I. Instructor Information

Office: Decatur Campus, Noble Russell Hall, 110D; Huntsville Campus, Room 120-N (Saturdays only)
Contact information: e-mail (preferred): jmp@calhoun.edu
Telephone: 306-2684; fax 306-2506
Instructor’s Website: http://www.busccc.net and click on the appropriate link. This is NOT a Blackboard site. The Blackboard site will be used for online homeworks and grade postings only.
Office Hours: Monday and Wednesday: 8:30 – 11:00am, 12:30 – 3:00pm
Tuesday and Thursday: 9:30 – 11:00am, 12:30 – 3:00pm
*Friday: 8:30 – 11:45am
*Saturday: 10:30am – 1:30pm (in Huntsville)
*If I am in Decatur on Friday I will not be in Huntsville on Saturday, and vice versa

II. Course Information

A. Course sequencing/applicability/transferability: ECO 231 is the prerequisite for this course. You may not take this course unless you have completed that course with a grade of C or better. In addition, it is strongly suggested that the student have a solid background in English and algebra. ECO 232 is the second course in the Principles of Economics sequence.
B. Three (3) semester hours credit
C. Catalogue description: “This course is an introduction to microeconomic theory, analysis, and applications. Topics include scarcity, the theories of consumer behavior, production and cost, markets, output and resource pricing, and international aspects of microeconomics.”
D. Course Objectives (from the Alabama Community College System)
   • The definition, scope, and methodology of microeconomics.
   • The importance of scarcity, choices, prices, and profits in economic systems.
   • The influences of demand and supply in market activities.
   • The globalization of markets.
   • The role of consumer behavior theory in determining what will be produced.
   • Production and cost theory as applied in market economics.
   • The impact of market structures and theories on pricing and production.
   • Economics role of government and solutions for government as well as market failure.

III. Textbook and Course Support Materials

A. REQUIRED: Textbook. Arnold, Roger. Economics, 11th edition, OR Arnold, Roger. Microeconomics, 11th edition. The first is a two-semester book which you might have purchased if you took ECO231 at Calhoun. If you do not have this book already, purchase the second, cheaper, book. We will NOT use the course software (CengageNow) which is bundled with the book in the bookstore. NOTE: You may find the (much cheaper) 10th ed. or 9th ed. to be acceptable substitutes, but they are not the authorized official textbook, and you use them at your own risk.
   ISBN-10: 0226264017 and many others. Any of the numerous available editions will suffice. Also available FREE through the Library. See the course website for information.
C. REQUIRED: A “scientific,” “statistical,” or “financial” electronic calculator. (Typical cellphone calculators don’t have enough functions. In any event, they may not be used on exams.)
D. REQUIRED: Pencils and erasers. You’ll need these for note-taking and for exams.
E. REQUIRED: The instructor’s website. Lecture notes, downloads, course outline, reserve reading access, etc., are available there. Most of these will not be distributed on paper by me. You must make use of the website to succeed in this course.
F. Library and LRC resources and services are accessible on-line at http://www.calhoun.edu/student_services/library.aspx

IV. Instructional Methods

A. Student reading of textbook and all other assigned readings.
B. Student questions, answers, and discussion
C. Homework
D. Lecture (All notes should be taken in PENCIL, not pen.) You might want to use colored pencils for graphs.
V. Grading Plan and Scale (subject to change)

<table>
<thead>
<tr>
<th>Item</th>
<th>Points</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Four (4) hourly examinations @100 points</td>
<td>400</td>
<td>63%</td>
</tr>
<tr>
<td>B. Textbook reading homeworks</td>
<td>100</td>
<td>16%</td>
</tr>
<tr>
<td>C. Outcomes assessment post-test</td>
<td>30</td>
<td>5%</td>
</tr>
<tr>
<td>D. Final examination</td>
<td>100</td>
<td>16%</td>
</tr>
<tr>
<td>Total</td>
<td>630</td>
<td>100%</td>
</tr>
</tbody>
</table>

Grading scale by overall course average and point total

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 or more</td>
<td>567</td>
</tr>
<tr>
<td>B</td>
<td>80 – 89</td>
<td>504 - 566</td>
</tr>
<tr>
<td>C</td>
<td>70 – 79</td>
<td>441 - 503</td>
</tr>
<tr>
<td>D</td>
<td>60 – 69</td>
<td>378 - 440</td>
</tr>
<tr>
<td>F</td>
<td>below 60</td>
<td>below 377</td>
</tr>
</tbody>
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At least one exam will be given, graded, and returned by the withdrawal date. A grade of D generally does not transfer.

