

BUS-COL-BUSFIN 3500- Syllabus- Legal Environment of Business

Session 2, Spring 2021

Safety and health requirements:

All teaching staff and students are required to comply with and stay up to date on all [University safety and health guidance](#), which includes wearing a face mask in any indoor space and maintaining a safe physical distance at all times. Non-compliance will be warned first and disciplinary actions will be taken for repeated offenses.

Course Information

- **Course times:** Sections (4003) (4180) and (4354)
- **Credit hours:** 1.5
- **Mode of delivery:** Distance Learning

Instructor

- **Name:** John Blackburn
- **Email:** blackburn.3@osu.edu
- **Office hours:** Monday from 3:00 p.m.-5:00 p.m. *with appointment, confirmed via email containing link for Zoom call.*
- **Preferred means of communication:**
 - My preferred method of communication for questions is **email**.
 - My class-wide communications will be sent either through the Announcements tool in CarmenCanvas. Please check your [notification preferences](#) (go.osu.edu/canvas-notifications) to be sure you receive these messages.

Course Description

An introduction to American legal institutions, sources of law, and an analysis of basic concepts of public and private law related to business decisions. Primary areas covered include contracts, torts, and equal employment opportunity law.



THE OHIO STATE UNIVERSITY

Fisher College of Business
Finance Department

How This Online Course Works

Mode of delivery: This course is 100% online. There are no required sessions when you must be logged in to Carmen at scheduled times. There are reading assignments in the textbook, lectures recorded on Zoom and posted on Carmen, and weekly written assignments due (usually) at the end of each weekly module. The weekly written assignments will require you to draw upon and/or apply the assigned reading and recorded lectures.

Pace of online activities: This course is divided into **weekly modules**. Students are expected to keep pace with weekly deadlines, but may schedule their efforts freely within that time frame.

Credit hours and work expectations: This is a 1.5 credit-hour course. According to [Ohio State bylaws on instruction](http://go.osu.edu/credithours) (go.osu.edu/credithours), students should expect around 3 hours per week of time spent on direct instruction (instructor content and Carmen activities, for example) in addition to 6 hours of homework (assigned reading preparation and written assignment preparation, for example).

Attendance and participation requirements: Because this is an online course, your attendance is based on your online activity and participation. The following is a summary of students' expected participation:

- **Participating in online activities for attendance at least once per week:**
You are expected to log in to the course in Carmen every week. During most weeks you will probably log in many times. If you have a situation that might cause you to miss an entire week of class, discuss it with me *as soon as possible*. You are expected to keep up with the reading assignments, view the recorded lectures, and turn in each week's written assignments on time.

Office hours and live sessions: optional

All live, scheduled events for the course, including my office hours, are optional.

Two Important Points: (1) Generally, on or about the beginning of each week (Mon.), I'll send you via the Announcements tool in CarmenCanvas, an *Announcement* giving details about how the module content is covered over that week (Mon. through Fri.); and (2) this will include the module's written assignment, usually due Fri., 5:00 p.m. U.S. Eastern Time (The exceptions are the modules for weeks 4 and 7 (see p. 13 *infra*.)

The Big Picture: The course builds your knowledge and skills in the following step by step approach: Reading the *Announcement* reveals the weekly plan → Reading the Assigned Reading (in the chapter and any additional material) provides information and develops critical thinking skills → Viewing the Recorded Lecture helps understand the hard stuff → Submitting Weekly Written Assignments helps develop ability to critically analyze and apply what is learned (and gets you grade points).



Course Materials, Fees and Technologies

Required Materials and/or Technologies

Blackburn & Klayman, *Essentials of the Legal Environment of Business: Applications and Ethical Considerations*, (XanEdu, 2020) ISBN 13: 978-1-97507-686-3. You should be able to purchase the book from the University Bookstore (Barnes & Noble on High Street in Columbus, Ohio). The link is:

<https://ohiostate.bncollege.com/shop/ohiostate/home>

I also want to share with you the links for purchasing your book through other channels in case there are delays through the university bookstore.

Books are available for immediate purchase at the publisher's ecommerce website:

<https://www.xanedu.com/higher-education/educators/custom-books-catalog/essentials-of-the-legal-environment-of-business/>

And there is a limited number of copies available on Amazon:

<https://www.amazon.com/Essentials-Environment-Business-Applications-Considerations/dp/1975076869>

From time to time additional cases and materials will be sent to you through the Announcements tool in CarmenCanvas.

Required Equipment

- **Computer:** current Mac (MacOS) or PC (Windows 10) with high-speed internet connection
- **Webcam:** built-in or external webcam, fully installed and tested
- **Microphone:** built-in laptop or tablet mic or external microphone
- **Other:** a mobile device (smartphone or tablet) to use for BuckeyePass authentication

Required Software

Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365. Visit the [installing Office 365](https://go.osu.edu/office365help) (go.osu.edu/office365help) help article for full instructions.

