

**LGLA 2133 – Business Organizations
Course Syllabus**

PROFESSOR: Kim Dayton
OFFICE: LC120C
TELEPHONE: Office (806) 716-4662; Cell (806) 438-2277
OFFICE HOURS: As posted.
E-MAIL: khayes@southplainscollege.edu
CLASS TIME: N/A
CLASSROOM: Blackboard (Online)

COURSE DESCRIPTION:

This course presents basic concepts of business organizations, with emphasis on the paralegal's role. Topics include law of agency, sole proprietorship, forms of partnerships, corporations, and other emerging business entities.

COURSE OBJECTIVES: Students successfully completing this course will understand the role of the paralegal in the establishment and operation of various forms of business entities and organizations; be familiar with business organizational concepts, principles, and terminology; be familiar with applicable rules and laws governing business organizations; and be familiar with documents routinely used in establishing and operating various forms of business organizations.

REQUIRED TEXTBOOK:

Business Organizations for Paralegals (8th ed.); Author: Bouchoux, Deborah; Publisher: Wolters Kluwer; ISBN: 978-1-4548-9624-1.

GRADING: One final comprehensive examination will be given at the end of the semester. The final examination will count 50% of the final grade. No make-up examination will be given. Weekly assignments (number to be determined by the instructor) will count 50% of the final grade. All assignments must be submitted through Blackboard by the due date and time. Assignments will not be accepted by email under any circumstances. Late assignments will not be accepted without prior approval (before the due date) from the instructor. Grade equivalents: 90 to 100% = A; 80 to 89% = B; 70 to 79% = C; 60 to 69% = D; Below 60% = F

NOTICE TO STUDENTS: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

ADA STATEMENT: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the

Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at the Lubbock Center, the Levelland Student Health & Wellness Center 806-716-2577, Reese Center Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

CONCEALED CAMPUS CARRY: Campus Concealed Carry Statement-Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at <https://www.southplainscollege.edu/campuscarry.php>

SCANS Competencies: C1, C5, C6, C7, C8, C9, C10, C11, C12, C13, C14 C15, C18, C19

Foundation Skills: F1, F2, F5, F6, F7, F8, F9, F11, F12, F13, F14, F15, F16, F17