



TEXAS A&M UNIVERSITY
SAN ANTONIO

QMBS 2301:003 Quantitative Skills-Business

Spring 2024

CRN 24035 Dep. of Acct & Finance College of Business

Course Syllabus

Class Meeting Time and Place:	Tue & Thu, Classroom BLH 155
Class Time:	12:30 pm - 01:45pm (Face to Face)
Instructor:	Yan Song PhD
E-Mail:	yan.song@tamusa.edu
Office:	BHL 241KK
Office Hours:	Tue & Thu 11:20 to 12:20 pm and 15:20 to 15:50 p.m

Catalog Course Description: This course is a comprehensive introduction to the concepts and applications of mathematics to commercial business problems. The course focuses on the quantitative and analytical methods in the context of practical business applications to enhance essential problem-solving skills of business students. This course will expose students to the major business applications to be encountered in business courses through approaches that reinforce formulation, reasoning and interpretive problem-solving skills essential to practical understanding of business concepts.

Course Objectives: the objective of the course is to describe the major business applications which students will encounter in the future business courses.

Prerequisites: CISA 1305 and MATH 1325

Student Learning Outcomes:

After successful completion of this course, students will be able to: 1) understand and apply basic problem-solving methods business applications. 2) Explain the basic decision analysis processes applied in business. 3) perform quantitative financial computations using a range of resources to include software tools.

AACSB Assessment:

The College of Business is in the process of applying for AACSB accreditation. As part of that process, students will be assessed on program level outcomes based on course outcomes from various courses. The materials from this course may be used for assessing such program level outcomes, and hence students must follow the necessary rigor to ensure mastery and retention of the above course outcomes.

COVID-19 Safety Protocol: Due to the current pandemic environment, all university personnel (faculty, students and staff, etc) are required to adhere to mandated procedures and guidelines as communicated through university communications. For details and updated information on COVID-19 safety protocol please visit <https://www.tamusa.edu/community-safety-together/index.html>.

Required Materials:

- **Textbook:** Textbook (e-book): Contemporary Mathematics for Business and Consumers, 9 th Ed., by Brechner & Bergeman, Cengage
- **WebAssign:** Homework assignments and quizzes will be administered through WebAssign.
- **Blackboard:** Connect to <http://tamusa.blackboard.com>. Supplementary materials are posted in Blackboard, which is used for communication, assignments, quizzes and exams. Your user ID is the Jaguar ID (aka J Number e.g. J00001234). Your password is your date of birth (MMDDYY). You should monitor announcements in Blackboard several times a day.
- **Computer Hardware:** Calculator
- **Time Expectation for coursework:** 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:

1. Students should check the Course Calendar, Announcements in Blackboard, and Emails on a regular basis.
2. Students should keep current with all course assignments, quizzes, and examinations.
3. If the course uses remote proctoring for exams, students must schedule their exam early in the semester.
4. Students should ask questions and communicate with the instructor online.
5. For all classwork, exams, quizzes etc., students are responsible for availability of internet connectivity on time.
6. Students are expected to attend lectures virtually during the class meeting time.

Grading Policy: The final course grade will be based on your performance on the quizzes, exams and class attendance using the following weights:

Attendance	10%
Assignments	10%
Quizzes	10%
Midterm 1	20%
Midterm 2	20%
Final Exam	30%

The final letter grades will be assigned as follows: Above 90% \Rightarrow A; 80-89.99% \Rightarrow B; 70-79.99% \Rightarrow C; 60-69.99% \Rightarrow D; Below 60% \Rightarrow F. This course has a requirement of a grade of C as a minimal grade for satisfactory completion of this course.

The instructor reserves the right to adjust the student's final grade based on the overall performance.

Attendance: Attendance is required. Class absences will be allowed only under very special circumstances: the student is responsible for completing any class work missed and obtaining the assignment for the missing class. The instructor reserves the right to adjust the student's final grade based on the overall performance.