CarmenCanvas Access

You will need to use [BuckeyePass](https://buckeyepass.osu.edu) (buckeyepass.osu.edu) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you do each of the following:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](https://go.osu.edu/add-device) (go.osu.edu/add-device) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- [Install the Duo Mobile application](https://go.osu.edu/install-duo) (go.osu.edu/install-duo) on all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at [614-688-4357 \(HELP\)](tel:614-688-4357) and IT support staff will work out a solution with you.

Technology Skills Needed for This Course

- Basic computer and web-browsing skills
- [Navigating CarmenCanvas](https://go.osu.edu/canvasstudent) (go.osu.edu/canvasstudent)
- [CarmenZoom virtual meetings](https://go.osu.edu/zoom-meetings) (go.osu.edu/zoom-meetings)
- [Recording a slide presentation with audio narration and recording, editing and uploading video](https://go.osu.edu/video-assignment-guide) (go.osu.edu/video-assignment-guide)

Technology Support

For help with your password, university email, CarmenCanvas, or any other technology issues, questions or requests, contact the IT Service Desk, which offers 24-hour support, seven days a week.

- **Self Service and Chat:** go.osu.edu/it
- **Phone:** [614-688-4357 \(HELP\)](tel:614-688-4357)
- **Email:** servicedesk@osu.edu

Digital Flagship

Digital Flagship is a student success initiative aimed at helping you build digital skills for both college and career. This includes offering an engaging collection of digital tools and supportive learning experiences, university-wide opportunities to learn to code, and a Design Lab to

explore digital design and app development. Digital Flagship resources available to help Ohio State students include on-demand tutorials, The Digital Flagship Handbook (your guide for all things tech-related), workshops and events, one-on-one tech consultations with a peer or Digital Flagship staff member, and more. To learn more about how Digital Flagship can help you use technology in your courses and grow your digital skills, visit go.osu.edu/dfresources.



Grading and Faculty Response

How Your Grade is Calculated

Assignment Category	Points
Law & Ethics Written Assignment: Due Fri., 3/12.	14 points
Nature of Law & Legal Reasoning Written Assignment: Due Fri., 3/19.	14 points
U.S. Legal System Written Assignment: Due Fri., 3/26.	14 points
Law of Contracts Written Assignment: Due Mon., 4/5.	14 points
Law of Injuries (Torts) Written Assignment: Due Fri., 4/9.	14 points
Overview of EEO Law Written Assignment: Due Fri., 4/16.	14 points
Special Topics in EEO Law; plus, a Comprehensive Course Commentary Written Assignment: Due Mon., 4/26.	16 points
Total Possible Points of the Above Listed Assignments:	100 points

See [Course Schedule](#) for due dates.

Descriptions of Major Course Assignments

Written Assignments

Description: There are seven (7) short (usually 200 – 400 words) written assignments to be posted on CarmenCanvas on or before their stated due date. Generally, each of these weekly written assignments will be due on or before 5:00 p.m. U.S. Eastern Time (The time in Columbus, OH.) of the Friday of the week the module is covered. Specific instructions for each written assignment will be provided in the Announcement sent via the Announcements tool in CarmenCanvas, generally, on or about the first day of the week (Mon.) the module is covered.

Academic integrity and collaboration: Your written assignments should be your own original work.

Late Assignments: Late submissions will not be accepted. Please refer to Carmen for due dates.

Instructor Feedback and Response Time

I am providing the following list to give you an idea of my intended availability throughout the course. Remember that you can call [614-688-4357 \(HELP\)](tel:614-688-4357) at any time if you have a technical problem.

- **Preferred contact method:** If you have a question, please contact me through my Ohio State email address. I will generally reply to emails within **24 hours on days when class is in session at the university**.
- **Class announcements:** I will send all important class-wide messages through the Announcements tool in CarmenCanvas. Please check [your notification preferences](http://go.osu.edu/canvas-notifications) (go.osu.edu/canvas-notifications) to ensure you receive these messages.
- **Grading and feedback:** For large weekly assignments, you can generally expect feedback within **seven days**.

Grading Scale

93–100: A
90–92.9: A-
87–89.9: B+
83–86.9: B
80–82.9: B-
77–79.9: C+
73–76.9: C
70–72.9: C-
67–69.9: D+
60–66.9: D
Below 60: E



Other Course Policies

Discussion and Communication Guidelines

The following are my expectations for how we should communicate as a class. Above all, please remember to be respectful and thoughtful.

- **Writing style:** You should remember to write using good grammar, spelling, and punctuation.
- **Tone and civility:** Let's maintain a supportive learning community where everyone feels safe and where people can disagree amicably.
- **Citing your sources:** For written assignments, please cite your sources to back up what you say. For the textbook or other course materials, list at least the title and page numbers. For online sources, include a link.
- **Backing up your work:** Consider composing your written assignments in a word processor, where you can save your work, and then copying into the Carmen discussion.

Academic Integrity Policy

See [Descriptions of Major Course Assignments](#) for specific guidelines about collaboration and academic integrity in the context of this online class.

