



BUAD 1301, Business Principles, Fall 2025, CRN: 12291
Department of Management & Marketing, College of Business

Class Meeting Time and Place:	Tuesdays, 5:30 PM – 6:45 PM (Hybrid) BLH 262
Class Duration:	08/26/2025 – 12/12/2025
Instructor:	Carol Mattick
Office:	Online via WebEx, by appointment only
E-Mail:	cmattick@tamusa.edu Student emails will receive reply within two business days.
Course Website:	https://tamusa.blackboard.com/

Catalog Description: This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life.

Course Objectives: The purpose of this course is to describe the scope of business enterprise in the nation and the world today; identify major business functions of management, marketing, and economics; describe the relationships of social responsibility, ethics, and law in business; and define and apply business terminology.

Prerequisites: None

Student Learning Outcomes - Upon successful completion of this course, students will:

1. Identify major business functions of accounting, finance, information systems, management, and marketing.
2. Describe the relationships of social responsibility, ethics, and law in business.
3. Explain forms of ownership, including their advantages and disadvantages.
4. Identify and explain the following considerations in today's business environment: social, economic, legal, ethical, technological, competitive, and domestic vs international operations.
5. Identify and explain the role and effect of government on business.
6. Describe the importance and effects of ethical practices in business and be able to analyze business situations to identify ethical dilemmas and ethical lapses.

7. Describe basic financial statements and show how they reflect the activity and financial condition of a business.
8. Explain the banking and financial systems, including the securities markets, business financing, and basic concepts of accounting.
9. Explain integrity, ethics, and social responsibility as they relate to leadership and management.

Required Materials and Supplies:

- **Textbook:** *Foundations of Business*, 7th Ed., Pride, Hughes & Kapoor (2023)
- **Blackboard:** Connect to <http://tamusa.blackboard.com>. You will have access to the ebook version of the textbook, exercises, quizzes, assignments, study tools, and other supplementary materials in Blackboard.
- **Software:** You will be required to use Microsoft Word, Microsoft PowerPoint. These products are available in the computer labs on campus.
- **Computer Hardware:** You will need a computer with an internet connection, a microphone and speakers/headphones.
- **Time:** You are expected to spend 4-8 hours per week for the course. Based on the background, some student may require more time. Time spent may be longer when assignment/exams are due.

Course Requirements every student must fulfill in order to succeed in course:

Students are expected to do readings of course material on their own time.

1. Students should check the Course Calendar, Announcements, and Messages (e-mail) systems in Blackboard on a regular basis.
2. Students should keep current on class recordings, if not attending the live class (either in person or online).
3. Students should keep current with all course assignments, quizzes, and examinations.
4. If the course uses remote proctoring for exams, ensure that students schedule their exam early in the semester.
5. Students should ask questions and communicate with the instructor either online or off-line

Grading Policy

Major Assignments/Assessments: The following items will be assigned and assessed during the semester and used to calculate the student's final grade:

- **Participation in Class:** During the semester, groups of 2-3 students will be asked to make a presentation of each week's subject matter. I'm looking for presentation materials, the team sharing presentation duties and each team mastering the subject well enough to answer questions from me as well as the student audience. The subject of each presentation will revolve around what the student needs to consider about each functional area of business activity to run his or her own business or department within a larger business.

The other students (who will be the audience) also need to be knowledgeable about the subject of the week, **turn in a thoughtful written question the day before the class date** for the presenters and participate in the resulting discussion. Students are strongly encouraged to ask questions and participate in discussions and problem solving. **This means you need to come to class.**

• **Participation in Outside Activities.** The College of Business has scheduled a series of activities designed to enrich your undergraduate learning experience. A detailed schedule of the activities, including dates and times, will be provided. **Participation in one activity is a mandatory component of this course and contributes to 10% of your overall grade. Your participation will be graded by Prof Robert Vinaja, not your instructor. You must schedule your participation through Prof Vinaja and turn in any assignment relating to it to Prof Vinaja.** Failure to meet the participation requirement without documentation may result in a reduction of your grade for the course. **Please contact your instructor and Prof Vinaja immediately if you anticipate challenges with fulfilling this requirement so accommodations can be discussed.**

• **Learn-Apply-Study Exercises:** These do not count toward your grade, but they are designed to help you internalize the concepts in each chapter. That, in turn, would be helpful as you work on your presentation and in your ability to participate in a class discussion about why the topic matters and in the quality of your written question for presenters every week.

• **Quizzes:** - Approximately 16 quizzes covering Chapters 1-16 will be given during the semester. Each quiz will have a deadline and failure to complete the quiz by the deadline will result in a zero for that quiz—the quizzes cannot be submitted late. Quizzes usually consist of 20 true/false and multiple-choice questions. The two lowest quiz grades will be dropped to calculate the student's mid-semester grade and final grade at the end of the semester.

• **Final Exam:** A final exam will be given in class at the end of the semester. Ordinarily, no makeup examination will be provided.

The Course Grade: The grading scale for this course is as follows:

1 Presentation	15%
13 Written Questions for Presenters, each worth 2%	26%
Participation in Outside Activities	10%
16 Quizzes with 20 questions, each worth 1.5%	24%
Final Exam, 20 questions, including two essays From Parts 2 - 6	25%

Final letter grades will be assigned as follows: 90% and above ⇒ A; 80 – 89% ⇒ B; 70 – 79% ⇒ C; 60 – 69% ⇒ D; Below 60% ⇒ F.

