

Basic Course Information

Semester:	Spring 2017	Instructor Name:	Jack Staton
Course Title & #:	Legal 120 Corporations	Email:	Jack.staton@imperial.edu
CRN #:	21101	Webpage (optional):	NONE
Classroom:	804	Office #:	NONE
Class Dates:	Feb 13 to June 9, 2017	Office Hours:	BY APPOINTMENT
Class Days:	Wednesday nights	Office Phone #:	NONE
Class Times:	6:00 to 9:10 PM	Emergency Contact:	EMAIL AS ABOVE
Units:	3		

Course Description

This course reviews the types of business formation and law office procedures for selecting and setting up the correct type of business, including sole proprietorship, partnership, LLC, and corporations. (CSU)

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Describe the forms of business, outline requirements for the formation of businesses, and list the steps and forms required for setting up a sole proprietorships, partnerships, LLCs, and corporations. (ILO1, ILO2, ILO4)
2. Compare and contrast the roles of various participants for sole proprietorships, partnerships, LLC's and corporations. (ILO1, ILO2, ILO4, ILO5)
3. Analyze limits of liability and tax consequences for each form of business. (ILO1, ILO2, ILO4)

Course Objectives

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

- Describe how the nature of a corporation differs from other business entities in organization governance;
- Explain the legal and liability advantages of corporations
- Broadly define tax consequences of incorporation

Textbooks & Other Resources or Links

Required Text: Corporate Law, 3rd Edition by Stephen M. Bainbridge, Foundation Press ISBN 978 1 60930 471 3

Course Requirements and Instructional Methods

The instructor may use lecture, classroom discussion in which each student is expected to contribute, video presentations, classroom group work and group presentations, written assignments, and case studies.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Your grade will be calculated based on 4 tests or quizzes spaced over the semester as well as a final examination. All tests/quizzes are comprehensive. Pop-quizzes may be used. The dates of the tests depend on class progress and will be communicated to the class generally 2 weeks before the test, except when a pop-quiz is given. You may drop the lowest of your test/quiz grades (but not the final exam) unless the low grade is an F you receive for cheating. Consequently, **NO MAKE-UP TEST OR QUIZ WILL BE GIVEN**. You will also be assigned homework, which must be turned in to me by the beginning of the class period at which the assignment is due. Your ultimate grade will be calculated as follows:

THREE TESTS/QUIZZES = 20% each for 60% of your total grade

HOME WORK and CLASS PARTICIPATION =10% of your total

grade FINAL EXAMINATION = 30% of your total grade.

Again, all tests/quizzes are comprehensive and will employ a multiple testing methods, including multiple choice questions, true and false questions, short essay questions, and fill-in-the blank questions.

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices **must be turned off and put away during class**, unless otherwise directed by the instructor. Students using cell phones or other devices without instructor permission will be required to leave the classroom for the duration of the class.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and

(11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **[Blackboard Support Site](#)**. The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **[Learning Services](#)**. There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **[Library Services](#)**. There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- [Student Health Center](#). A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.
- [Mental Health Counseling Services](#). Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Feb 15	Syllabus & Introduction	
Feb 22	Chapter 1	
Mar 1	Chapter 2	
Mar 8	Chapter 3 & QUIZ	
Mar 15	Chapter 4	
Mar 22	Chapter 5	
Mar 29	Chapter 6 & QUIZ	
Apr 5	Chapter 7	
Apr 12	Chapter 8	
Apr 19	SPRING BREAK – NO CLASS	
Apr 26	Chapter 9 & QUIZ	
May 3	Chapter 10	
May 10	Chapter 11	
May 17	Chapter 12 & QUIZ	
May 24	Chapter 13	
May 31	Chapter 14	
Jun 7	REQUIRED FINAL EXAMINATION	

*****Tentative, subject to change without prior notice*****