CASPER COLLEGE COURSE SYLLABUS
BUSINESS LAW I
BADM 2010-01

Semester/Year: SPRING 2017

Lecture Hours: 3            Lab Hours: 0            Credit Hours: 3
Class Time: 10:00 - 10:50 AM    Days: MWF           Room: BU 309

Instructor’s Name: Heather Lloyd

Instructor's Contact: Office Phone: Email:
Information: (307) 268-2764 heather.lloyd@caspercollege.edu
Email is the best way to reach me. I will try to respond to any
Office: LH 175G          Office: LH 175G as that mailbox is not monitored.
emails within 24 hours.
BU 211

Office Hours:
Please note: I have offices in both Liesinger Hall (LH 175G) and the Thorson Business Building
(BU 211). I teach Business Law and have office hours in the BU building on M/W. I teach Criminal
Justice courses and have office hours in Liesinger Hall on T/Th. Be sure to double-check the location
of my office hours if you are coming to meet with me. My office phone number rings in both
locations, so if you ever have questions, do not hesitate to call.

Monday: 11:00 am – 1:00 pm (BU 211)
Tuesday: 12:15 pm – 2:15 pm (LH 175G)
Wednesday: 9:00 am – 10:00 am (BU 211)
Thursday: 12:15 pm – 1:15 pm (LH 175G)
*Additional office hours available by appointment

Course Description: Business Law I (BADM 2010) is an introductory survey course providing a
broad overview of business related legal topics. Students will be familiarized with the nature and
sources of law, court systems, jurisdictions of state and federal courts, small claims court, common
law, statutory law, constitutional law, criminal law, torts, contracts, (especially as they are affected by
the Uniform Commercial Code), social responsibility and business ethics, property law, estate
planning, and how to avoid probate.

Statement of Prerequisites: There are no prerequisites for this course.
Goal: Students will demonstrate basic knowledge and understanding of the sources and applications of various laws relevant to the business environment. Students will be able to identify the types of legal issues that arise in a business setting and to respond appropriately to those issues. This course is designed to develop students’ legal reasoning and analysis and to encourage students to utilize those skills to make sound and informed decisions in their business and personal affairs.

Outcomes: The following Casper College General Education Outcomes (in bold) will be promoted and reinforced through successful completion of this course:

1. Demonstrate effective oral and written communication
2. Use the scientific method
3. Solve problems using critical thinking and creativity
4. Demonstrate knowledge of diverse cultures and historical perspectives
5. Appreciate aesthetic and creative activities
6. Use appropriate technology and information to conduct research
7. Describe the value of personal, civic, and social responsibilities
8. Use quantitative analytical skills to evaluate and process numerical data

Course Objectives: Successful students in this course will:

1. Understand the historical development and structure of the American legal system and to articulate the role of the courts in resolving business disputes. (CCGE Outcome #1)
2. Identify the various types and sources of law affecting the business environment. (CCGE Outcome #1)
3. Identify relevant legal issues and be able to analyze and apply those concepts to specific factual scenarios in a business setting. (CCGE Outcomes #1, 3)
4. Research and summarize case law relevant to the business environment and be able to articulate their findings clearly and concisely. (CCGE Outcome #6)

Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

Methodology: Course content will be delivered primarily in lecture format. Additional instruction will be provided through independent reading and research assignments, as well as class discussion and case studies relevant to the topics presented. Students are encouraged to fill out course evaluations at the completion of this course. Your feedback regarding the methodology used is valuable, as the instructor uses course evaluations in determining course methodology.

Evaluation Criteria: Grades for this course will be based on the following criteria:

Student Introduction (10 points):
You will be asked to answer a few short questions about yourself, your background, and your educational and professional goals. The purpose of this assignment is to help me get to know a little bit more about each of you before we start the semester.
Chapter Quizzes (100 points total; lowest two quiz scores will be dropped)
There will be twelve quizzes covering approximately 1-2 chapters each. Only ten quiz scores will be counted toward your grade; the lowest quiz score will be dropped. Quizzes will consist primarily of multiple choice and true/false questions drawn from the textbook. Quiz deadlines are listed on the Course Calendar. No late quizzes will be accepted.

Class Participation/Attendance (50 points)
Attendance will be taken at the start of each class. Students will begin the semester with 50 points for class attendance and participation. Students are expected to come to class having completed the assigned reading. If a student is absent or, in the instructor’s sole discretion, fails to adequately prepare for class, he or she will forfeit up to five attendance points per class. If an absence is unavoidable, a student may request an opportunity to make up the attendance and participation points for that class by emailing the instructor in advance of the absence. It is within the instructor’s sole discretion whether to grant requests for makeup attendance points.

