

FLORIDA ATLANTIC UNIVERSITY™

UGPC APPROVAL _____
 UFS APPROVAL _____
 SCNS SUBMITTAL _____
 CONFIRMED _____
 BANNER POSTED _____
 CATALOG _____

Graduate Programs—NEW COURSE PROPOSAL

DEPARTMENT: SCHOOL OF ACCOUNTING

COLLEGE: BUSINESS

RECOMMENDED COURSE IDENTIFICATION:

PREFIX ___ BUL _____ COURSE NUMBER ___ 6644 _____ LAB CODE (L or C) _____

(TO OBTAIN A COURSE NUMBER, CONTACT RPOLANSK@FAU.EDU)

COMPLETE COURSE TITLE: **ADVANCED ADMINISTRATIVE LAW**

EFFECTIVE DATE

(first term course will be offered)

__SUMMER 2013__

CREDITS: 3

TEXTBOOK INFORMATION:

Hall, Daniel E., (2012) Administrative Law Bureaucracy in a Democracy, Fifth Edition
 Pearson Education, Inc., publishing as Prentice Hall, ISBN: 10-0-13-510949-3.

GRADING (SELECT ONLY ONE GRADING OPTION): REGULAR SATISFACTORY/UNSATISFACTORY _____

COURSE DESCRIPTION, NO MORE THAN 3 LINES:

Advanced study of regulatory law as it applies to business. This course consists of a survey and analysis of the law concerning the rule-making and adjudicatory powers and procedures of administrative agencies, including the power they have to create and enforce rules. It includes a study of the effect such rules have on the businesses.

PREREQUISITES *:

COREQUISITES*: NONE

REGISTRATION CONTROLS (MAJOR, COLLEGE, LEVEL)*:

NONE

* PREREQUISITES, COREQUISITES AND REGISTRATION CONTROLS WILL BE ENFORCED FOR ALL COURSE SECTIONS.

MINIMUM QUALIFICATIONS NEEDED TO TEACH THIS COURSE: J.D.

Faculty contact, email and complete phone number:

MARIA ELENA ELLISON
 mellison@fau.edu, (561) 297-2060

Departments and/or colleges that might be affected by the new course must be consulted and listed here. Please attach comments from each.

Approved by:

Department Chair: 

College Curriculum Chair: 

College Dean: 

UGPC Chair: _____

Graduate College Dean: _____

Date:

10/12/12

10/16/12

10.18.12

ATTACHMENT CHECKLIST

*Syllabus (see guidelines for requirements:
<http://www.fau.edu/graduate/facultyandstaff/programscommittee/index.php>)

*Written consent from all departments affected by new course

Email this form and syllabus to UGPC@fau.edu one week before the University Graduate Programs Committee meeting so that materials may be viewed on the UGPC website prior to the meeting.

Susan Dobson

From: Kimberly Dunn
Sent: Sunday, October 14, 2012 9:27 AM
To: Susan Dobson
Subject: FW: Administrative Law *BUL 6644*
Categories: Blue Category

Susan,

Approval for Administrative Law from Political Science follows. Please include with the submission.


Best regards,

Kim

Kimberly A. Dunn, Ph.D.
Director & Associate Professor
School of Accounting
Florida Atlantic University
777 Glades Road
Boca Raton, FL 33431
Office: 561.297.3636
Fax: 561.297.7023
kdunn@fau.edu

From: Aimee Arias
Sent: Friday, October 12, 2012 10:18 AM
To: Kimberly Dunn
Subject: RE: Administrative Law

Dear Kim,

 The Department of Political Science has no objections to these courses.

Best,
Aimee

Aimee Kanner Arias, Ph.D.
Associate Professor and Chair
Department of Political Science
Florida Atlantic University
777 Glades Road, SO 392A
Boca Raton, FL 33431
Phone: 561.297.3211
E-mail: akanner2@fau.edu

From: Kimberly Dunn
Sent: Monday, October 08, 2012 10:02 AM
To: Aimee Arias
Subject: Administrative Law

Dr. Arias,

BUL 6644

The School of Accounting has proposed a new course, Administrative Law (see attached syllabi). The course will be taught at both the graduate and undergraduate levels. The College of Business Curriculum Committee asked me to forward the syllabi to you for review and consideration. If you do not have objections to these courses being taught in the College of Business, would you please provide me with a statement indicating that you have no objections? If you offer or plan to offer a similar course, please advise.

Thank you in advance for your assistance. Please contact me by email or phone 7-3638 if you would like to discuss further.

