APEC 1101- Principals of Microeconomics
Fall 2010 Syllabus
This is a University of Minnesota course offered through College in the Schools

Teacher:
Contact information:
Office hours:
Day/time/location of class:
Credits: 3 U of M semester credits
University of MN department: Applied Economics

DESCRIPTION, EXPECTATIONS & POLICIES

DESCRIPTION:
CIS Economics is a RIGOROUS UMN 3 college credit economics class (APEC 1101). Students will earn normal .75 credit/quarter HS credit. Economics is a social science seeking to understand society by studying choices under conditions of scarcity. Microeconomics concerns itself with the individual parts of the economy such as households and business firms. It looks at the choices they make, and how they interact when they come together to trade goods and services.

Concepts included in this course include: scarcity and choice; opportunity costs and trade offs; economic systems; markets and prices; supply and demand; productivity; efficiency; marginal analysis; competition and market structure; market failures; role of government; income distribution; public goods; externalities; and the social goals of freedom, equity, efficiency, growth, and security.

COURSE GOALS:
• To increase understanding of the basic concepts of microeconomics.
• To increase awareness and comprehension of the economic dimension of contemporary issues.
• To motivate the use of economic concepts to analyze and evaluate contemporary issues.

REQUIRED TEXTS:

ACADEMIC DISHONESTY:
Academic dishonesty, or scholastic misconduct, is defined as any act that violates the right of another student in academic work or that involves misrepresentation of your own work. Scholastic dishonesty includes, (but is not necessarily limited to): cheating on assignments or examinations; plagiarizing, which means misrepresenting as your own work any part of work done by another; submitting the same paper, or substantially similar papers, to meet the requirements of more than one course without the approval and consent of all instructors concerned; depriving another student of necessary course materials; or interfering with another student's work. Academic dishonesty in any portion of the academic work for a course shall be grounds for awarding a grade of F or N for the entire course.

Any communication during a test, any hidden notes or hidden information, any writing on your body or anyone looking around at someone else’s test will be considered cheating. I can make mistakes, but if it looks like you’re cheating I’m compelled to react as if you really are. (See University policies below.)
**DISABILITIES:**
Students with disabilities that affect their ability to participate fully in class or to meet all course requirements are encouraged to bring this to my attention so that appropriate accommodations can be arranged. *(See University policies below.)*

**ACADEMIC EXPECTATIONS:**
My main *academic expectation* is that all students accept the responsibility for their own education! More education = more opportunities in life! That means that students need to:
1) Come to class – *every day!* Be ready and willing to learn!
2) Bring a folder, notebook and at least one writing tool - *every day!*
3) Do all the assignments & turn them in on time and
4) Prepare for tests & quizzes by studying *regularly* (allocate a minimum of 6 hrs/wk outside of class), getting enough sleep (at home), eating right & getting plenty of healthy exercise.

**ASSIGNMENT POLICY:**
All assignments are due *on time*. I will give the students ample time to complete them, so being sick on the due date is not an acceptable excuse! *No assignment will be accepted for full points once it is handed back to the rest of the class.* Students may hand in late assignments up to *one week after due date* for *½ points only*. *ALL* assignments must be turned in by the last Friday of the week preceding that quarter’s finals week (date & date) to be eligible for *ANY* extra Credit! *No assignment will be accepted past that date.* Regardless of reason it is the STUDENT’S RESPONSIBILITY to come in *(some time other than class time)* to pick up any missed information due to an absence. I will not use the class’s time to get any one student caught up. Students need to come in *before* or *after* school & I will be glad help them then.

➔ *IMPORTANT:* All assignments must be turned in before each quiz in order for students to be allowed to use notes on that quiz.

