Course Number: BUSA 2106-01 (MW 9:30 AM – 10:45 AM)
Course Title: Legal and Ethical Environment of Business
Instructor: Dr. Leanne M. DeFoor
Office: Miller Hall 2224
Telephone: 678-829-5295 (Google Voice text or voice) or 678-839-4829 (office)
E-mail Address: Ldefoor@westga.edu
Office Hours: MW 8:30-9:30 AM; 10:45-11:45 AM; other times by appointment.
Required Text: MindTap is required for BUSA 2106. This subscription includes the course text, Cross, Miller, Legal Environment of Business: Text and Cases, 9th Ed. and many other digital resources, including assignments. Additional readings as assigned.

COURSE DESCRIPTION:
An introduction to the legal, regulatory and ethical environment of business, considering the interrelationship and impact of political, social, cultural, environmental, technological, international and diversity issues.

COURSE LEARNING OBJECTIVES:
1. Demonstrate an understanding of the interrelationships among the legal, social, political, ethical, cultural, international, and technological environments and their impact on business. (BBA 4, BBA 5, BBA 6)

2. Demonstrate the ability to understand and apply major areas of law affecting business in the subject matter areas covered in the course, incorporating the influence of technology, the impact of demographic diversity, and the use of appropriate quantitative techniques, within an ethical framework. (BBA 4, BBA 5, BBA 6)

3. Demonstrate the ability to analyze issues and situations having legal implications including demographic changes with accompanying diversity issues, development and use of technological innovations, social changes, the political arena, and environmental and ethical factors, and assess the consequences of courses of action. (BBA 4, BBA 5, BBA 6)

4. Demonstrate familiarity with various legal resources and the ability to use them. (BBA 4, BBA 6)

5. Demonstrate the ability to organize and present their work in an effective and professional manner. (BBA 1, BBA 3)

RELATIONSHIP OF LEARNING OBJECTIVES TO LEARNING OUTCOMES FOR THE B.B.A. DEGREE IN MANAGEMENT:
Achievement of the Learning Objectives for this course will advance the student toward meeting the standards articulated in the Learning Outcomes for the B.B.A. Degree in Business Administration.

UWG Mandatory Syllabus Policies (required information for all UWG course syllabi)

PREREQUISITES: 2.0 GPA.
METHOD OF INSTRUCTION:
Delivery of information and concepts will be primarily by way of lecture and CourseDen, with supplemental class discussions. The subject matter will be drawn primarily from the course textbook, MindTap, and legal issues in recent court opinions or in the news. Classroom time may also be scheduled for consideration of court opinions, documents, guest lectures, projects, group activities, individual presentations, exercises, and special events.

COMMUNICATION:
Communication between an individual student and professor will be primarily through UWG mail. E-mail correspondence will be between the student’s official UWG address (MyUWG) and the professor’s official university address (Ldefoor@westga.edu). Distribution of course materials, the syllabus, important announcements, grades, and messages to the entire class will be through CourseDen. Students are advised to check CourseDen daily during the week. The professor requires students to enable real-time notifications in CourseDen (either e-mail or text).

Communication Expectation for Management Department:
The Management Department believes in work-life balance for both faculty and students. Faculty will typically respond to student emails within 24 hours, usually sooner during business hours. Students should not expect a response during non-business hours, which includes nights, weekends, holidays, and school breaks. If you have not heard back from the professor within 24 hours during the workweek, assume your e-mail was not received and resend it.

COLLEGE, DEPARTMENT, AND COURSE POLICIES:
• The use of recording devices is not permitted in the classroom without prior approval.
• Cell phones, mp3 players, iPods, and all other electronic devices must be rendered silent during class and shall not be used during class. Laptops may be used only for class-related activity such as taking notes. Texting, social media, e-mailing, and web browsing are prohibited during class.
• Students are not allowed to have food or drink in the classroom. This is a UWG policy.
• Your professor is a licensed attorney. However, do not ask your professor for legal advice.
• Please read this syllabus carefully. Your professor is available during class and during office hours to answer any questions you may have regarding the meaning of any part of this syllabus. Consequently, excuses for failure to fulfill course requirements based upon non-understanding or misunderstanding of this syllabus will not be heard.
• The professor reserves the right to make appropriate amendments to this syllabus. With exception of minor changes to the tentative course schedule, all such amendments will be announced sufficiently in advance of the effective date of the amendment and published in CourseDen.
• If you have a disability and wish to request an accommodation, please contact Accessibility Services in the Counseling & Career Development Center and follow their steps to apply.
• Links to a variety of other policies and student resources are linked to our course homepage in CourseDen and can be found at the end of this syllabus.