Make up and Late Quiz / Assignment / Exam policy: *As a general rule, make-ups or late submissions will NOT be offered or accepted for any missed assignments/exams.* If you know that you will not be able to take an exam, you must make arrangements with the professor to take the exam at an earlier date. Late submissions or make-ups may be accepted/administered only in extraordinary circumstances such as an excused official university activity, a severe illness, or a dire emergency. However, you must provide comprehensive documentation either before or within a few days of the missed assignment/exam.

Class conduct and civility code: All students are expected to follow all rules in the student handbook, as well as to show common courtesy in discussions online, including the following:

1. It is the students' responsibility to obtain and be able to use the required materials and software for this class.
2. Student must retain copies of all assignments and graded work for verification purposes. Keep copies of all computer files and e-mails.
3. For any questions about the exams and assignments, a student should contact the instructor, before the day they are due, so the instructor may have enough time to provide feedback.
4. All communications will be via e-mail communications to the Texas A&M University e-mail account, and students are expected to use their school provided email account. The instructor will reply to a student e-mail messages and voice messages within 24 hours during weekdays (Monday-Friday). (cmattick@tamusa.edu)
5. All assignment submissions must be submitted via BlackBoard by the due date.

Anyone violating these policies may be subject to disciplinary actions.

The course is intensive and challenging and you are expected to master the materials presented in class. The structure of the class makes your individual study and preparation outside of class extremely important. Reading the assigned chapter(s) and having some familiarity with them before assignments, case studies and quizzes will be very useful.

Fall 2025 Class Schedule –

The provisions and information set forth in the schedule below or in separate documents are intended to be informational and not contractual in nature. The instructor reserves the right to amend, alter, change, delete or modify the provisions of the schedule. The chapters in the textbook will be covered one per week.

Drop Policy

You may drop the course with an automatic grade of W on or before the date listed in the academic calendar at www.tamusa.edu. The last date to drop a course, or withdraw from the University is also indicated in the academic calendar on the university website (www.tamusa.edu). If you wish to drop the class, you must submit the necessary paperwork to the proper authority. Students dropping a course are subject to all conditions listed in the university catalog.

Financial Aid and Verification of Attendance

According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which includes class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these

funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance.

Faculty will provide the Office of Financial Aid with an electronic notification if a student has not accessed BlackBoard the first week of class. Any student receiving Federal financial aid who does not access BlackBoard the first week of class will have his/her aid terminated and returned to the DoE. Please note that any student who stops accessing BlackBoard at any time during the semester may also need to return a portion of his/her federal aid.

Jaguar Writing Center

The Jaguar Writing Center provides writing assistance to graduate and undergraduate students in all three colleges. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Students can make individual or group appointments with a writing tutor. The Writing Center can be contacted by email at: Student.Success@tamusa.edu or by phone at (210) 784-1307, or by visiting its web page from www.tamusa.edu.

Jaguar Tutoring Center

The Tutoring Center at Texas A&M University–San Antonio provides academic assistance to students in TAMU-SA's schools of Business, Education, and Arts and Sciences. Literacy tutors help students develop reading skills, prepare oral presentations, and plan, draft, and revise their papers. Business tutors provide individual assistance in statistics, accounting, and math. The goal of TAMU-SA tutors is to empower students to succeed academically. The tutoring center can be contacted by email at: Tutoring@tamusa.edu or by phone at: (210) 784-1332, or by visiting its web page from www.tamusa.edu.

University Email Policy and Course Communications

All correspondence between professors and students must occur via University email accounts. You must have Jaguar email account ready and working. If it is not working, contact the help desk at 210-784-4357.

The Six-Drop Rule

Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student's GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as "F" grades and will impact the student's GPA.

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disability. If you believe you have a disability that may require accommodations, please contact Disability Support Services (DSS) for the coordination of services. The phone number for DSS is (210) 784-1335 and email is dsupport@tamusa.edu.

Academic Misconduct Policy

Students at Texas A&M University-San Antonio are expected to adhere to the highest standards of academic honesty and integrity. Academic misconduct for which a student is subject to penalty includes cheating, plagiarism, fabrication, multiple submissions, misrepresentation of academic records, facilitating academic dishonesty, unfair advantage, violating known safety requirements and ethical misconduct. Students are expected to do their own course work. Simple cases of first offense cheating or plagiarism by an individual student may be handled by the instructor after consultation with the department chair. The student is usually confronted with the evidence in private and advised of the penalty to be assessed. The evidence will be retained for at least one full year. For more serious cases, such as those involving repeated offenses, conspiracy with other students or the theft and selling of examination questions, a report should be made by the instructor via the department chair and college dean to the Office of Student Rights and Responsibilities.

Academic dishonesty is a violation of the Student Code of Conduct; therefore, the instructor **WILL** report any form of academic dishonesty to the Office of Student Rights and Responsibilities. Please review the Student Handbook for a complete description of the process. Penalties for academic dishonesty may range from a grade of F on the particular paper or in the course to expulsion from the University.

Considering the potential consequences of academic misconduct, it is obviously in students' best interests to avoid even the appearance of such behavior. If a student is unclear whether a specific act might constitute academic misconduct, please she/he should contact the instructor for an assessment of the situation.

The Instructor assumes that all work submitted by students will be generated by the students themselves, working individually or in groups. Students should not have another person/entity do the writing of any portion of an assignment for them, which includes hiring a person or a company to write assignments and/or using artificial intelligence (AI) tools like ChatGPT. Use of any AI-generated content in this course qualifies as academic dishonesty and violates Texas A&M-San Antonio's standards of academic integrity

Key Dates

The complete academic calendar is available online:

<https://www.tamusa.edu/academics/academic-calendar/current-year/fall-2025.html>