The 3Rs
Respect, Responsibility, Reality

COURSE TITLE: BUSINESS LAW I - BUS 201 - 011

SEMESTER: Spring 2016

COURSE DESCRIPTION

This course is a study of legal principles applied to business. Topics covered will include: Court Systems, Court procedures, Business Torts, Criminal Law, Contracts including E-Contracts, and Commercial Paper. 3 Class Hours.

COURSE OBJECTIVES

1. To acquaint the student with the principles of Business Law.
2. To enable the student to apply these principles to factual situations.

REQUIRED MATERIALS


REQUIREMENTS

1. Each student will complete the required examinations and quizzes plus a comprehensive final examination.
2. Each student will be responsible for homework assignments from the textbook, the course pack, and other outside sources. This includes being a half chapter ahead of class in your reading at all times.
3. Each student will stay current on news events relevant to law.
4. Court Report: Students will be required to observe a trial and write a brief report on the experience. Detailed instructions will be distributed in class. (10%)

Respect for self and others in words and deeds
Responsibility for one’s own success through personal accountability
Reality of the expectations and standards in a college environment
ACADEMIC HONESTY (Quoted from the college catalogue)

In the academic process, it is generally assumed that intellectual honesty and integrity are basic responsibilities of any student. However, faculty members should accept their correlative responsibility to regulate academic work and to conduct examination procedures in such a manner as not to invite violations of academic honesty. Such violations consist mainly of cheating and plagiarism.

CHEATING is defined as the unauthorized use or exchange of information by students or others for the purpose of achieving unfair advantage in the classroom or testing process. It also applies to misrepresentations concerning a student's work on tests, papers and/or other work submitted in the course, or on any aspect of grading designed to achieve unfair advantage in the grading process.

PLAGIARISM is defined as offering the work of someone else as one's own. The language or ideas thus taken from another may range from isolated formulas, sentences or paragraphs, speeches, or the writings of other students. Any student who fails to give credit for ideas or materials that are taken from another, verbatim or in paraphrase, is guilty of plagiarism. Any form of plagiarism is an act of cheating.

Cheating or plagiarism may be an individual transgression of one student, unabettied by anyone else, or it may involve the complicity of others. All students who are involved in a group action which makes cheating of plagiarism possible shall be considered equally guilty of the transgression and shall be subject to the same penalties as though they themselves had cheated or plagiarized.

A faculty member who has evidence that a student is guilty of cheating or plagiarism shall initiate the appropriate disciplinary action. However, no penalty shall be imposed until after the student has been informed of the charge of academic dishonesty, of the evidence upon which it is based, and has been given an opportunity to present whatever statement or evidence the student desires in his/her defense.
Thereafter, if the student is found guilty, the faculty member shall assess a penalty within the course, consistent with the magnitude of the transgression. Such penalty may consist of a warning, a reduction in a passing grade for the course, or a grade of "F" for the course.

ATTENDANCE/WITHDRAWAL POLICIES
STUDENTS ARE EXPECTED TO ATTEND CLASS. See the current MCC Catalog/Student handbook for further information on college attendance requirements.

Last day for a student to withdraw from individual courses with a grade of "W" is April 30, 2016. If a student wants to withdraw from a course, it is the student's responsibility to obtain a STUDENT-INITIATED WITHDRAWAL form from the Records and Registration office, complete the form, have the instructor sign it, and then return the completed form to the Records and Registration Office for processing.

EXAMINATION/MAKE-UP POLICY

Three non-comprehensive exams will be given plus a comprehensive final exam during assessment week. Announced and/or unannounced quizzes may be given.

If you are unable, for good cause, to take an exam, notify your professor immediately. **Up to ten points will be deducted from make-up exams.**

GRADING POLICY

The numerical equivalent of letter grades will be as follows:

- A+ = 94-100
- A  = 92-93
- A- = 90-89
- B+ = 87-88
- B  = 83-86
- B- = 80-85
- C+ = 77-79
- C  = 75-76
- C- = 70-74
- D+ = 67-69
- D  = 64-66
- D- = 60-63
- F  = Under 60
**Grading Policy:**
Quiz Scores and collected homework assignments are averaged and treated as a non-comprehensive unit examination grade. Your grade will then be computed as a weighted average as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Non comprehensive unit examinations plus Quiz Score</td>
<td>55%</td>
</tr>
<tr>
<td>Court Assignment</td>
<td>10%</td>
</tr>
<tr>
<td>Comprehensive Final</td>
<td>25%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
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**AUDIO/VISUAL RECORDING.** No audio or visual recording is permitted without prior explicit written consent from the professor.

**CELL PHONES.** No cell phones will be permitted in class, with the exception of a PRE-APPROVED EMERGENCY call or text. If you anticipate such a call or text during class, alert the professor before class and permission may be granted for that one emergency call or text.