Best regards,

Kim

Kimberly A. Dunn, Ph.D.
Director & Associate Professor
School of Accounting
Florida Atlantic University
777 Glades Road
Boca Raton, FL 33431
Office: 561.297.3636
Fax: 561.297.7023
kdunn@fau.edu

"People don't care how much you know until they know how much you care." Theodore Roosevelt



Florida Atlantic University
COLLEGE OF BUSINESS

BUL 6644 (3 credits)

CRN xxxxx

Advanced Administrative Law

SUMMER 2013

Class Location & Meeting Time(s)

Professor Information

Name

Office Address

e-mail address

Phone Number

Office Hours

Provide information on office hours and location.

Required Text and Materials

Hall, Daniel E., (2012) Administrative Law Bureaucracy in a Democracy, Fifth Edition
Pearson Education, Inc., publishing as Prentice Hall
ISBN: 10-0-13-510949-3

Course Description

Advanced study of regulatory law as it applies to business. This course consists of a survey and analysis of the law concerning the rule-making and adjudicatory powers and procedures of administrative agencies, including the power they have to create and enforce rules. It includes a study of the effect such rules have on the businesses.

Course Prerequisites and Credit Hours

3 credits

Supplemental Course Description

Read the assigned material before class. Material in chapters is reflected below. Approximately two class periods (possibly more) per assigned chapter will be spent on most chapters. The legal areas covered by this course are Source and Purpose of Administrative Law, Creation of Agencies, Powers of Agencies, Agency Rules, Rulemaking, and Investigations, formal actions brought by Agencies, Reviewability of Agency actions, Access to Agencies and Agency Records and Agency Liability.



Course Learning Objectives

- Learn to recognize the importance agencies play in the success of businesses.
- Develop knowledge and understanding of the nature and inner workings of agencies, as well as their powers.
- Develop knowledge and understanding of the purposes of administrative law.
- Demonstrate knowledge and understanding of the purpose for administrative agencies, as well as their powers to create rules, conduct investigations and initiate formal actions.
- Demonstrate knowledge and understanding of the reviewability and liability of agencies, as well as methods of access to agencies.

Course Resources

The course website is <http://blackboard.fau.edu>. Announcements and other information you need for the course will be posted there. IT IS YOUR RESPONSIBILITY TO CHECK THE WEBSITE FREQUENTLY FOR CHANGES IN ASSIGNMENTS AND FOR ANNOUNCEMENTS.

Grading Scale

A= 225-250
B+= 211-224
B= 200-210
C+= 186-199
C= 175-185
D+= 161-174
D= 150-160
F=149 or lower

Note: Although a final grade in "D" range is a passing grade, students in the College of Business who do not achieve a grade of "C" or better are required to repeat the course.

Course Evaluation Method

There are a maximum of 250 points available towards the grade earned. There will be four quizzes. Each quiz will be worth up to 40 points for a maximum of 160 for 4 quizzes. Testing will consist of combination of multiple choice, true-false, essay, and/or short answer questions. The chapters covered on the quizzes are reflected in the syllabus calendar.

Two points for each class attended in which the chapter outline is turned in at the end of class, as well as any in-class assignment(s). There are 25 class periods, excluding quiz dates and



holidays, which gives a maximum of 50 points for class attendance and participation. Unannounced class assignments will be given regularly.

One 20-page paper will be due at the start of class on [DATE] regarding a specific agency which will be assigned on [DATE]. Forty points are available for the completion of the research paper due on [DATE].

Research paper - Agency analysis

- Up to 10 points - history of creation of particular agency
- Up to 10 points - manner in which particular agency operates, including creation and implementation of rules and initiation of investigations and formal actions
- Up to 10 points - two or more examples of actions by the particular agency, whether creation of rules, initiation of investigations, conduct of formal actions or other actions of the agency
- Up to 10 points - personal evaluation of whether this particular agency is meeting the need it was created to fill and whether you believe it will continue on the same path, as well as any personal ideas on how the agency may improve to better attain its purpose.

Additional Course Policies

Missing Exams

No make-up tests. Exception to the rule: In dire circumstances at the instructor's discretion and ONLY if student has contacted the instructor PRIOR TO THE EXAM.

Late Assignments

Late assignments will not be accepted unless prior written approval is granted by the course instructor.

Attendance Policy

Attendance is required.

NOTE: YOU ARE REQUIRED TO PROVIDE GREEN SCANTRON SHEETS FOR EACH QUIZ AS WELL AS PEN AND PAPER FOR EACH CLASS.

Anti-plagiarism Software

Written components of any assignment or project may be submitted to anti-plagiarism software to evaluate the originality of the work. Any students found to be submitting work that is not their own will be deemed in violation of the University's honor code discussed above.