**TESTING POLICY:**
Dates for tests and quizzes are provided for the students the first week of class. Students are expected to take the tests on those dates. Students may take tests in advance of a field trip or family vacation. Being absent 1 or 2 days before a test does not excuse students from taking it. Tests may be made up *before* or *after* school. It is the students’ responsibility to make make-up test arrangements. Students get 1 day + 1 day for every excused absence to make up a test. *No retakes.* Students may use notes on quizzes *if*:
1) All assignments are up-to-date and handed in,
2) They have no detentions to make up and
3) They have not been disruptive in class

**GRADING POLICY:**
Remember, although we are in a high school building, this is a college course. The grade you receive will be recorded on your University of Minnesota transcript and my grading will reflect college standards. Economics is a very challenging course so expect that achieving an A or a B in this class will require levels of work that are significantly above the basic course requirements. Quarters 1 & 2 grades will be averaged and become one UMN semester grade. So a bad (or good) Qtr grade can be repaired (or ruined) with the other Qtr’s grade.

**GRADING SCALE:**
Please take a moment and familiarize yourself with the grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93% - 92%</td>
</tr>
<tr>
<td>B</td>
<td>85% - 84%</td>
</tr>
<tr>
<td>C</td>
<td>69% - 68%</td>
</tr>
<tr>
<td>D</td>
<td>61% - 60%</td>
</tr>
<tr>
<td>F</td>
<td>59% - 59%</td>
</tr>
</tbody>
</table>
The semester grades will be assessed as follows:

- 10% quizzes (4 – 2 per quarter)
- 15% project  (2 – 1 per quarter)
- 20% daily work (in class and at home)
- 50% tests  (4 in all. 1 mid-term test and a final exam per quarter. All cumulative)

**EXTRA CREDIT POLICY:** Extra credit is a privilege - not a right!

There is NO extra credit per se for APEC 1101. There may be some bonus opportunities, called "premium points" added to some scores due to extended work on the assignment. Extra credit is a courtesy I sometimes (rarely) extend to students who are working hard but still need help passing the HS portion of this class. **It is not automatic!** Of course, all students will have the same opportunity for the same extra credit. However, individual students may forfeit their eligibility for extra credit (HS grade only) and premium points (U of M grade) by flouting the behavior, attendance or tardy expectations. Extra credit in APEC 1101 is used toward the HS grade, NOT the UMN grade.

There are only 2 types of extra credit in this U of M class:

- **Basic Extra Credit** (HS only) – Points added on at the end of the quarter. They are meant to help a struggling student pass the HS portion of the class. It may not be used for an “A” or "B”.

- **Premium Points** – Points added to an assignment before it is scored (e.g., extra credit on a test) and thus cannot be taken away. **Premium Points may be used toward an “A.”**

**BEHAVIORAL EXPECTATIONS:**

My main behavioral expectation is that students act honorably and courteously at all times!

The following are classroom policies that I expect everyone to follow. You will only get 3 “Reminders”. This is my 4-Strikes Policy: If I have to remind you a fourth time, you will lose all Extra Credit eligibility on quizzes, tests and the entire quarter!

Follow directions the first time they are given

**Don't be disruptive!**

1. Inappropriate talking (out of turn, loud, lewd or disrespectful) is disruptive. If it distracts or disturbs the teacher, it **IS** disruptive!
2. No touching. Students are expected to keep their hands to themselves. Any touching, hand-holding, or massages are considered off-task and disruptive.
3. No non-religious or cultural headgear (hats, caps, bandanas, dew rags)
4. No disruptive apparel (lewd clothing, distracting jewelry, sunglasses or visible underwear)
5. No cell phones, electronic games, toys, PDA’s, iPods, pagers or personal stereos
6. The teacher assigns all seats

**No bathroom or locker passes during instruction time!** Use the bathrooms and get what you need out of your lockers **before** you come to class. Sneaking out of class, or ducking out early to use the bathroom without a pass will be treated as truancy.

**ATTENDANCE EXPECTATIONS:**

Attendance is required. Naturally, I will follow the high school attendance policy for the HIGH SCHOOL grade. If you are not in class you are absent.