Ohio State's Academic Integrity Policy

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the university's [Code of Student Conduct](#) (studentconduct.osu.edu), and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the university's *Code of Student Conduct* and this syllabus may constitute "Academic Misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the university or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the university's *Code of Student Conduct* is never considered an excuse for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by university rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the university's Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the university. If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- [Committee on Academic Misconduct](http://go.osu.edu/coam) (go.osu.edu/coam)
- [Ten Suggestions for Preserving Academic Integrity](http://go.osu.edu/ten-suggestions) (go.osu.edu/ten-suggestions)
- [Eight Cardinal Rules of Academic Integrity](http://go.osu.edu/cardinal-rules) (go.osu.edu/cardinal-rules)

Copyright for Instructional Materials

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

Statement on Title IX

All students and employees at Ohio State have the right to work and learn in an environment free from harassment and discrimination based on sex or gender, and the university can arrange interim measures, provide support resources, and explain investigation options, including referral to confidential resources.

If you or someone you know has been harassed or discriminated against based on your sex or gender, including sexual harassment, sexual assault, relationship violence, stalking, or sexual exploitation, you may find information about your rights and options on [Ohio State's Title IX website](http://titleix.osu.edu) (titleix.osu.edu) or by contacting the Ohio State Title IX Coordinator at titleix@osu.edu. Title IX is part of the Office of Institutional Equity (OIE) at Ohio State, which responds to all bias-motivated incidents of harassment and discrimination, such as race, religion, national origin and disability. For more information, visit the [OIE website](http://equity.osu.edu) (equity.osu.edu) or email equity@osu.edu.

Commitment to a Diverse and Inclusive Learning Environment

The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to provide opportunities for students to learn more about persons who are different from them.

We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

Your Mental Health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. No matter where you are engaged in distance learning, The Ohio State University's Student Life Counseling and Consultation Service (CCS) is here to support you. If you find yourself feeling isolated, anxious or overwhelmed, [on-demand mental health resources](https://go.osu.edu/ccsondemand) (go.osu.edu/ccsondemand) are available. You can reach an on-call counselor when CCS is closed at [614- 292-5766](tel:6142925766). **24-hour emergency help** is available through the [National Suicide Prevention Lifeline website](https://suicidepreventionlifeline.org) (suicidepreventionlifeline.org) or by calling [1-800-273-8255\(TALK\)](tel:18002738255). [The Ohio State Wellness app](https://go.osu.edu/wellnessapp) (go.osu.edu/wellnessapp) is also a great resource.



Accessibility Accommodations for Students with Disabilities

Requesting Accommodations

The university strives to make all learning experiences as accessible as possible. In light of the current pandemic, students seeking to request COVID-related accommodations may do so through the university's [request process](#), managed by Student Life Disability Services. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. **SLDS contact information:** slds@osu.edu; 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue.

Disability Services Contact Information

- Phone: [614-292-3307](tel:614-292-3307)
- Website: slds.osu.edu
- Email: slds@osu.edu
- In person: [Baker Hall 098, 113 W. 12th Avenue](#)

Accessibility of Course Technology

This online course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- [CarmenCanvas accessibility](http://go.osu.edu/canvas-accessibility) (go.osu.edu/canvas-accessibility)
- Streaming audio and video
- [CarmenZoom accessibility](http://go.osu.edu/zoom-accessibility) (go.osu.edu/zoom-accessibility)
- Collaborative course tools

Student COVID-related Accommodation Process

The university is committed to supporting students and program participants with COVID-19 based risk factors. Student Life Disability Services, in conjunction with the Office of Institutional Equity, will work with students who are vulnerable to complications from COVID-19 to ensure that they have the necessary resources to participate in university life as safely as possible. Ohio State students from any campus may submit a [COVID-related accommodation request](#). Students registered with Student Life Disability Services can work directly with their [assigned Access Specialist](#) to modify their accommodations or make additional COVID-based accommodation requests.



Course Schedule

Refer to the CarmenCanvas course for up-to-date due dates.

Week	Points	Topics, Readings, Assignments, Due Dates
1	14	Law & Ethics; Blackburn & Klayman (B&K) Ch. 1; and the Written Assignment, Due Fri., 3/12 (worth 14 points).
2	14	Nature of Law & Legal Reasoning; B&K Ch.2; and the Written Assignment, Due Fri., 3/19 (worth 14 points).
3	14	U.S. Legal System; B&K Ch.3; and the Written Assignment, Due Fri., 3/26 (worth 14 points).
4	14	Law of Contractual Relations; B&K Ch. 5; and the Written Assignment, Due Mon., 4/5 (worth 14 points).
5	14	Law of Injuries (Tort Law); B&K Ch. 6; and the Written Assignment, Due Fri., 4/9 (worth 14 points).
6	14	Overview of Equal Employment Opportunity Law; B&K Ch. 8; and the Written Assignment, Due Fri., 4/16 (worth 14 points).
7	16	Special Topics in Equal Employment Opportunity Law; B&K Ch. 8; and the Written Assignment, which includes answering a comprehensive question (covers entire course), Due Mon., 4/26 (worth 16 points).

