at the testing center on the Cypress Creek campus** (223-2075, Building 1, room 1139), the make-up to be taken usually no later than Thursday after the missed exam.

You are responsible for asking the testing center located on the campus of this class about its hours of operation. For example, *it may be closed on Friday afternoons*. Arrive at the testing center **early** enough to complete your exam. The monitor will demand to see your (1) ACC student i.d. (2) with an acceptable photo i.d. Bring a No. 2 pencil. You are required to obtain a written slip from the testing center at Cypress Creek if you take an exam there and if there are questions or problems about an exam. Also, they have a telephone in the room. The monitor may be able to reach me with inquiries by telephone at 335-0208-days. The exam may consist of all essay questions and you may be required to bring with you a written assignment to be completed prior to arrival at the testing center and to be turned in at the start of the exam.

The testing center is not available if you miss the last exam of the term. Your last exam grade and course grade will be posted to Blackboard within a week of the exam and can be mailed soon after the last exam if an addressed envelope with postage is provided by you when you turn in your exam.

Scholastic Dishonesty. Students are reminded that discussion of an examination prior to the taking of a make-up exam between a student who missed the exam and one who took the exam is an event of scholastic dishonesty on the part of each student. During an exam, cell phones, electronic devices, ear plugs, and the like must be kept in backpack, purse or under chair. If restroom needed, another student will be assigned to accompany you.

Acts prohibited by ACC for which discipline may be administered include scholastic dishonesty, including but not limited to cheating on an exam or quiz, plagiarizing, and unauthorized collaboration with another in preparing outside work. Academic work submitted by students shall be the result of their thought, research or self-expression. Academic work is defined as, but not limited to tests, quizzes, whether taken electronically or on paper; projects, either individual or group; classroom presentations, and homework. Violations will result in appropriate discipline.

Attendance: It is the responsibility of each student to be aware of upcoming assignments, exams and any other class plan. Class attendance is expected, and, as stated earlier, can influence your final grade. A seating chart will be used. **WARNING:** This syllabus and assignments are subject to change. If you miss class, leave early, or are otherwise unsure or unaware of the plan for your next class meeting, you should **telephone** me well in advance of the next meeting. If you must leave a message on my law office answer machine make sure you include day and evening phone numbers where you can be contacted, and **call again** if I do not get back to you soon. Poor attendance can mean a lower course grade.

(1) Withdrawal, (2) incompletes, (3) “rule of three”:

(1) Students who wish to withdraw must follow the official drop policy or will receive a failing final grade. If it becomes clear to you that you are not going to complete the course, I urge you to follow the withdrawal procedures to avoid a failing grade being turned in. I do not withdraw for students. Withdrawal is your responsibility. This term the deadline for withdrawal for **16-week courses** is Thursday, November 17, 2011, but each student is responsible for being sure of the correct date. **That is, this syllabus is not binding on the college or me as to official dates because this is prepared by your instructor and not the college.**

(2) The policy for **incompletes** at ACC as far as this instructor understands it will only be given if the student has substantially completed the course with a passing grade. The instructor must be notified **before the end of the semester** if you need an incomplete and all work must be made up as soon as possible. Incompletes are not recommended as students will miss the extra credit for finishing on time and many incompletes are never completed.

(3) Rule of Three. See www.austincc.edu/admiss/ruleofthree for details. Third attempts at same course means the tuition is significantly increased regardless of residency zone and goes back to year 2002. Having said this, the ACC website has the final word on this, not this syllabus.

Employment, academic, scholarship references. You may list me as a reference if you ask to list me and provide an **authorization and release** to provide information about you. Be advised that I will be frank about my impression of your performance, ability, attitude, etc. Attitude counts for a lot.

Personal safety, property safety, miscellaneous: ACC is a safe environment BUT students, particularly females, should be careful about parking location and waiting outside for a ride, etc. This class ends when it is dark outside and there are few other people on campus at that time. All students should be careful about locking vehicles, keeping property out of view, securing backpacks and purses in class, etc. Local campus policies must be followed concerning food and drinks in class. Tardy arrival is disruptive to the other students and instructor.

Students with Disabilities <http://www.austincc.edu/osd/index.html> Each ACC campus offers support services for students with documented physical or psychological disabilities. Students with disabilities must request reasonable accommodations through the Office for Students with Disabilities on the campus where they expect to take the majority of their classes. Students are encouraged to do this 3 weeks before the start of the semester. Written assessments should be presented to each professor.

