



**SAM HOUSTON STATE UNIVERSITY  
COLLEGE OF BUSINESS ADMINISTRATION  
DEPARTMENT OF GENERAL BUSINESS AND FINANCE  
COURSE SYLLABUS  
BUAD 4340 INTERNATIONAL BUSINESS LAW**

This course covers the legal environment of international trade. “International Business” as used in this course can be defined as: the laws related to creation and enforcement of common business transactions such as selling, contracting, agreements to pay, investment abroad, marketing strategies, and enforcement. 3 credit hours.

**Fall 2017: BUAD 4340.01 (CRN 82215), MoWe 11:00am-12:20pm, SHB 308**

**Prerequisites:** Jr., Sr., or Graduate Standing (BUAD 2301 and 3355 are **HIGHLY recommended**)

**Professor:** Robert (Chip) Matthews, J.D./C.P.A.

**Phone:** (936) 294-4632

**Email address:** [rbm003@shsu.edu](mailto:rbm003@shsu.edu)

**Office:** SHB 200 F

**Office Hours:** MoWe 10-11 am and MoTuWeTh 12:30-3 pm. In addition, I am available to meet with you by appointment if the posted office hours are not convenient for you. Please contact me so that we can schedule a mutually convenient time to meet.

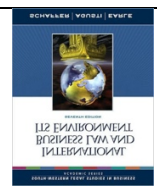
**COMMUNICATION WITH THE PROFESSOR:**

The most efficient and convenient means to ask questions or schedule an appointment is via email to SHSU address. However, I also check my voicemail and if you call, I will call you back as soon as possible. Please just remember to leave me your return phone number.

I will communicate with you in class, via email, and via BlackBoard. You are responsible for knowing any and all information disseminated by any of those methods. Any information emailed to you or posted on BlackBoard will be considered as delivered as of the time that it is emailed or posted.

**REQUIRED TEXTS**

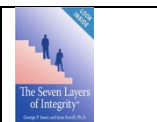
Schaffer, Earle and Agusti, International Business Law and Its Environment, West Publishing Company, **Seventh Edition**.  
ISBN-10: 0324649673  
ISBN-13: 9780324649673  
You may use a newer edition, but the 7<sup>th</sup> edition is cheaper and fits our needs.



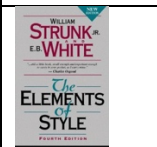
**SUPPLEMENTAL READING**

These are recommended, but not required.

Jones and Ferrill (2006), *The Seven Layers of Integrity*, Bloomington, IN, USA: Author House.  
ISBN-10: 1420866842  
ISBN-13: 978-1420866841



Strunk, White, and Angell, *The Elements of Style (any edition)*, Boston, MA, USA: Pearson.  
ISBN-10: 020530902X  
ISBN-13: 978-0205309023



Stowe, *Legal Environment Survival Handbook*, included on BlackBoard.

Students should be familiar with the *Wall Street Journal* or *Financial Times*, *Fortune* or *Business Week* or *Forbes*, and *Time* or *Newsweek* or *The Economist*.

**CAVEAT**

*The professor reserves the right to waive any of the policies and procedures in this syllabus in isolated cases, for what he believes to be good reason, based upon specific facts and circumstances. Waiver of a particular policy or procedure in one case does NOT mean or imply either:*

- *That other policies and procedures will be waived; or*
- *That the same policy or procedure will be waived in any other case or cases.*

**COURSE OBJECTIVES:**

At the end of the course the student will be able to:

- Demonstrate factual knowledge of conducting international business transactions.
- Develop the analytical thinking process through the application of legal concepts in the resolution of disputes in international trade.
- Have the ability to research current law, rules and regulations related to specific disputes.
- Consider ethical dilemmas regarding trade with nations observing standards of labor law and environmental laws different from those of the United States.

