

The Legal and Ethical Environment of Business**BLB # 155****Tues. 6:30 pm – 9:20 pm****Office Hours: Tues from 5:30 pm-6:00 pm****Other times by appointment****Joshua D. Dietz****Adjunct Professor****Email: joshua.dietz@unt.edu****Phone: 817.455.3808**

Welcome to class!! We will spend the semester together, learning about both business law and ethics. In order to maximize your time in this class, please read this syllabus closely. It contains much of the information you need regarding how the class is set up, deadlines, and grading requirements.

The best way to reach me is through Canvas email or regular email at joshua.dietz@unt.edu. If you are unable to meet me during regular office hours, please email me. I make it a point to be accessible via email and we can try to schedule a different time to meet.

Attendance: You are an adult. Class attendance is your choice and responsibility. Class attendance will be recorded each class meeting, as there are times instructors are required to report your attendance. It is your responsibility to sign the roll through the Cengage App. You will be given instructions on when to sign in and you must be in the classroom for the app to reflect your attendance.

It is almost guaranteed that attendance (or lack thereof) will affect your course grade because the discussion/lecture material in class may elaborate beyond text materials and may be included in exams. In addition, your record of class attendance will be used as a factor in determining your final course grade when your numerical score is on the borderline of two letter grades. The borderline is defined as one (1) point.

Canvas: Students are required to use the class page to access handouts, tests tips, etc. Students will need Adobe Acrobat Reader to access some of the postings. A course calendar will be updated regularly to reflect the material being covered. Students are encouraged to consult the course web page before class.

Please note that email sent to my UNT email address (joshua.dietz@unt.edu) may be sent to a spam file. The best way to communicate with me via email is using the Canvas class page. Never assume that because you sent me an email I have received it. In addition, if your communication relates to a course content question, I like to use the Discussion board to expound and clarify .

Office Hours: The best way to correspond with me is via the Canvas class page. I will be checking Canvas frequently. Should your matter require a meeting, please schedule an

appointment via the Canvas class page, or email. I will also be available before class, during breaks, and after class for questions.

Academic Integrity Standards and Sanctions for Violations: According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic , forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. Academic sanctions will range from warning to a failing grade in the course.

Acceptable Student Behavior: Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classrooms, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.dewanofstudents.unt.edu/conduct.

Ultimately, everyone involved in this class should treat everyone else with respect. I will endeavor to begin on time, end on time, and use the class period productively.

Access to Information – Eagle Connect: Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward email: eagleconnect.unt.edu.

Emergency Notification & Procedures: UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a University closure, please refer to Canvas or Blackboard for contingency plans for covering course materials.

ADA Statement/Disability Accommodation: UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodations should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.udt.edu. You may also contact them by phone at 940.565.4323.

Retention of Student Records: Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas or Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about students' records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy.

Student Perceptions of Teaching Effectiveness (SPOT): Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes and UNT. The survey will be made available during weeks 13 and 14 for the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at www.spot.unt.edu or email spot@unt.edu.

Sexual Discrimination, Harassment, & Assault: UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violate and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT's Dean of Students' website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0. Renee LeClaire McNamara is UNT's Student Advocate and she can be reached through email at SurvivorAdvocate@unt.edu or by calling the Dean of Students' office at 940-565-2648. You are not alone. We are here to help.

Emergency Evacuation Procedures for Business Leadership Building:

· Severe Weather In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area in the building. If unable to safely move to the designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter in rooms 055, 070, 090, and the restrooms on the basement level or in rooms 170, 155, and restrooms 122, 182 or 183 on the first floor.

· **Bomb Threat/Fire** In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate the building using the nearest exit. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, contact one or more members of your department or unit to let them know you are safe and inform them of your whereabouts. Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders. All building occupants should immediately evacuate the building and proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24.

Course Objectives

The objectives of BLAW 3430 are:

1. To enable students to understand the basic nature, classifications, and sources of law.
2. To enable students to understand basic ethical theories, ethical standards in business, and the ethical responsibilities of business.
3. To enable students to gain a better understanding of the legal system and how it operates.
4. To enable students to learn legal terms and concepts and obtain a practical understanding of law as it relates to business transactions.
5. To enable students to improve critical thinking and communication skills.
6. To enable students to further develop abilities to make sound legal and ethical decisions particularly in the business world.

Course Materials

AD1 And MindTap: This course is a part of an inclusive access model called Access Day One (AD1) through UNT. The goal is to give you access to course materials, including MindTap and an electronic version of the text book immediately. MindTap exercises have been incorporated into Canvas and will be required for each chapter, and due dates are set up for these exercises. There are links on Canvas to walk you through the MindTap process.

