

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Outline: BUSINESS LAW I

Code No.: BUS-102-3

Program: OFFICE ADMINISTRATION - EXECUTIVE

Semester: THREE

Date: SEPTEMBER 1993

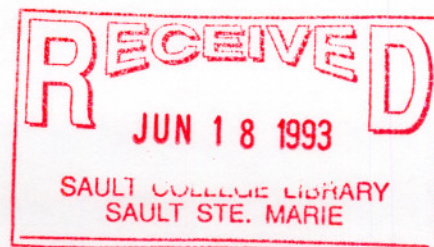
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APPROVED: *Phil Lemay*  
Dean, Business & Hospitality

June '93  
Date



BUSINESS LAW I

BUS-102-3

COURSE NAME

COURSE NUMBER

**PHILOSOPHY/GOALS:**

The purpose of this subject is to provide the student with some knowledge of the principles of law, and to develop in the student an understanding of these rules, to develop in the student the skill of recognizing legal problems, to apply the law and reason to a legal solution, and in so doing develop an understanding of and a positive attitude toward the judicial process and its complexities.

**METHOD OF ASSESSMENT (GRADING METHOD):**

Reading assignments, lectures, discussion, \*articles given in class.

\*ARTICLE - is defined as: the topic may be about a case which actually took place in the courts, or about a set of circumstances that has actually occurred, but in either situation, the information about it was reported in a NEWSPAPER MAGAZINE, or some other PUBLICATION, reference to which was made in class, or was in fact read by or to the class. However, it does not include cases or examples in the text or mentioned in explanation by the instructor or student, not in a publication. Articles will be placed on reserve in Library. Student will be responsible for their content.

And, please note the spelling of the word -- ARTICLE.

**GRADING:**

The student's grade will be determined by the administration of a maximum of eight tests all of equal value. Test will be on computer answer sheets, therefore, student should bring their student number and an "HB" pencil.

**MISS A TEST!**

If a student misses a test, it is the student's responsibility to contact the professor in the first class the student has with the professor after the test, or upon returning to the College, and make arrangements to take the test. The student, of course, must have a valid reason for not writing the test in the first instance.

If the student fails to contact the instructor within a reasonable time, the student may be refused the opportunity to take the test at a later time. If the student is to write the test, it will be either a multiple-choice type or essay-type test, at the discretion of the professor.



GRADE INTERPRETATION:

A letter grading of A+, A, B, C, I or R, will be used to indicate the achievement or value of the student's work.

A+) is 90% or better

- A) This grade means that the student has an exceptional understanding of and or ability with the portion of the subject assessed, to such an extent that he/she has a complete or near complete grasp of or ability with the material or work and thus understands more than eighty percent of the work tested.
- B) This grade means that the student has a high degree of understanding of and or ability with the portion of the subject assessed and thus understands more than seventy percent or able to perform more than seventy percent of the work tested.
- C) This grade means that the student has a basic understanding of all the elementary essentials of the portion of the subject assessed, and or able to perform all the basic elementary essentials or the work tested and thus understands more than sixty percent, or able to perform more than sixty percent of the work tested. The letter grade weight is a 2.0.
- I) In tests and assignments this grade means that the student has not successfully demonstrated a basic elementary understanding of the material assessed to achieve a "C" grade, and the results of this assessment therefore, will be weighed as a zero\* in the calculation of the final average grade of all the tests etc.
- R) This grade means that the student has not achieved a minimum of a "C" grade in the final average calculation of all his tests etc. or has demonstrated a lack of serious intention in acquiring a basic understanding of the material during the semester.

**\*NOTE: THIS MEANS THERE WILL BE NO MAKE-UP TESTS, ETC. PERCENTAGE GRADE AND LETTER GRADE WILL BOTH BE CALCULATED TO DETERMINE STUDENT'S FINAL GRADE.**

Test results will be returned to the students after grading in order to permit verification of the results.

SPELLING:

Correct spelling and grammar in all test papers and written submissions are essential to effectively communicate proof of understanding of the subject content. Any serious frequency of spelling errors, particularly of subject terminology or of grammar errors will probably reduce the receiver's or markers ability to accurately interpret the communications, and thus should be avoided, and may also therefore justify the lowering of the mark by one grade or more and even possible the granting of an "I" grade.



PUNCTUALITY

Classes will commence on time, that is, precisely on the hour; students are expected to be in class beforehand. Anyone not present as aforesaid will be refused entry. Tardiness causes interruption in the class process and is therefore, thereby prohibited. If a student foresees circumstances that may result in being late, they should be discussed with the professor.

ATTENDANCE\*

Since there is not a text for this subject, it is crucial students attend in order to obtain the information and understanding, therefore, attendance is partially indicative of having acquired the aforesaid, and so will be considered in the grading. Attendance will be kept and graded on a percentage basis which is to be incorporated in the grade calculations.

TEXTBOOK(S): none mandatory

RELATED READINGS: Any law text

TIME FRAME: three, one-hour sessions per week

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ITEM

LECTURE EMPHASIS

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1      Special Contracts

Employment: definition of employer/employee in common law, in statute, tortious liability of, vicarious liability concept, Employment contracts, form, termination notices at common law.

**TEST** - Possible test after "Vicarious Liability" at option of students

Statutes affecting employer employee rights & duties, British North America Act, Canada Labour Code, (a comparison study only) Employment Standards Act, its contents, garnishments, wage priority, minimums, conflicts, wage protection, hours of work, overtime, holidays, vacations, equal pay, benefit plans, termination of notice, offences, penalties, where to complain, possible results, and the Occupational Health & Safety Act, Ontario Labour Relations Act, Education Act, Smoking in the Workplace Act, The Retail Business Holidays Act

**TEST**

Ontario Human Rights Code, discrimination generally signs notices, public accommodations, housing, employment, hiring, advertising, promoting, firing, unions, application forms, exceptions opinion, special organizations, offences, penalties, where to complain, results. Charter of Rights, Section 15 (April 1985) Ontario Occupational Health & Safety Act.

**TEST**

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Time Permitting.....

2      Torts

Definition, distinction between civil & criminal. Kinds of torts, assault, battery, false imprisonment, occupier's liability

**TEST**

Negligence, exceptions, defences, misrepresentations, The Family Law Reform Act, Petty Trespass Act, Canadian Criminal Code. Articles.

**TEST**

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