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Course Outline

CHAPTER	TOPIC	ASSIGNMENT
1	Introduction	Discuss 1.1 through 1.2
		Discuss 1.3 through 1.4, turn in outline of chapter
2	Bureaucracy and Democracy	Discuss 2.1
		Discuss 2.3, turn in outline of chapter
3	Agency Discretion	Discuss 3.1-3.4(c)
		Discuss 3.4(d) – 3.5
QUIZ	Chapters 1 through 3	Turn in outline of chapter
4	The Requirement of Fairness	Discuss 4.1 -4.5(d)
		Discuss 4.6 – 4.7
		Discuss 5.1 – 5.3
		Discuss 5.4 – 5.8
6	Agency Rulemaking	Discuss 6.1 – 6.5(d)
		Discuss 6.5(e) – 6.9
QUIZ	Chapters 4 through 6	Turn in outline of chapter
7	Agency Investigations and Information Collection	Discuss 7.1 – 7.3
		Discuss 7.4 – 7.7
8	Formal Adjudications	Discuss 8.1 – 8.7(a)
		Discuss 8.7(b) – 8.9
9	Accountability through Reviewability	Discuss 9.1 – 9.4 (20-page paper due)
		Discuss 9.5 – 9.9
QUIZ	Chapters 7 through 9	Turn in outline of paper
10	Accountability through Accessibility	Discuss 10.1 – 10.2
		Discuss 10.3 – 10.8
11	Accountability through Liability	Discuss 11.1 – 11.4(c)
		Discuss 11.4(d) – 11.11
APPENDIX D	Researching Administrative Law Issues	Discuss Appendix D
REVIEW FOR FINAL EXAM		
FINAL EXAM	Chapters 10 though Appendix D	



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Selected University and College Policies

Code of Academic Integrity Policy Statement

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see University Regulation 4.001.

Disability Policy Statement

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodation due to a disability to properly execute coursework must register with the Office for Students with Disabilities (OSD) – in Boca Raton, SU 133, (561) 297-3880; in Davie, MOD 1, (954) 236-1222; in Jupiter, SR 117, (561) 799-8585; or, at the Treasure Coast, CO 128, (772) 873-3305 – and follow all OSD procedures.

Religious Accommodation Policy Statement

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices **and beliefs with regard to admissions, registration, class attendance and the scheduling of examinations and work assignments.** For further information, please see Academic Policies and Regulations.

University Approved Absence Policy Statement

In accordance with rules of the Florida Atlantic University, students have the right to reasonable accommodations to participate in University approved activities, including athletic or scholastics teams, musical and theatrical performances and debate activities. It is the student's responsibility to notify the course instructor at least one week prior to missing any course assignment.

College of Business Minimum Grade Policy Statement

The minimum grade for College of Business requirements is a "C". This includes all courses that are a part of the pre-business foundation, business core, and major program. In addition, courses that are used to satisfy the university's Writing Across the Curriculum and Gordon Rule math requirements also have a minimum grade requirement of a "C". Course syllabi give individualized information about grading as it pertains to the individual classes.



Incomplete Grade Policy Statement

A student who is passing a course, but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete ("I"). The assignment of the "I" grade is at the discretion of the instructor, but is allowed only if the student is passing the course.

The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required to satisfy an incomplete ("I") grade must be completed within a period of time not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing ("F") grade.

Withdrawals

Any student who decides to drop is responsible for completing the proper paper work required to withdraw from the course.

Grade Appeal Process

A student may request a review of the final course grade when s/he believes that one of the following conditions apply:

- There was a computational or recording error in the grading.
- Non-academic criteria were applied in the grading process.
- There was a gross violation of the instructor's own grading system.

The procedures for a grade appeal may be found in Chapter 4.002 of the University Regulations.

Disruptive Behavior Policy Statement

Disruptive behavior is defined in the FAU Student Code of Conduct as "... activities which interfere with the educational mission within classroom." Students who behave in the classroom such that the educational experiences of other students and/or the instructor's course objectives are disrupted are subject to disciplinary action. Such behavior impedes students' ability to learn or an instructor's ability to teach. Disruptive behavior may include, but is not limited to: non-approved use of electronic devices (including cellular telephones); cursing or shouting at others in such a way as to be disruptive; or, other violations of an instructor's expectations for classroom conduct.



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Faculty Rights and Responsibilities

Florida Atlantic University respects the right of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions which do not impede their exercise. To ensure these rights, faculty members have the prerogative:

- To establish and implement academic standards
- To establish and enforce reasonable behavior standards in each class
- To refer disciplinary action to those students whose behavior may be judged to be disruptive under the Student Code of Conduct.