Homework assignments and Quizzes: There will be 7 problem-solving assignments and 7 quizzes throughout the semester. These will be open note but must be completed independently.

No Make-ups or late submissions will be accepted for any missed homework assignments and quizzes except certain special reason by showing authorized notes, like doctor notes.

Examinations: There will be two mandatory mid-term exam and a mandatory final exam. Exams will consist of multiple-choice questions, problem-solving questions. The exam materials will come from lecture notes, the

textbook, and class discussions. Questions will emphasize understanding and applications of concepts and topics covered in class.

No Make-ups or late submissions will be accepted for any of exams, except certain special reason by showing authorized notes, like doctor notes.

Proctored Exams: Examinations in this class may be administered using secure online testing services. Details regarding proctored test sign up and administration will be provided at least 2 weeks prior to the exam.

Academic Integrity sanctions: incidents of academic misconduct such as cheating will result in the assignment/quiz/exam being graded as an F. All cases of suspected academic misconduct will be reported to the office of student rights and responsibilities.

Make up and Late exam policy As a general rule, no make-ups or late submissions will be offered or accepted for any missed exams. Late submissions or make-ups **may** be accepted in extraordinary circumstances such as an excused official university activity, a severe illness, or a dire emergency. However, you must provide comprehensive documentation within a few days of the missed exam.

Class conduct and Civility code: Everyone in class is expected to follow all rules in the student handbook¹, as well as common courtesy during classroom lectures and discussions in class and online, including the following:

1. Students are expected to be in class on time and to remain until the end of the class.
2. Attendance may be taken at the beginning or the end of the class.
3. It is the students' responsibility to obtain and be able to use the required materials and software for this class.
4. Students must retain copies of all assignments and graded work for verification purposes and provide it to the instructor, if necessary. Keep backup copies of all computer files and e-mails till your final grade is received.
5. For any questions about the exams and assignments, a student should contact the instructor, well in advance of the day they are due, so the instructor may have enough time to provide feedback.
6. All communications will be **via e-mail communications your TAMUSA student e-mail account**. It is the responsibility of the student to check their TAMUSA email regularly. The instructor will reply to a student e-mail message within 48 hours during week days (Monday-Friday).
7. All assignment submissions must be uploaded by the due date.

Class attendance and Participation: A vital part of every student's education is regular attendance of class meetings for face-to-face, hybrid and online synchronous classes. Any absences tend to lower the quality of a student's work, and frequent or persistent absences may result in a failing grade.

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, and may vary considerably based on student background. However, a **minimum** of four hours of work outside the class is expected for every one hour of class period per week.

University Email Policy and Course Communications: **All correspondence between professors and students must occur via TAMUSA email accounts or through Blackboard messaging.** You must have your Jaguar email account ready and working. If either email or Blackboard is not working, contact the help desk at **210-784-4357**.

Academic Misconduct Policy: Texas A&M University-San Antonio students are expected to exhibit a high level of honesty and integrity in their pursuit of higher education, as specified in the TAMUSA Student Handbook. For more information, please visit the Office of Student Rights & Responsibilities web page: <https://www.tamusa.edu/student-rights-and-responsibilities/index.html> or in the Student Handbook accessed by the URL cited below.

¹ <https://www.tamusa.edu/uploadfile/folders/fcestrad/pdf/pdf-635767864704349879-10.100.150.124.pdf>

Academic misconduct includes, but is not limited to, cheating, plagiarism, multiple submissions, collusion, lying and bribery. In cases of academic misconduct, students may be subject not only to grade sanctions in courses but to disciplinary action. If a student wishes to appeal the decision of suspension or expulsion due to violations of academic misconduct, they must initiate their appeal as outlined within the Student Code of Conduct.

All student term papers and other written assignments are subject to analysis by anti-plagiarism software. Posting of any class work given to student, or solutions, or discussion, on publicly accessible forums or on social media is not permissible unless explicit written permission have been granted by the instructor.