**TOPICS COVERED:**

Regulation of International Disputes

Negotiation Strategy

CISG – International Commercial Transactions

International and US Trade Law

International Financial Transactions

Commercial Storage and Transportation Law

International Marketing Law

Measurements of Risk

NAFTA

Ethical Considerations in International Trade

**Detailed preliminary class schedule is included as Attachment 1.**

**GRADING POLICY:**

Minimum points required for each grade will be:		Grading will be based on the following:	
A	Lower of 89.5%, or class mean plus 10%	Four (4) exams	40%
B	Lower of 79.5%, or class mean	Participation/quizzes	25%
C	Lower of 69.5%, or class mean minus 10%	Two (2) projects	35%
D	59.5%	TOTAL	100%
F	Below 59.5%		

Further information about each of these components is as follows:

- EXAMS (40%) – 4 exams total (1/4 term, midterm, 3/4 term, final); points based on average of highest three exam scores; if you miss an exam, makeups are allowed only if you missed it because of a university sponsored function (varsity game, student organization convention, university representative at other events) or religious holiday; otherwise, that is the exam you drop. First 3 exams are open book; no notes, but you can use an aide memoire consisting of one sheet of paper (maximum size 8-1/2 x 11 inches) with notes written in hand (not computer printout) on either or both sides. Final is closed book, closed notes, no aide memoire, and comprehensive.
  - **If you miss more than one exam, you will receive an F in the course.**
  - **If you arrive LATE for an exam: If you arrive after the first person has handed in their exam you will NOT be allowed to take the exam.**
  - **For exam purposes you are responsible for all material in the text as well as all material discussed in class.**
- PARTICIPATION (25%) – Quizzes, case recitals, and class discussion. 1) The first 5 minutes of class will be used not for a short quiz to review the previous class lesson. Quizzes cannot be made up. 2) Each chapter contains 2 to 4 summaries of actual cases. These cases will be taught using

the Socratic method of recitation, similar to law school. You will be assigned one case to recite in class, alphabetically. Additional cases may be recited for additional credit. This is done to a) prepare those of you who may go to law school for the method of instruction used there, and b) give those who do not go to law school an understanding of how lawyers are educated in order for you to be good clients. You will be expected to brief the case in advance (using the FIRE, “Facts – Issues – Resolution – Explanation,” method that will be taught in class) and you will be evaluated based on your preparation and participation. 3) If you are absent, your participation score will be zero for that date. NOTE REGARDING SCHEDULING: If we cover Chapter 12 in class today, then the next class period we will have a quiz on Chapter 12 and assigned students will recite cases from Chapter 12.

- **PROJECTS/MEMOS (35%)** – You will be assigned a team project to prepare a memo discussing a proposed overseas expansion of a US business during the semesters. You will prepare a first draft (15% of grade) and final memo (20% of grade). This project involves application of principles taught in class. Team projects will be given a base grade and individual team member scores may be adjusted up or down from the base, based upon input from team members and my review of BlackBoard team work spaces.
  - **Project memo topics and due dates will be discussed in class.**
  - **Late memos will be penalized 20 points the first day and 10 points each following day. Memos will not be accepted more than three days late.**
- **STUDENTS TAKING FOR HONORS COLLEGE CREDIT** – For honors college credit, submit an argumentative research paper on a current international legal issue. Take a current international legal issue (Should the US withdraw from NAFTA? What should the US do about North Korea?) and write a paper advocating one side or the other. Prepare as if you are submitting a legal brief on the issue. Paper must be 8-10 pages in length, including footnotes and references, double spaced, 11 or 12-point font and 1 inch margins, and will require you to cite at least 10 outside sources, including at least 3 news articles, at least 3 statutes, and at least 3 court decisions. Your paper must 1) thoroughly document the issue, including various options, 2) include the minimum number of references with proper citation both within the paper text and in an ending listing of references, 3) discuss various arguments in favor or opposed to each option, and 4) state your own conclusion and justify it.
- **EXTRA CREDIT:** In addition to the stated Attendance Policy and in an effort to encourage you to attend class, the following incentive has been adopted to encourage consistent attendance. Please note that this is extra credit and you must attend the entire class in order to receive this extra credit. If you are absent for any reason other than an official university event or a religious holiday, you will not be able to obtain the reward for perfect attendance.