**CIVILITY, HONOR CODE AND GRIEVANCE PROCEDURES.** The college has policies relevant to each of these matters. Students and faculty are expected to act respectfully and responsibly at all times on campus. Please see the Catalog and Student Handbook for more information.

**MCCs CORE VALUES**

MCC is committed to providing a respectful learning community that values integrity, courtesy, compassion and responsibility. This is MCC’s Civility Statement: We, the students, faculty, staff and administration of Monroe Community College are committed to core values that include

- Creating an environment where we value and respect each other;
- Promoting a community that encourages the tolerance of divergent opinions and constructive resolution of conflict;
- Exchanging ideas and enriching our lives through the exploration of our multifaceted culture;
- Embracing responsibility, integrity, and courtesy;
- Respecting the dignity, rights, and freedoms of every community member;
- Respecting the intellectual and physical property of others; and
- Respecting college property including both public and private spaces.

We, as a community of learners, are affirming these core values to guide our actions and behaviors.
MCC REGULATIONS AND POLICIES

Policy Statement on Sexual Harassment

Monroe Community College strives to recognize human dignity and therefore does not tolerate sexual harassment or any other type of harassment within or connected to this institution. Sexual harassment is illegal and unfairly interferes with the opportunity for all persons, regardless of gender, to have a comfortable and productive education and work environment. We are committed to taking all reasonable steps to prevent sexual harassment and to discipline those who do harass.

Code of Conduct
The following actions or conduct are prohibited.

1. The obstruction or disruption of any College function or activity, including the classroom instructional environment, administration of the parking program and service functions and activities.
2. The detention, physical abuse or intimidation of any person, or threat thereof, or any conduct which threatens or endangers the health, safety, or welfare of any person on College-owned or operated property or at College-sponsored activities.
3. The use of obscene or abusive language or any other means of expression, language, or action which may reasonably be expected to provoke or encourage physical violence by other persons.
4. The refusal to obey any reasonable or lawful request, order, or directive of a College public safety officer, a teacher, College administrator, or any other identified representative of the College.

SERVICES FOR STUDENTS WITH DISABILITIES

Students with a documented learning difficulty should make an appointment with the Coordinator of Services for Students with Disabilities on the Brighton or Damon Campus to arrange for support services. You must provide the instructor with appropriate documentation regarding accommodations within the first two weeks of class. All deaf or hard of hearing students should contact the Counseling and Advising Center.

LEARNING CENTERS

Monroe Community College has a number of Learning Centers at Brighton (for example, Accounting, Math, Psychology, Writing, the Electronic Learning Center, etc.) and at Damon (for example, the Integrated Learning Center, Electronic Learning Center, etc.). Learning centers are staffed with instructional personnel and may be equipped with computers and software to assist students. It is recommended that students use the Learning Centers to get additional help with
concepts learned in the classroom and with their homework. Please refer to your MCC student email to review your referral and objectives for your use of the Learning Center(s).

**EMERGENCY CLOSINGS**

If the College is *closed* or classes are cancelled due to inclement weather or some other emergency, all Rochester area radio and television stations will be notified no later than 5:30 a.m. or in the case of a mid-day decision, no later than 3:00 p.m. In addition, the home page on the MCC website ([www.monroecc.edu](http://www.monroecc.edu)) will display a message indicating the College is closed or classes are cancelled. Please do not call the College to avoid overloading the telephone lines.

In the event of an **emergency**, such as a campus evacuation or closure, severe weather alert, fire in a building, hazardous material incident, etc., where time-sensitive, proactive actions need to be communicated, the **SUNY NY-Alert** system will be utilized to provide immediate notification to all MCC students and employees who have opted to receive such alerts. Those who sign up for SUNY NY-Alert can choose to receive emergency messages via a variety of communication technologies, such as e-mail (college and/or personal accounts), and audio and/or text message to a campus, home or cell phone, fax, etc. For more information on SUNY NY-Alert, including how to sign up, please visit [http://www.monroecc.edu/depts/pstd/NYAlert.htm](http://www.monroecc.edu/depts/pstd/NYAlert.htm).

**CLASS CANCELLATIONS**

Information regarding **class cancellation** is available daily on the web or through the telephone. Simply go to the MCC website ([www.monroecc.edu](http://www.monroecc.edu)) and select the link in the second heading menu labeled “Current Students”, and then select the “Class Cancellations” link along the left column under the “Academics at MCC” section. Additionally, class cancellation information is available by dialing 292-2066, press “1” for the Brighton campus and “2” for the Damon City campus. If possible, please use the web, as there could be delays in the voice recordings based on the number of cancellations.

**SMOKING POLICY.** MCC has a tobacco-free policy which prohibits the use, distribution or sale of tobacco in all college owned, leased or controlled buildings, property and vehicles, and at all MCC-sponsored events. This policy applies to everyone on campus. We appreciate your cooperation in MCC’s commitment to being a tobacco-free campus.

**ENJOY THE COURSE!**