Textbook: Business Law and the Regulation of Business, 13th edition, by Richard A. Mann and Barry S. Roberts with MindTap. There is information on this textbook on Canvas and instructions for accessing the e-book version and MindTap.

Handouts & Supplemental Materials: During the semester, handouts or supplemental materials may be assigned or distributed. These are intended to supplement the material in the text and to assist students in further understanding the material. If utilized, it is your responsibility to get these materials. They are not intended to be class notes or to substitute for class attendance.

Exams: Three exams will be administered during the semester as specified in the syllabus.

On occasion, we may fall behind on topics scheduled to be covered on an exam. If such occurs, only topics actually covered in class prior to the exam will appear on the exam. Exams dates may be changed only in rare cases such as unscheduled holidays due to the weather or other events deemed notable by the UNT Administration.

Exams will begin promptly at the scheduled time and class period. Students who arrive after the exam has been distributed will be allowed to take the exam; provided, however, that after a student has completed and turned in his or her exam, the exam will be considered to have been completely administered. No one arriving after that time will be allowed to take the exam and will be deemed to have missed the exam.

Make-Up Exams: In exceptional circumstances, a student who must miss an exam will be allowed to take the examination early. Exceptional circumstances are unforeseen, undocumented, unpredictable, legitimate, and out of your control. No make-up exams will be given after the class has taken the exam. Students who miss an exam, for exceptional circumstances, with instructor approval, may be allowed to have their final exam score count as the missing examination grade.

Grading Policy and Scale:

Exam Values:

Exam One	25%
Exam Two	25%
Exam Three	25%
<u>MindTap Exercises</u>	<u>25%</u>
Total	100%

Grading Scale:

A.....	90-100%
B.....	80-89%
C.....	70-79%
D.....	60-69%
F.....	0-59%

Class Lecture, Reading Assignments, MindTap Exercise Due Dates, and Exam Schedule

The following schedule reflects the approximate schedule for reading text materials. Exams will take place at the scheduled time and day, unless delayed due to weather or other extraordinary event.

Date

Subject

Week 1	Introduction to the course, instructor, and materials
Aug. 27, 2019	Read: Chapters 1 & 2

Week 2		
Sept. 2, 2019	MindTap Exercises Chapters 1 & 2	
Sept. 3, 2019	Read: Chapters 3 & 4	
Week 3		
Sept. 9, 2019	MindTap Exercises Chapters 3 & 4	
Sept. 10, 2019	Read: Chapters 5 & 7	
Week 4		
Sept. 16, 2019	MindTap Exercises Chapters 5 & 7	
Sept. 17, 2019	Read: Chapters 8 & 28	
Sept. 20, 2019	MindTap Exercises Chapters 8 & 28	
Week 5	EXAM 1	Covering Chapters 1, 2, 3, 4, 5, 7, 8, & 28
Sept. 24, 2019		6:30 pm – 9:20 pm
Week 6		
Oct. 1, 2019	Read: Chapter 9 & 10	
Week 7		
Oct. 7, 2019	MindTap Exercises Chapters 9 & 10	
Oct. 8, 2019	Read: Chapters 11 & 12	
Week 8		
Oct. 14, 2019	MindTap Exercises Chapters 11 & 12	
Oct. 15, 2019	Read: Chapters 13 & 14	
Week 9 –		
Oct. 21, 2019	MindTap Exercises Chapters 13 & 14	
Oct. 22, 2019	Read: Chapter 15 & 16	
Week 10		
Oct. 28, 2019	MindTap Exercises Chapters 15 & 16	
Oct. 29, 2019	Read: Chapter 17 & 18	
Nov. 1, 2019	MindTap Exercises Chapters 17 & 18	
Week 11	EXAM 2,	Covering Chapters 9 through 18
Nov. 5, 2019		6:30 pm – 9:20 pm
Week 12		
Nov. 12, 2019	Read: Chapter 19 & 42	
Week 13		

Nov. 18, 2019	MindTap Exercises Chapters 19 & 42
Nov. 19, 2019	Read Chapter 41
Week 14	
Nov. 25, 2019	MindTap Exercises Chapter 41
Nov. 26, 2019	NO CLASS Enjoy your Thanksgiving Break!!
Week 15	
Dec. 3, 2019	Read Chapter 46
Dec. 6, 2019	MindTap Exercises Chapter 46
Week 16	EXAM 3
Dec. 10, 2019	Final Exam, Covering Chapters 19, 41, 42, & 46 6:30 pm – 9:20 pm