Perfect Attendance:

I will add 5 points to your point total.

Only 1 absence:

I will add 2.5 points to your point total.

- If you feel like you are having trouble in the class contact me ASAP and we will discuss additional extra credit.

#### **CAVEAT**

*The professor reserves the right to waive any of the policies and procedures in this syllabus in isolated cases, for what he believes to be good reason, based upon specific facts and circumstances. Waiver of a particular policy or procedure in one case does NOT mean or imply either:*

- *That other policies and procedures will be waived; or*
- *That the same policy or procedure will be waived in any other case or cases*

### **RELIGIOUS HOLY DAYS/OFFICIAL FUNCTION POLICY**

Students who are absent from class for observance of a religious holy day or for participation in an official Sam Houston State event (such as a schedule game/travel for a university sports team or attendance at conference or other event as a member of a university student organization) will be allowed to take an examination or complete an assignment scheduled for that day within one (1) week of returning to class. The student, not later than the 15th calendar day after the first day of the semester must notify the instructor of each scheduled class day that he/she would be absent for a religious holy day.

### **HANDICAPPED STUDENT POLICY**

It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic, Student Life program or activity. Handicapped students may request academic assistance when needed from a Committee for Continuing Academic Assistance for Disabled Students by visiting the Lee Drain Building Annex, or by calling visiting [www.shsu.edu/syllabus](http://www.shsu.edu/syllabus).

### **ATTENDANCE POLICY:**

Attendance in this class is expected as is stated in the Sam Houston State University catalog. **Absences in excess of eight (8) hours will result in a failure. In this class that 8 hours is equivalent to 6 class absences.** If you miss more than 6 classes you will fail this course regardless of the reason. Also, those who miss a substantial number of classes will penalize themselves by missing material that will be discussed in class that may not appear in the text, and over which the class will be tested.

I will take attendance of the class via a roll sheet. If you are not in your assigned seat when attendance is taken, you are considered “late” for that period. In addition, we will have quizzes over material covered in prior classes at the beginning of class periods. These will count 10 points each and will be part of your participation score. In this class you are encouraged to attend every class even if you are late. Please do not hesitate to come to class. You will be penalized for arriving to class late (3 “lates” will result in one (1) absence), but you will still have access to all testable information.

**This system is automatic. No “permission” is given to miss a class – this system permits a reasonable number of absences for sickness, etc. The only excused absences are for religious holidays or attendance at official university functions (games and competitions for university teams, conferences or university organizations). Other than for those purposes, it is not necessary to inform me if you plan or cannot attend class on a given day. However, if you need to leave class early please inform me prior to class.**

### **CLASS RULES AND POLICIES**

You can find a more detailed description of university policies in the current SHSU catalog. In order to facilitate a positive classroom environment, please observe the following:

- Class will start promptly at the assigned time.
- Do not cause disruptions in class or you will be asked to leave.
- This is a professional environment, but I will allow you to wear hats in class as long as there are no problems. You will have to remove them for exams.
- University regulations prohibit smoking, food or drink in the classroom.
- Class will start promptly at the assigned time.

If you have concerns about this class, please come by to talk with me first. If you are not satisfied with our discussion, then I will gladly go with you to the next level of administration.