Case Studies (200 points total; 100 points each)
Students will be required to complete two Case Studies requiring independent research and a written analysis. Directions and/or a grading rubric for each case study will be distributed at the beginning of each unit. Case Studies must be completed by the deadlines listed on the Course Calendar.

Mid-Term Examination (150 points)
Final Examination (150 Points)
There will be two examinations: a Mid-Term and a Final Examination worth 150 points each (300 points total). Exams will be closed-book, timed, proctored examinations administered via Moodle. No late exams will be accepted.

Grades:

The grading scale for this course is as follows:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Point Total</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100%</td>
<td>594-660 points</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>528-593 points</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>462-527 points</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>396-461 points</td>
<td>D</td>
</tr>
<tr>
<td>0-59%</td>
<td>0-395 points</td>
<td>F</td>
</tr>
</tbody>
</table>
Required Text, Readings, and Materials:

*Additional reading assignments will be distributed in Moodle.

Class Policies:

**Moodle Page:** There is a Moodle page for this course. The Course Calendar, additional reading assignments, Case Study instructions, and other information for this course will be posted in Moodle. Students should consult the Moodle page, and the Course Calendar every Monday, **at a MINIMUM**, to make sure they are completing all assigned reading and quizzes on time.

Students experiencing difficulties with Moodle can contact the CC HelpDesk at 307.268.2486 or by email helpdesk@caspercollege.edu. For more technical assistance with Moodle4Me, you can also contact the Digital Learning Center, dlc@caspercollege.edu or 307.268.3882.

**Cell Phones:** Please do not use cell phones or similar electronic devices during class. If you are expecting an emergency contact during class (e.g., family medical emergency), please let me know and we will discuss a suitable arrangement for you to be contacted that does not disrupt other students.

**Last Date to Change to Audit Status or to Withdraw with a W Grade:** The last day to change to audit status or to withdraw from this course with a “W” grade is consistent with the Casper College institutional withdrawal deadline. For the Spring 2017 semester, the withdrawal deadline is **April 13**.

**Late Work:** Late work will not be accepted without **prior approval** from the instructor. Please refer to the Moodle Page and the Course Calendar for all deadlines. A deadline extension may be given at the sole discretion of the instructor, but generally will be granted only for college-excused absences and major emergencies. A deadline extension may result in the student being eligible for only partial credit for the assignment. If you have a conflict with the testing dates listed in the Course Calendar, you should speak with the instructor **as soon as possible before the scheduled test date** to make alternate arrangements. No alternate test arrangements will be approved after-the-fact.

**Student Rights and Responsibilities:** Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.
**Chain of Command:** If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head, Scott Nolan, the Dean of the School of Business and Industry, Dr. Leslie Travers, and lastly, the Vice President for Academic Affairs, Dr. Shawn Powell.

**Academic Dishonesty:** (Cheating & Plagiarism) Casper College demands academic honesty. Academic code violations focus on academic dishonesty, which includes but is not limited to, cheating, plagiarism, buying, selling, or stealing exams; substituting for another person, collusion when collaboration is not approved; knowingly furnishing false information; and copyright violations. Violations of the college’s academic code can result in a range of negative consequences from failing a grade assignment to expulsion from the college. See the Student Code of Conduct for more information on this topic.

**Official Means of Communication:** Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible for checking their account regularly. This is also where you will find course evaluation links during course evaluation periods.

**ADA Accommodations Policy:** If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college’s Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.

**Harassment and discrimination:** Casper College seeks to provide an environment that is free of bias, discrimination and harassment. If you have been the victim of sexual harassment/gender or sex discrimination/sexual misconduct/assault, we encourage you to report this. If you report this to an employee, she or he must notify our college’s Title IX Coordinator, Linda Toohey, Associate Vice President for Student Services, 125 College Drive, GW 412, Casper, WY 82601; (3-7) 268-2667; linda.toohey@caspercollege.edu about the basic facts of the incident. Employee concerns should be directed to the Human Resources Director. For more information about your options, please go to: http://www.caspercollege.edu/nondiscrimination

**Course Calendar:** See BADM 1010 – Business Law I Course Calendar, provided separately and posted on the Moodle course page. This calendar is tentative and subject to change at the instructor’s discretion. It is the student’s responsibility to check Course Calendar posted on Moodle each week to verify all assigned reading and course submission deadlines.