- 5 absences for ANY REASON eliminates the possibility of receiving an A for the University grade.
- 2 unexcused absences, for the quarter, is an automatic failure! If it comes to my attention you’ve skipped my class twice, **YOU WILL NOT PASS!**
- Excused absences only, will be taken into consideration for the high school grade. In other words, you can get a B for the UMN grade and still receive an A for the HS grade. To avoid problems or mix-ups, your parents or guardians should call in absences (612-688-4314) on the **same day** you are gone. In lieu of that, bring a note to the attendance office the **first day you return** to school.
• Any unexcused absence on Quiz or Test day is an automatic “0” for that exam. Exempt absences will be honored for attendance purposes only – not for assignments! All assignments are still due on time. Exempt absences **DO NOT** exempt you from any assignment due dates. 

**No contract, for any student with absences past 20, **FOR ANY REASON, will be allowed!!**

**TARDY / DETENTION POLICY:**

I expect students to be in the room and in their desk when the bell rings. Please sharpen pencils **before** class! If students are not **IN** the room when the bell rings, they are tardy. Coming to class 30 minutes late is not marked a **tardy**, it is marked an **unexcused absence**!

- Each tardy = one 30 minute detention in my room!
- **Students must make up all tardies before each quiz to qualify for the privilege of using notes on that quiz!**
- **No more than 3 tardy passes from the same teacher will be accepted.**
- **Students must make up all tardies to qualify for extra credit by the end of the quarter!**
- **After 5 tardies students are no longer eligible for any extra credit!**

**TEXTBOOK POLICY:**

Any student failing to return their textbook in good shape, or paying the replacement cost, will be given an Incomplete in the class & must fulfill the return agreement within 2 weeks.

**UNIVERSITY OF MINNESOTA TWIN CITIES: ACADEMIC POLICIES**

The following are key excerpts from U of M academic policies. Enrolled students are responsible for knowing and following the complete policies which can be found by accessing the links provided below. College in the Schools offers courses from numerous academic departments housed in several different U of M colleges; college and/or departmental policies may add variation to some of the guidelines listed below.

**U OF M GRADES**

The grade you receive in a CIS course is recorded on a University of Minnesota transcript and automatically becomes part of your permanent U of M academic record. The University of Minnesota uniform grading policy states that "University grade definitions establish the qualities of performance expected at different grade levels. Instructors define grade standards for their courses in conformity with their departmental policies."

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
<td>Achievement <strong>outstanding</strong> relative to the level necessary to meet course requirements (no grade of A+ should be submitted; A, 4 grade points; A-, 3.67 grade points).</td>
</tr>
<tr>
<td><strong>B</strong></td>
<td>Achievement <strong>significantly above</strong> the level necessary to meet course requirements (B+, 3.33 grade points; B, 3 grade points; B-, 2.67 grade points).</td>
</tr>
<tr>
<td><strong>C</strong></td>
<td>Achievement <strong>meeting the basic course requirements</strong> in every respect (C+, 2.33 grade points; C, 2 grade points; C-, 1.67 grade points).</td>
</tr>
<tr>
<td><strong>D</strong></td>
<td>Achievement <strong>worthy of credit</strong> even though it does not fully meet the basic course requirements in every respect (D+, 1.33 grade points; D, 1 grade point; no grade of D- should be submitted).</td>
</tr>
</tbody>
</table>
Pluses and minuses are used: A, A-, B+, B, B-, C+, C, C-, D+, D, and F. Note that A+ and D- are not allowed by the University.

Incompletes: Incompletes (I) may be given at the discretion of the instructor. If, in the opinion of the instructor, there is a reasonable expectation that a student can successfully complete the work of the course before the end of the next high school term an incomplete may be used. The assignment of an I requires a written agreement between you and the instructor specifying the time and manner in which you will complete the course requirements. Upon successful completion of the coursework, the I is changed to a permanent grade. An I that is not completed within one calendar year automatically becomes an F.