Note: Exam scores and online homework scores will be posted on Blackboard.

A & G. Exams

Hourly exams will consist of multiple-choice questions, essay, short answer, and graphing questions. Tested material will include textbook reading, class lecture and discussion, and assigned outside readings and videos. You may not use your textbook or notes, etc., for the in-class exams; you may for the Blackboard weekday exams. At least one exam will be given, graded, and returned before the withdrawal deadline. BRING PENCILS AND AN ERASER! The instructor will not provide these. Scan forms WILL be provided for you—you do not need to buy these at the bookstore. All five exams will be counted toward your course grade. There will be no makeups—see below. The final exam may be comprehensive, covering all assigned material. Its format will be the same as the in-class hourly exams.

B. Online homeworks

Several homeworks will be posted on Blackboard during the term. Each will consist of a set of objective questions. You may use your book and class notes while completing these. You can view these online at the course website prior to taking them on Blackboard. You may submit each one up to 3 times, and count the highest score. Your actual total points scored for the homeworks will be adjusted to a 100-points-possible scale at the end of the term.

C. Outcomes assessment

As mandated by the College, you will be given two outcomes assessment instruments (in English, quizzes):

1. Microeconomics knowledge pre-test, of 20 multiple choice questions. You will receive 5 bonus points for taking it. Access it through the course website at http://www.busccc.net. You must take this during the first weekend of classes—the deadline is posted on the website. There will be no makeups—see below.

2. Microeconomics knowledge post-test. This is the pre-test reprised, a sort of mini final exam. This time it is graded, and counts for 5% of your course grade. It will be given during the last week of classes—see the website for the dates. Procedure is the same as for the pre-test. There will be no makeups—see below.

VI. Topic Outline

See the Schedule page on the course website. Due dates are also given there.

VII. Attendance Policy

Attendance is mandatory, says the schedule. So come to class. You’ll be sorry if you don’t. Attendance will be taken each class meeting. Late arrivals and early departures will be counted as absences, with the instructor reserving the right to record such as present at his discretion.

Letter grade from the College Catalogue: Absences are counted beginning with the first class meeting after the student registers; however, students are responsible for all coursework and assignments made due from the first day of class. In general, students should have no more than 4 absences for a 15-week term, no more than 3 absences for a 10-week term, no more than 2 absences for an 8-week term, and no more than 1 absence for a 5-week term. Each course syllabus will clearly state the number of absences considered as the acceptable maximum for the class as well as how late arrivals and early departures will be handled. Each course syllabus will also state policies regarding make-up work, if allowed. The policies stated in the course syllabus for a student’s specific class will be the policies for which the student will be held accountable. Communication with the instructor concerning absences is essential. If a student has excessive absences, s/he is encouraged to withdraw from the course after consulting with the instructor. Instructors will not withdraw students for any reason. If a student fails to officially withdraw from a course, this could result in a grade of F and adversely impact financial aid. Withdrawal from a course is the responsibility of the student. Therefore, a grade of F will not be changed without written approval from the Vice President of Instruction and Student Services. Military personnel who are involuntarily called to active duty for unscheduled and/or emergency situations and those individuals called for jury duty will be excused. Official documentation will be required. Makeup work will be accepted under these excused circumstances as outlined in the individual course syllabus.

After the first week, the student’s attendance record will be based on the student’s meeting course requirements such as submitting assignments or communicating with the instructor as outlined in the course syllabus. It is expected that a student will receive a weekly attendance record based on requirements stated in the course syllabus. If a student does not meet attendance requirements as stated in the course syllabus, the student is encouraged to officially withdraw from the course. Failure to officially withdraw from the course could result in a grade of F and adversely impact financial aid.

VIII. Makeup Policy

Hourly exams, quizzes, homework, comprehensive post-test, and daily grade:

No makeups.

If you miss an exam, your final exam score will count double. If you miss a second (or further) exam, you will receive a zero for that exam. No makeups of any kind for the quizzes.