CREDIT HOUR POLICY STATEMENT (3 Credit Hour Course):
For approximately 15 weeks, students in this class will generally spend 150 minutes with direct faculty instruction (either face-to-face or online) and work about 360 minutes outside the classroom each week. This out-of-class work may include, but is not limited to, readings, assignments, projects, group work, research, and test preparation.
EVALUATION AND GRADES:

Grades will be calculated and assigned on the basis of points earned on examinations, the major project, homework assignments, extra credit and attendance, as follows:

<table>
<thead>
<tr>
<th>Type of Graded Event</th>
<th>No. of Graded Events</th>
<th>Possible Points per Graded Event</th>
<th>Total Possible Points for the Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examinations</td>
<td>4</td>
<td>100</td>
<td>300*</td>
</tr>
<tr>
<td>Major Project</td>
<td>1</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Homework Average</td>
<td>Varies</td>
<td>Varies</td>
<td>100</td>
</tr>
<tr>
<td><strong>Total Possible Points for this Course:</strong></td>
<td></td>
<td></td>
<td><strong>500</strong></td>
</tr>
</tbody>
</table>

*The lowest examination grade will be dropped. Students who are satisfied with their grade as determined by the first three exams, homework, and the major project will not be required to sit for the final exam (these students will use the final exam as their exam grade to be dropped).

Additionally, as noted below in the “Attendance” section, students may earn up to a maximum of one point on the final course grade (5 points out of 500 available in the course) for exemplary attendance. Grades will be assigned on the basis of points earned as follows:

<table>
<thead>
<tr>
<th>Points Earned</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>448 - 500</td>
<td>A</td>
</tr>
<tr>
<td>398 - 447</td>
<td>B</td>
</tr>
<tr>
<td>348 - 397</td>
<td>C</td>
</tr>
<tr>
<td>298 - 347</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 298</td>
<td>F</td>
</tr>
</tbody>
</table>

Examinations: 300 points

Four periodic examinations will be given, as indicated in the schedule below. The lowest exam grade will be dropped. The final exam cannot be made up (if missed, it will count as the dropped grade). Alternative exam times may be scheduled in cases where a student will be absent during a regularly scheduled exam, when all of the following criteria are met:

1. The absence is a university-authorized or professor-authorized absence,
2. Arrangements are made in advance of the absence, and
3. The student provides genuine documentation to the professor from the appropriate university employee or official, physician, or other relevant individual that includes the date, time, and purpose of the absence. The professor will authorize absences only in cases where the student’s attendance is made impossible by circumstances beyond the student’s control.

Major Project: 100 points

The instructions and standards for the Major Project are posted in CourseDen. You may begin at any time. The assignment is due by the end of day on the date noted in the course schedule, below, and will not be accepted late. You must submit your project as a single file attachment (Word, Pages, or PDF - NOT as a zip file) through the assignment drop box in CourseDen. In the event of technical difficulties with CourseDen, the major project may be submitted by e-mail in advance of the deadline and must contain your name and the words “Major Project” in the subject line of the e-mail. For example, the subject line for the written assignment submitted by a student named Jane Doe would read “Jane Doe- Major Project.” E-mailed projects that do not comply with these requirements will not be accepted.
Homework: 100 points

There are a variety of MindTap homework assignments associated with each chapter we cover in the course. You can access these assignments in CourseDen within the MindTap content module. It is possible that the professor may assign other types of homework in addition to the MindTap assignments. The homework average (% correct on all assignments) will contribute 100 possible points toward the 500 total possible points in the class. The homework is important for you to fully understand and be able to apply the concepts we cover in the course. **Worksheets should be completed prior to the week’s lecture and other assignments should be completed by the assignment deadline. You may work ahead on the assignments, and I encourage you to do so. MindTap homework assignments will always be due on Sunday nights at 11:59 PM.**