View complete text at http://www1.umn.edu/usenate/policies/gradingpolicy.html

QUANTITY OF WORK PER CREDIT

The University Senate prescribes the quantity of work needed to earn a credit as three hours per credit per week or approximately 45 hours per credit per semester. The manner in which the course is taught determines how much of the work will be in the classroom, laboratory, library, or independent study and research. A student should expect to spend about 9 hours a week, including class time, on a 3-credit course.

DISABILITIES SERVICES

It is University policy to provide, on a flexible and individualized basis, reasonable accommodations to students who have documented disability conditions (e.g., physical, learning, psychiatric, vision, hearing, or systemic) that may affect their ability to participate in course activities or to meet course requirements. Students with disabilities are encouraged to contact Disability Services and their instructors to discuss their individual needs for accommodations. Disability Services is located in Suite #180 McNamara Alumni Center, 200 Oak Street. Staff can be reached by calling 612/626-1333 voice or TTY. For further information, visit their web site: http://ds.umn.edu/

STUDENT INTEGRITY (Excerpt from the College of Liberal Arts Student Handbook)

As a new member of the University community, it is important to be aware of what is expected of you and what you can expect of the University. This information is designed to clarify the values and actions of an academic community.

The Five Fundamental Values: Honesty, Trust, Fairness, Respect, and Responsibility. An academic community of integrity advances the quest for truth and knowledge by requiring intellectual and personal honesty in learning, teaching, research, and service.
For descriptions see: http://www.class.umn.edu/

STUDENT CONDUCT CODE

Subd. 1. Policy Statement. It is the policy of the University of Minnesota (University) that certain minimum standards of conduct are necessary to safeguard the rights, opportunities, and welfare of students, faculty, staff and guests of the University community and to assure protection of the interests of the University as it seeks to carry out its mission.
The University requires a community free from violence, threats, and intimidation; protective of free inquiry; respectful of the rights of others; open to change; supportive of democratic and lawful procedures; and dedicated to a rational and orderly approach to the resolution of conflict….

Students who engage in behavior that disrupts the learning environment for others may be subject to disciplinary action under the code. The College of Continuing Education reserves the right to cancel current or future registration for such students.

Students are responsible for complying with the University of Minnesota’s Student Conduct Code, which is available in the college student affairs office and Student Judicial Affairs (612.624.6073) and on the Web at http://www.sja.umn.edu/conduct.html

SCHOLASTIC DISHONESTY

Students are responsible for maintaining scholastic honesty in their work at all times. Students engaged in scholastic dishonesty will be penalized and their name may be reported to University of Minnesota Student Judicial Affairs.

The University’s College of Liberal Arts defines scholastic dishonesty as "any act that violates the rights of another student with respect to academic work or that involves misrepresentation of a student’s own work. Scholastic dishonesty includes (but is not limited to) cheating on assignments or examinations, plagiarizing (misrepresenting as one's own anything done by another), submitting the same or substantially similar papers (or creative work) for more than one course without consent of all instructors concerned, depriving another of necessary course materials, and sabotaging another’s work." Scholastic dishonesty also includes fabrication, cheating and academic misconduct.

Academic Dishonesty in any portion of the academic work for a course is grounds for course failure and may result in reporting to the Student Judicial Affairs Office. For more information, visit http://advisingtools.class.umn.edu/Multimedia/ Open the link to the CLA Student Handbook. Scholastic dishonesty defined at: http://advisingtools.class.umn.edu/cgep/studentconduct.html

SEXUAL HARASSMENT

Definition: “Sexual Harassment means unwelcome sexual advances, requests for sexual favors and/or other verbal or physical conduct of a sexual nature…” The policy strictly prohibits sexual harassment by or toward a member of the University community and requires appropriate reporting and investigation of such reports. The definition and policy can be seen in it’s entirety at: http://www1.umn.edu/regents/policies/humanresources/SexHarassment.pdf.

CIS FIELD DAYS

College in the Schools Field Day events are opportunities to become acquainted with the University of Minnesota Twin Cities Campus, meet your fellow CIS classmates from the greater metropolitan area, and use the expertise and experience you have gained in the U of M, TC course.