



**Purpose:** It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

**Course Title – Business Law**

**Course Prefix and Number – BUSI 2301**

**Department – Business and Office Administration**

**Division - Technology and Business**

**Course Type: (check one)**

- Academic General Education Course (from ACGM – but not in WCJC Core)
- Academic WCJC Core Course
- WECM course (This course is a Special Topics or Unique Needs Course: Y  or N 

**Semester Credit Hours # : Lecture hours# : Lab/other hours #     3:3:0**

**Equated Pay hours for course - 3**

**Course Catalog Description – Principles of law which form the legal framework for business activity.**

**Prerequisites/Corequisites - THEA reading and writing requirements met.**

List Lab/ Other Hours
Lab Hours 0
Clinical Hours
Practicum Hours
Other (list)

**Approvals – the contents of this document have been reviewed and are found to be accurate.**

Prepared by Mary Wilson	Signature <i>Mary Wilson</i>	Date 9/09
Program Director Mary Wilson	Signature <i>Mary Wilson</i>	Date 9/09
Division Chair Stephanie Dees	Signature <i>Stephanie Dees</i>	Date 9/09
Dean of Vocational Instruction	Signature <i>Lac</i>	Date 9-24-09



**I. Topical Outline** – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non lecture instruction):

*Upon successful completion of this course, the student will be able to:*

- The student will differentiate between the various kinds of contracts.
- The student will discuss personal property, bailment, and insurance.
- The student will demonstrate an understanding of how checking, the banking system, and emoney works.
- The student will define agency.
- The student will discuss the various employment laws as related to business.
- The student will state how to organize a sole proprietorship, partnership, and corporation.
- The student will tell how property laws impact the business owner.
- The student will explain sales and lease agreements.
- The student will demonstrate knowledge of ethical behavior.

**II. Course Learning Outcomes**

Course Learning Outcome	Method of Assessment
Identify the basics of business law.	Ninety percent of students will correctly answer at least 70% of the questions on a comprehensive written exam.

**III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.**

*Business Law Today – The Essentials*, Roger Miller and Gaylord Jentz, 8<sup>th</sup> edition, 2010, ISBN 978.032.459.574.1, Cengage Publishers.

A #2 pencil for completing Scantron forms when testing

Four (4) Scantron forms for completing the tests.

**IV. Suggested Course Maximum - 35**

**V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.**

A computer or data projector for the teacher to use when presenting some material throughout the course.

**VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course**

- 65% Three Unit Exams
- 25% Assignments, pop quizzes, and class participation
- 10% Comprehensive Final Exam

### **Reading Assignments**

Ch 2 Ethics  
Ch 7, 8, 9, 10 Contracts  
Unit Test 1 (Ch 2, 7-10)  
Ch 11 Sales and leases  
Ch 12 Sales and leases part 2  
Ch 14 Negotiable Instruments  
Ch 15 Checks  
Ch 16 Creditors' Rights and Bankruptcy  
Unit Test 2 (Ch 11, 12, 14-16)  
Ch 17 Agency  
Ch 18 Employment Law  
Ch 19 Entrepreneur's Options  
Ch 20 Corporations  
Ch 23 Personal Property, Bailments, and Insurance  
Ch 24 Real Property and Environmental Law  
Unit Test 3 (Ch 17-20, 23, 24)  
Comprehensive Final Exam

### **VII. Curriculum Checklist**

- **Academic General Education Course** (from ACGM – but not in WCJC Core)  
No additional documentation needed

- **Academic WCJC Core Course**  
Attach the Core Curriculum Checklist, including the following:

- Basic Intellectual Competencies
- Perspectives
- Exemplary Educational Objectives

- **WECM Courses**  
Attach the following:

- Program SCANS Matrix
- Course SCANS Competencies Checklist