**Attendance:** Roll will be taken at the beginning of each class session. Students arriving late for class are marked absent unless prior notice has been given that the student will be late for an excused reason. “Late” is defined as any time after the scheduled start time for class. Students who leave during class may lose credit for that day’s class. Students are expected to be prepared for class and actively participate. Participation requires both quantity and quality. Students may be called upon to discuss case law, recount knowledge of the subject matter, analyze a situation, or effectively present a point of view. **Students who are obviously unprepared for class or are caught using electronic devices during class may be counted absent for the class session.**

Students with **one or fewer excused absences** for the semester will receive an additional **5 points out of 500 available in the course**, which is the equivalent of one point on the final course grade. Students with **any** unexcused absences or more than one excused absence are not eligible for attendance points. **Any student missing more than 3 class sessions may be dropped from the course.**

**Extra Credit:** Students have the opportunity to do a courtroom observation to earn extra credit in the course. Instructions for completing the courtroom observation are posted in CourseDen in the Courtroom Observation module. Students who successfully complete the Courtroom Observation assignment will receive an additional 5 points out of 500 available in the course, which is the equivalent of one point on the final course grade. **This assignment is available starting the first day of the semester and is open until 5:00 PM the day before the final exam.** No other extra credit opportunities will be offered in the course.

Work completed for another course will not be accepted to meet the requirements of this course.

**ACADEMIC HONESTY:**

Receiving or giving help on exams or assignments, using cell phones or other unapproved devices on exams or homework, sharing/storing/retaining course materials or answers, and/or using unauthorized sources on the Major Project will result in failure of this course and a record of academic dishonesty placed in the student’s permanent records and may result in dismissal from the University. For the purposes of this class, the statements in the **Student Handbook and Honor Code** and the **Student Code of Conduct** will apply, including but not limited to the following:
1. No student shall give or receive, or otherwise furnish or procure assistance not authorized in the preparation of an essay, report, examination, or other assignment in an academic course or in the fulfillment of program or degree requirements such as standardized examinations.

2. No student shall take, attempt to take, or otherwise obtain, gain access to, or alter in an unauthorized manner any material pertaining to the conduct of a class or to the completion of any program or degree requirement, including but not limited to tests, examinations, laboratory equipment, roll books, academic records, or electronically stored data.

3. Plagiarism is prohibited. Themes, essays, term papers, tests, and other similar requirements must be the work of the student submitting them. Direct quotations must be indicated and ideas of another must be appropriately acknowledged.

UWG utilizes an academic dishonesty database. Instances of academic dishonesty become part of the student’s permanent file; this may affect graduate school admissions and future employment.

CLASS BEHAVIOR AND PROFESSIONALISM:

Any student who engages in disorderly conduct or disruptive or disrespectful behavior during any meeting of this course is subject to disenrollment from this course with a grade of “F.” Disruptive and disrespectful behavior includes, but is not limited to, inattentiveness, disrespectful or threatening words or actions toward classmates or the professor, moving about the classroom during class (including entering and exiting the classroom), cursing or yelling at others, sleeping in class, using electronic devices, and the like. Students will treat each other and the professor with the utmost respect and professionalism at all times. The professor is available after class and during office hours to hear any concerns you may have concerning the class.

STATEMENT OF ETHICAL EXPECTATIONS:

Richards College of Business community members are committed to honesty and integrity in interactions and undertakings; respect for rights, differences, and dignity of others; accountability for personal behavior.

The Richards College of Business has implemented the Wolf Pact to emphasize our shared commitment to academic honesty, ethics, and integrity in our dealings with one another.