Key Dates For Spring 2024 Semester

The complete academic calendar is available online:

<https://www.tamusa.edu/academics/academic-calendar/index.html>

January 16	Tuesday	First class day
January 23	Tuesday	Last day to register
January 24	Wednesday	Deadline for this term's graduation applicants to complete Change of Name and/or Change of Major form(s) at the Welcome Center
January 24	Wednesday	Last day for students to apply for graduation this term
January 31	Wednesday	Census Date
February 1	Thursday	Drop for non-payment
February 1	Thursday	First installment due for Deferred Payment Plan(4 and 5 payment plans)
February 14	Wednesday	Graduation Application Fee payment deadline
February 26-March 8	Monday- Friday	Midterm grading period
March 11-17	Monday-Sunday	Spring Break
April 13	Saturday	Last day to drop with an automatic grade of "W"
April 20	Saturday	Last day to withdraw from the university
April 27	Saturday	Last day of scheduled classes for weekend classes
April 29	Monday	Last day of scheduled classes for weekday classes
April 30	Tuesday	Study days
May 1-7	Wednesday-Thursday	Final examinations
May 7	Tuesday	End of term
May 13	Monday	All grades due by noon
May 16	Thursday	Grades available in JagWire

Spring 2024 QMBS 2301:003, Quantitative Skills-Business, Class Schedule

The provisions and information set forth in the schedule below are intended to be informational and not contractual in nature. I reserve the right to amend, alter, change, delete or modify the provisions of the schedule. All the changes will be announced in class and posted as a Blackboard announcement. You are responsible for all announcements made in class and through Blackboard.

<i>Week</i>	<i>Dates</i>	<i>Chapter and Topic</i>	<i>Due Day and Time</i>
1	Jan 16 – Jan 22	Introduction syllabus Chapter 4	
2	Jan 23 – Jan 29	Chapter 6	
3	Jan 30 – Feb 5	Chapter 7	
4	Feb 6 – Feb 12	Chapter 8	
5	Feb 13 – Feb 19	Exam 1	Exam 1
6	Feb 20 – Feb 26	Chapter 9	
7	Feb 27 – Mar 4	Chapter 9	
8	Mar 5 – Mar 10	Chapter 10	
9	Mar 11 – Mar 17	No class	Spring Break
10	Mar 19 – Mar 25	Chapter 10	
11	Mar 26 – Apr 1	Exam 2	Exam 2
12	Apr 2 – Apr 8	Chapter 11	
13	Apr 9 – Apr 15	Chapter 11	
14	Apr 16 – Apr 22	Chapter 21	
15	Apr 23 – Apr 29	Chapter 21	Apr 29- Last day of classes
16	Apr 30 – May 7	Reading Days April 30 – Classes do NOT meet. Final Exams May 1-7 – As per University Schedule	

IMPORTANT POLICIES AND RESOURCES

Academic Accommodations for Persons with Disabilities: The Americans with Disabilities Act Amendments Act (ADAAA) of 2008 and the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights protection for persons with disabilities. Title II of the ADAAA and Section 504 of the Rehabilitation Act require that students with disabilities be guaranteed equal access to the learning environment through the provision of reasonable and appropriate accommodation of their disability. If you have a diagnosed disability that may require an accommodation, please contact Disability Support Services (DSS) for the coordination of services. The phone number for DSS is (210) 784-1335 and email is dss@tamusa.edu.

Academic Learning Center: All currently enrolled students at Texas A&M University-San Antonio can utilize the Academic Learning Center for subject-area tutoring. The Academic Learning Center is an appointment based center where appointments are made through the Navigate platform. Students access Navigate through Jagwire in the Student Services tab. The Center is active on campus outreaching to students to highlight services offered. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu or calling (210)-784-1332. Appointments can also be made through JagWire under the services tab.