A. Final Exam: Makeups allowed only for truly exceptional circumstances, e.g., death in the immediate family, serious illness, or auto accident, at the sole discretion of the instructor. Documentation will be required.
Please note—You may NOT take your final exam before the scheduled exam time. Please do not ask. If this presents a problem, you should adjust your schedule.

IX. Withdrawals
If you wish to withdraw from the course after the drop/add period, you may do so by logging in to MyCalhoun and completing the withdrawal process. You may withdraw at any point prior to the withdrawal deadline. This date can be found in the Class Schedule each term. A grade of W will be assigned. This does not affect your grade point average calculation, but it may have consequences for financial aid or other matters.

X. Disability Statement
If you have a disability that might require special materials, services, or assistance, please contact Calhoun’s Disability Services Office in the Chasteen Student Center, Room 220G (Decatur Campus) or call (256) 306-2630 or (256) 306-2635.

XI. Communication
Calhoun Community College will communicate campus-wide information via SPACE student e-mail. You have a SPACE e-mail account, which you can access from www.calhoun.edu. Your username is your first initial, last name, and last four digits of your student ID number. (Example: jsmith1234) Your initial password is cal and the last 4 digits of your student ID number. You will be prompted to change the password.
I. Classroom decorum

You shall follow these rules while in my classroom:

- **Cellphones must be silenced and stowed out of reach and out of sight.** No cellphone conversations or text messaging are permitted in the classroom. Please do not get up and leave the classroom to make or answer a cellphone call. *(If you are anticipating an urgent call which will require your response, please notify me when you come to class and sit as near the door as possible. If you receive an emergency call, please leave, and re-enter, the room as quietly and inobtrusively as possible.)* **Cellphones may not be used as calculators on exams.**
  Students who become cellphone nuisances will be asked to leave either their cellphones or themselves at home.
- **NO TEXT MESSAGING DURING CLASS.**
- The following may not be used or exposed in the classroom at any time: **iPods or similar devices; laptop, notebook, tablet or other computers; Google Glass, Memoto, or other similar evil devices.** You have my permission to use an audio (“tape”) recorder to record, inobtrusively, class lecture and discussion at any time. If you wish to make a video recording of a class, please contact me.
- **Arrive on time for class.** Please do not make a habit of coming to class late. I can understand occasionally arriving a few minutes late, but not serial tardiness. If you show signs of doing this early in the semester, I will request that you either reform or withdraw. *(If this becomes a widespread problem, I will lock the door at the beginning of the class period and not permit late entrants. The same goes for leaving class early. If you do arrive late or intend to leave early on a particular day, please sit near the door and make as little commotion as possible. (If you have an event which requires your attendance and requires your early departure, please notify me at the beginning of class. This should occur infrequently.)*
- **NO TEXT MESSAGING DURING CLASS.**
- **Please stay in the classroom during the scheduled class time.** Do not leave the classroom to go to the restroom, drinking fountain, or whatever irresistible force it is that seems to pull students out of the classroom as if by magnetism. The regular-session class periods aren’t that long, and we’ll take breaks during the long ones. Take care of your affairs before class. That might require advance planning on your part.
- **Ladies: No ballcaps or other billed or brimmed caps may be worn.**
- **Gentlemen: In deference to long-standing, though much ignored, tradition, you may not wear hats, caps, or headgear of any kind.**
- **Take notes.** Please be alert. Act like you are alive. If you wish to sleep, go elsewhere.
- **No cheating on homeworks, exams or other work.** If you cheat on any assignment, you will receive a zero for it. And you should withdraw from the course to spare yourself the further indignities which will come your way.
- **NO TEXT MESSAGING DURING CLASS.**

**THESE ARE THE RULES. IF YOU BELIEVE THAT YOU CANNOT ABIDE BY THEM, OR DO NOT INTEND TO ABIDE BY THEM, THEN YOU SHOULD WITHDRAW FROM THE COURSE NOW.**

II. What is expected of you in this course

- **Read** the book and all assigned readings. **You are expected to spend 2 hours outside of class for every hour spent in class.** Some test questions will not be covered in lecture.
- **Come to class, pay attention, take notes, ask questions, and answer questions.**
- **Think** about the ideas we talk about, and you read about, in your everyday life.