TEST SKILLS - STUDY SKILLS - COUNSELING CENTER The **Cypress Creek Counseling Center** telephone number is 223-2010. The time to talk to the staff about study skills and test skills is NOW, not later!! Also, the staff can counsel you on many other topics, only if you initiate contact. Also, look at your course schedule to see if it mentions **workshops about study skills** and test skills. Campuses have **tutoring labs**. Make use of tutoring to see if that can help. **CHECK THEM OUT !!** If you take one, let me know what you think about it, if it helped, etc. Check with counseling center staff to learn if study or exam skills workshops are being offered. (The readability of this paragraph on the Flesch-Kincaid grade level scale is 11.37. The readability grade level for this entire syllabus is 13.15, which is probably determined by the content of the attachment to this syllabus.)

I May Want to Be a Lawyer! CPA! If you think you want to attend law school and become an attorney, I will be happy to discuss steps, entrance examinations, law school, bar admission questions, law practice experience and the like with you. Just ask. I add, I am often asked about women and law school. I understand that approximately one-half of the law students today at the good law schools are women.

Law Schools. Enter name of law schools you find of interest at this site: <http://officialguide.Isac.org>.

LSAT? Go here to the Law School Admission Council site for information on the law school admission test: <http://www.lsat.org/>.

CPA exam? Check the Uniform CPA Examination site to check on certified public accountant testing: <http://www.cpa-exam.org/>.

Student Handbook and Calendar. The student handbook contains calendars, contact information, college policies and procedures and much more. The information is subject to change, however. The **Student Handbook** is online at <http://www.austincc.edu/handbook> .

I wish you a successful and rewarding college experience. And, hey, continue your education for life. It enriches.

Course Assignments:

Meeting	Date	Activities	Subject(s)
1	8/22/11	Orientation. Overview. Chapters 1, 2, 3	Overview of course and orientation of students and instructor. 1. The Nature and Sources of Law, 2. The Court System and Dispute Resolution, 3. Business Ethics, Social Forces, and the Law
2	8/29/11	Chapters 4, 5, 6	4. The Constitution as the Foundation of the Legal Environment, 5. Government Regulation of Competition and Prices, 6. Administrative Agencies
- - -	9/05/11	College Holiday	Labor Day holiday, no class
3	9/12/11	Chapters 8, 52	8. Crimes, 52. Decedents' Estates and Trusts
- - -	9/12/11	Request 70% refund	Last day to request 70% refund (16-week class)
4	9/19/11	Examination on Chapters 4-6, 8, 52 in first segment of class (five chapters) (followed by 1 segment of instruction covering Chapter 9)	9. Torts
- - -	9/19/11	Request 25% refund	Last day to request 25% refund (16-week class)
5	9/26/11	Chapters 10, 11, 12	10. Intellectual Property Rights and the Internet, 11. Cyberlaw, 12. Nature and Classes of Contracts: Contracting on the Internet
6	10/03/11	Chapters 13, 14	13. Formation of Contracts: Offer and Acceptance, 14. Capacity and Genuine Assent
7	10/10/11	Examination on Chapters 9, 10-14 in first segment of class (six chapters)(followed by 1 segment of instruction covering Chapter 15)	15. Consideration

Meeting	Date	Activities	Subject(s)
8	10/17/11	Chapters 16, 17	16. Legality and Public Policy, 17. Writing, Electronic Forms, and Interpretation of Contracts
9	10/24/11	Chapters 18, 19	18. Third Persons and Contracts, 19. Discharge of Contracts
10	10/31/11	Chapters 20, 47	20. Breach of Contract and Remedies, 47. Accountants' Liability and Malpractice
11	11/07/11	Examination on Chapters 15 through 20, 47 in first segment of class (seven chapters) (followed by 1 segment of instruction covering Chapter 21)	21. Personal Property and Bailments
12	11/14/11	Chapters 22, 23	22. Legal Aspects of Supply Chain Management, 23. Nature and Form of Sales
- - -	11/17/11	Final withdrawal date	Last day to withdraw. This instructor does not withdraw for you. Students are responsible for following the withdrawal procedures.
13	11/28/11	Chapters 24, 25	24. Title and Risk of Loss, 25. Product Liability: Warranties and Torts
14	11/28/11	Chapters 26, 27	26. Obligations and Performance, 27. Remedies for Breach of Sales Contracts
15	12/05/11	Examination on Chapters 21-27 (seven chapters)	Bring an envelope bearing address and postage if you want your exam score and final grade mailed to you soon after December 5.

NOTES, CORRECTIONS, REMINDERS (with date of the note):