### **BASIC GUIDANCE**

*You should care enough about yourself to do what you need to do to make the best grade possible in this course; if you don't, then the least you can do is to care enough about your classmates not to interfere with their opportunity to do so.*

The following topics will be handled in accordance with the indicated policy numbers in the Student Policy Manual, which are incorporated herein by reference:

<b>Policy Title</b>	<b>Policy Number</b>	<b>Year</b>
<b>Revised</b>		
Academic Grievance Procedures for Students	<a href="#"><u>900823</u></a>	2006
Admission Standards for Undergraduate Students	<a href="#"><u>840502</u></a>	2015
Class Attendance	<a href="#"><u>800401</u></a>	2015
Students with Disabilities/Challenges	<a href="#"><u>811006</u></a>	2014
Enrollment and Facilities Use Policy	<a href="#"><u>030603</u></a>	Orig
Graduating with Honors	<a href="#"><u>030325</u></a>	Orig
Posthumous Recognition of Students	<a href="#"><u>830824</u></a>	2005
Academic Honesty and Procedures in Cases of Academic Dishonesty	<a href="#"><u>810213</u></a>	2006
Reproducing Hard Copy Student Records from Computer Data Bank	<a href="#"><u>830823</u></a>	2005
Religious Holy Days and Student Absences on Such Days	<a href="#"><u>861001</u></a>	2004
Student Educational Records	<a href="#"><u>810806</u></a>	2008
Student Resignations	<a href="#"><u>990407</u></a>	2007

### **NOTES**

*My 30 years of experience in the business community has led me to believe that universities do a poor job of preparing students for the "real world" in the following areas:*

- *Working together with others in a group*
- *Verbal expression and presentations*
- *Written expression*
- *Thinking outside the box*
- *Understanding and applying ethics*

*This course is specifically and intentionally designed to address each of those areas.*

### COURSE EXPECTATIONS

The table below clarifies the minimum responsibilities of, respectively, students and the instructor in this class. Failure by students to meet with these responsibilities will diminish their educational experience, performance, and/or course grade.

STUDENT RESPONSIBILITIES	FACULTY RESPONSIBILITIES
1. Responsible for his/her own educational achievement.	1. Responsible for facilitating a classroom learning environment in which all students have an opportunity to achieve the course learning outcomes.
2. Attending all class sessions fully prepared to participate in discussions and/or activities scheduled for the period, including reviewing all assigned readings, completing class preparation assignments, assigned homework, and/or other preparatory tasks assigned.	2. Ensuring that class preparation assignments, homework, etc., are relevant to the planned topic for the class and overall course objectives, and for communicating relevance to students if questioned.
3. Asking relevant questions about course concepts about which they are uncertain, and if such questions cannot be dealt with during the regular class period, for arranging to meet with the instructor during office hours.	3. Responding appropriately and professionally to student inquiries about course concepts, and – if required – agreeing to consult privately with students during office hours.
4. Bringing to the instructor's attention, as soon as possible, any special learning needs of which the instructor should be cognizant in order to properly perform his/ her professional responsibilities. Students requiring special ADA accommodations, are responsible for contacting appropriate persons to discuss needs.	4. Complying with all applicable laws, regulations and SHSU policies with regard to students with academic learning challenges, and taking reasonable steps to assist or counsel students in general regarding means of maximizing their educational achievement in the class.
5. Understanding the performance standards established for the course, and for accepting that such standards will be applied equally to all students in the interest of professional fairness and equity.	5. Measuring student outcome achievement against performance standards appropriate to the level of the course, and for communicating these standards and expectations to students.
6. Complying with SHSU policies regarding academic integrity, and for accepting the consequences of violations thereof.	6. Discussing the SHSU policy regarding academic honesty, cheating, and/or plagiarism, making clear to students the reasons for the policy, and discussing standardized protocols for attribution, through citations and references, of the work of others.

## **YOUR PROFESSOR**

Robert (Chip) Matthews is licensed in Texas as both an attorney and a CPA. He received B.A. (Mathematics/Economics) and Master of Accounting degrees from Rice University, Houston, Texas, and a J.D. from the University of Houston Law Center, Houston, Texas. He began his professional career with a major international public accounting and consulting firm, where he became a senior auditor. Subsequently, he has been senior analyst in utility and municipal finance with an engineering and construction management firm, manager of plans and budgets with a multi-national manufacturing company, consulting senior manager with a major international public accounting and consulting firm, and sole practitioner with his own accounting and law firms. He has most recently been vice-president and shareholder in the largest privately-held consulting firm in the areas of accounting, finance, and information technology the United States, where his primary client service areas included merger and acquisition due diligence and assistance, regulatory and environmental law and accounting, utility and municipal finance, bankruptcy and turn-around advisory services, tax and business planning, commercial arbitration, and corporate governance. His clients have primarily been in the energy, public utility, government, healthcare, financial institutions, real estate, and construction industries. He has taught accounting, law, and business administration at the university level. He is a retired Commander, U.S. Naval Reserve, and his leisure interests include sports, travel, and music.