ADDITIONAL STUDENT RESOURCES/POLICIES:

UWG Online HelpDesk Services: 678-839-6248 or online@westga.edu

Accessibility Services: 678-839-6428 or ccd@westga.edu

Center for Academic Success (formerly Excel Center): 678-839-6280 or helpme@westga.edu

UWG University Writing Center: 678-839-6513 or writing@westga.edu

UWG Online Student Guide (contains a variety of information and resources for online learning)

UWG Mandatory Syllabus Policies (required information for all UWG course syllabi)
**COURSE CALENDAR:** This is an estimated timeline for the course and is subject to amendment.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/9</td>
<td>Introduction/Syllabus</td>
<td>Syllabus, CourseDen, MindTap, Course Intro</td>
</tr>
<tr>
<td>1/11</td>
<td>Law &amp; Legal Reasoning</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>1/16</td>
<td><em>Martin Luther King, Jr. Day Holiday</em></td>
<td><em>Read Dr. MLK, Jr.’s Letter from a Birmingham Jail</em></td>
</tr>
<tr>
<td>1/18</td>
<td>Law &amp; Legal Reasoning</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>1/23</td>
<td>The Court System</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>1/25</td>
<td>The Court System</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>1/30</td>
<td>The Court System</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>2/1</td>
<td>Alternative and Online Dispute Resolution</td>
<td>Chapter 3</td>
</tr>
<tr>
<td>2/6</td>
<td>Business Ethics</td>
<td>Chapter 4</td>
</tr>
<tr>
<td>2/8</td>
<td><strong>Exam No. 1 (covers Chapters 1-4)</strong></td>
<td><strong>Study for Exam!</strong></td>
</tr>
<tr>
<td>2/13</td>
<td>Business and the Constitution</td>
<td>Chapter 5</td>
</tr>
<tr>
<td>2/15</td>
<td>Business and the Constitution</td>
<td>Chapter 5</td>
</tr>
<tr>
<td>2/20</td>
<td>Administrative Agencies</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>2/22</td>
<td>Criminal Law and Cyber Crime</td>
<td>Chapter 7</td>
</tr>
<tr>
<td>2/27</td>
<td>International Law in a Global Economy</td>
<td>Chapter 8</td>
</tr>
<tr>
<td>3/1</td>
<td><strong>Exam No. 2 (covers Chapters 5-8)</strong></td>
<td><strong>Study for Exam! Drop Deadline for “W” is 3/2 at 4 PM</strong></td>
</tr>
<tr>
<td>3/6</td>
<td>Formation of Traditional and E-Contracts</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>3/8</td>
<td>Formation of Traditional and E-Contracts</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>3/13</td>
<td>Formation of Traditional and E-Contracts</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>3/15</td>
<td><strong>Virtual: Overview of Business Entities Video</strong></td>
<td>Chapters 17-19; Major Project Due Tonight</td>
</tr>
<tr>
<td>3/20-3/25</td>
<td><strong>Spring Break</strong></td>
<td><strong>Have fun!</strong></td>
</tr>
<tr>
<td>3/27</td>
<td>Contract Performance, Breach, and Remedies</td>
<td>Chapter 10</td>
</tr>
<tr>
<td>3/29</td>
<td>Contract Performance, Breach, and Remedies</td>
<td>Chapter 10</td>
</tr>
<tr>
<td>4/3</td>
<td>Torts (Intentional Torts)</td>
<td>Chapter 12</td>
</tr>
<tr>
<td>4/5</td>
<td>Torts (Intentional Torts)</td>
<td>Chapter 12</td>
</tr>
<tr>
<td>4/10</td>
<td>Torts (Negligence)</td>
<td>Chapter 12</td>
</tr>
<tr>
<td>4/12</td>
<td>Strict Liability and Products Liability Torts</td>
<td>Chapter 13</td>
</tr>
<tr>
<td>4/19</td>
<td>Intellectual Property Law</td>
<td>Chapter 14</td>
</tr>
<tr>
<td>4/24</td>
<td>Employment Relationships</td>
<td>Chapter 21</td>
</tr>
<tr>
<td>4/26</td>
<td>Employment Discrimination</td>
<td>Chapter 22</td>
</tr>
<tr>
<td>5/1</td>
<td>Employment Discrimination</td>
<td>Chapter 22</td>
</tr>
<tr>
<td>5/3</td>
<td><strong>Final Exam (covers Chapters 14, 21-22)</strong></td>
<td><strong>8:30 AM – 10:30 AM</strong></td>
</tr>
</tbody>
</table>