Counseling Resources: As a college student, there may be times when personal stressors interfere with your academic performance and/or negatively impact your daily functioning. If you or someone you know is experiencing life stressors, emotional difficulties, or mental health concerns at Texas A&M University – San Antonio, please contact the Student Counseling Center (SCC) located in Modular C, Room 166 (Rear entrance) or call 210-784-1331 between the hours of 8:00AM and 5:00PM. All mental health services provided by the SCC are free, confidential (as the law allows), and are not part of a student’s academic or university record. SCC provides brief individual, couples, and group therapy, crisis intervention, consultation, case management, and prevention services. For more information, please visit www.tamusa.edu/studentcounseling. In a crisis situation, please walk-in to the Student Counseling Center (SCC) any time between the hours of 8:00AM and 5:00PM to be seen by a licensed clinician. After hours, please contact UPD at 911 or text “HOME” to 741-741 24/7/365 to connect with a trained crisis counselor. The National Suicide Prevention hotline also offers a 24/7/365 hotline at 1-800-273-8255.

Emergency Preparedness: JagE Alert is Texas A&M University-San Antonio’s mass notification. In the event of an emergency, such as inclement weather, students, staff and faculty, who are registered, will have the option to receive a text message, email and/or phone call with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>. More information about Emergency Preparedness and the Emergency Response Guide can be found here: <https://www.tamusa.edu/upd/index.html>.

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 include 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 attended the first week of class. Any student receiving federal financial aid who does not attend the first week of class will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Jaguar Writing Center: The Jaguar Writing Center provides writing support 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. The Writing Center is currently holding all appointments digitally. Students can schedule appointments with the Writing Center in JagWire under the student services tab. Students wanting to work in real time with a tutor can schedule an “Online Appointment.” Students wishing to receive asynchronous, written feedback from a tutor can schedule an “eTutoring” appointment. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website at www.tamusa.edu/Writing-Center. The Writing Center can also be reached by emailing writingcenter@tamusa.edu.

Use of artificial intelligence:

Use of artificial intelligence (AI) tools, including ChatGPT, is not permitted in this course. Students should take the responsibility to complete all assignments and exams by themselves.

Meeting Basic Needs: Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Dean of Students (DOS@tamusa.edu) for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources they may possess.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to communicate, in advance if possible, and special circumstances (e.g., upcoming deployment, drill requirements, disability accommodations). You are also encouraged to visit the Patriots' Casa in-person room 202, or to contact the Office of Military Affairs with any questions at military@tamusa.edu or (210)784-1397.

Religious Observances: Texas A&M University-San Antonio recognizes the diversity of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

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.

Statement of Harassment and Discrimination: Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equality of opportunity and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality, diversity, pluralism and the uniqueness of the individual within our state, nation, and world. All decisions and actions involving students and employees should be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, or gender expression. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the appropriate offices within their respective units.

Texas A&M University-San Antonio faculty are committed to helping create a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex- or gender-based discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking, know that help and support are available. A&M-San Antonio has staff members trained to support survivors in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the university. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and other healthcare providers are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the university's Title IX Coordinator. If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact the Student Counseling Center at (210) 784-1331, Modular C.

Students' Rights and Responsibilities:

The purpose of the following statement is to enumerate the essential provisions for the student freedom and responsibility to learn at Texas A&M University-San Antonio. All students are required to follow all policies and regulations as set forth by The Texas A&M University System, including the TAMUSA Student Code of Conduct. (<https://www.tamusa.edu/uploadfile/folders/fcestrad/pdf/pdf-635767864704349879-10.100.150.124.pdf>)

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no university rule or procedure that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the university, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, genetic information or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty and the administration.
2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, Student Code of Conduct, on our website, University Catalog and students must comply with them and the laws of the land.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire university community.
4. A student has the responsibility to recognize the University's obligation to provide an environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notification.
6. We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.