Please complete and turn in the student information and acknowledgement form (Attachment 2).

### Attachment 1 – Tentative and Preliminary Class Schedule

**Warning:** This schedule is tentative and changes can be expected. Changes will be announced verbally in class and may also be announced by e-mail and on BlackBoard.

Class	Date	Chapter- International Law	Notes
1	8/23	Announcements/Review Syllabus/ Discussion on Memos	
2	8/28	Chapter 1 – Introduction	
3	8/30	Chapter 2 - International Law	
4	9/4	Labor Day Holiday	
5	9/6	Chapter 3 – Dispute Resolution	
6	9/11	Chapter 4 – Sales Contracts	
7	9/13	Chapter 5 – Documentation/Terms	
8	9/18	Review/Catch-up	Exam review
9	9/20		Exam 1 – ¼ Term (Chapters 1-5)
10	9/25	Chapter 6 – Carriage of Goods	Memo topics due
11	9/27	Chapter 7 – Collections/Finance	
12	10/2	Chapter 8 – National Laws	
13	10/4	Chapter 9 – GATT/WTO	
14	10/9	Chapter 10 – Access to Foreign Markets	
15	10/11	Review/Catch-up	Exam review
16	10/16		Exam 2 – Midterm (Chapters 6-10)
17	10/18	Chapter 11 – Regulating Imports	
18	10/23	Chapter 12 – Customs/Tariffs	
19	10/25	Chapter 13 – Regulating Exports	Memo/Project 1 Due
20	10/30	Chapter 14 – NAFTA	
21	11/1	Chapter 15 – EU/Regional Trade Areas	
22	11/6	Review/Catch-up	Exam review
23	11/8		Exam 3 – ¾ Term (Chapters 11-15)
24	11/13	Chapter 16/17	
25	11/15	Chapter 18/19	
26	11/20	Review/Catch-up	Memo/Project 2 Due
27	11/22 -11/24	Thanksgiving Holiday	
28	11/27	Chapter 20 – Labor/Employment Discrimination	
29	11/29	Chapter 21/22	
30	TBD	Final Exam	Comprehensive



## Attachment 2 – Student Acknowledgement and Information Sheet

The following information is requested by your professor to assist in the proper administration of this class. Answering the questionnaire is voluntary. Signing the acknowledgement is mandatory. In the following, “you” and other second person pronouns refer to the student, “I” and other first-person pronouns refer to the professor.

Your name per University records	
You prefer to be called (indicate pronunciation fo-NET-ik-lee).	
Your contact telephone number	
During this semester, you are living	___ in the Huntsville area, or ___ approximately ___ miles away
Your secondary email address	
Your emergency contact	Name _____ Telephone and area code _____
Your major/minor	
# of hours of academic work you have completed before this semester	
# of hours that you work per week	
What you want to get out of this course	
Please indicate any special needs or concerns	

You have been provided a copy of syllabus for Dr. Matthews’s BUAD 4340 class, you have read it and understand it, and you agree to abide by its provisions, including but not limited to the following:

1. Excessive absences will result in failure
2. Grades will be assigned in accordance with the grading policy
3. Class rules and policies will be followed.
4. Any and all information received from Dr. Matthews, including personal examples or questions, is given only to further instructional purposes, and does not constitute legal advice and should not be construed as or relied upon as legal advice.

Your signature below evidences your agreement with the above:

\_\_\_\_\_  
Signed Date

BUAD4340\_Syllabus  
Revised: 8/22/17