



COURSE SYLLABUS

BUS 770
Analysis of Economic Development in Wisconsin
Fall 2019: October 28 – December 20

1. COURSE INFORMATION

1.1. Instructor Information

Instructor:	Kevin D. Neuman, PhD.
Office:	CPS 424
Physical Office Hours:	By appointment. I am very available, but my duties as Head of the School of Business and Economics make scheduling a time difficult. Please contact me and we can work out a time to meet.
Virtual Office Hours:	Thursdays, 4:00-5:30 when class does not meet. By appointment.
Office Telephone:	(715) 346-3875
E-mail:	kneuman@uwp.edu
Expected Instructor Response Time:	Within 24 hours during the week, and within 48 hours on weekends.

1.2. Course Information

Course Description:	Examines the various dimensions of economic development focusing on how policies and resources can be used to help develop organizations and communities. Analyzes and discusses state and municipal economic development programs and funding, community development policies and organizations, and talent development initiatives.
Credits:	3
Prerequisites:	None.

1.3. Textbook & Course Materials

Required Text:	None.
Recommended Texts:	None.
Other Readings:	Readings for each unit will be made available through the Canvas course page.
Other Required Materials / Applications:	None.

1.4. Course Technology

Course Website:	All course material is available through CANVAS
Other Websites:	Appropriate websites relevant for a particular topic are indicated in the topic course material.

Course Delivery:	The course will be taught in a hybrid format that combines face-to-face sessions with online materials.
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Course Technology Requirements:

View this website to see minimum recommended computer and internet configurations for Canvas:

<https://community.canvaslms.com/docs/DOC-10721>

Protecting Your Data Privacy:

You will need access to the following tools to participate in this course: webcam, microphone and speaker, printer, and a high speed, stable internet connection (don't rely on cellular).

UW-System approved tools meet security, privacy, and data protection standards. For a list of approved tools, visit this website.

<https://www.wisconsin.edu/dle/external-application-integration-requests/>

Tools not listed on the website linked above may not meet security, privacy, and data protection standards. If you have questions about tools, contact the UWSP IT Service Desk at 715-346-4357. To protect your data and privacy, be sure to—

- Use different usernames and passwords for each service you use
- Do not use your UWSP username and password for any other services
- Use secure versions of websites whenever possible (HTTPS instead of HTTP)
- Have updated antivirus software installed on your devices

Online Posting:

This course requires posting of work online that is viewable only by your classmates. None of the work submitted online will be shared publicly. Some assignments require account creation for online programs. The instructor of this course will not share your academic records (grades, student IDs). Confidentiality of student work is imperative, so you should not share the work of your peers publicly without their permission. By participating in these assignments, you are giving consent to sharing of your work with others in this class and you recognize there is a small risk of your work being shared online beyond the purposes of this course. Examples of additional risks include data mining by the company providing the service, selling of your email to third parties, and release of ownership of data shared through the tool. If you elect to not participate in these online assignments due to confidentiality concerns, then an alternate assignment will be offered to you. [UWSP Handbook Chapter 9 Section 5]

Canvas Support:

Click on the HELP button in the global (left) navigation menu and note the options that appear:

Support Options	Explanations
<p>Ask Your Instructor a Question Submit a question to your instructor</p>	Use Ask Your Instructor a Question sparingly; technical questions are best reserved for Canvas personnel and help as detailed below.
<p>Chat with Canvas Support (Student) Live Chat with Canvas Support 24x7!</p>	Chatting with Canvas Support (Student) will initiate a <i>text chat</i> with Canvas support. Response can be qualified with severity level.
<p>Contact Canvas Support via email Canvas support will email a response</p>	Contacting Canvas Support via email will allow you to explain in detail or even upload a screenshot to show your difficulty.
<p>Contact Canvas Support via phone Find the phone number for your institution</p>	Calling the Canvas number will let Canvas know that you're from UWSP; phone option is available 24/7.
<p>Search the Canvas Guides Find answers to common questions</p>	Searching the Canvas guides connects you to documents that are searchable by issue. You may also opt for Canvas video guides .
<p>Submit a Feature Idea Have an idea to improve Canvas?</p>	If you have an idea for Canvas that might make instructions or navigation easier, feel free to offer your thoughts through this Submit a Feature Idea avenue.

Self-train on Canvas through the Self-enrolling/paced Canvas training course: <https://uws.instructure.com/courses/45767>

UWSP Technology Support:

The Office of Information Technology (IT) provides a Service Desk to assist students with connecting to the Campus Network, virus and spyware removal, file recovery, equipment loan, and computer repair. You can contact the Service Desk via email at techhelp@uwsp.edu or at (715) 346-4357 (HELP) or visit: <https://www.uwsp.edu/infotech/Pages/ServiceDesk/default.aspx>

2. LEARNING OUTCOMES

2.1. Program Learning Objectives

The course will focus on the following Program Learning Objectives:

- Students will be able to analyze regional economic development initiatives and influence business decisions and goals.
- Students will be able to influence individuals, teams, and organizations to achieve goals and manage change.
- Students will be able to demonstrate professionalism, self-awareness and deliver effective oral and written reports and presentations

2.2. Course Learning Objectives

After completing the course students should be able to:

- Understand the different dimensions of economic development and how they interact with each other.
- Evaluate opportunities from available economic, community, and talent development programs and apply them to benefit their organization.
- Persuasively communicate the benefits of economic development programs to lead their organization.

2.3. Academic Unit

SBE Mission:

The UW-Stevens Point School of Business and Economics creates career ready graduates and leaders through applied learning. We serve the businesses, economy, and people of the greater Central Wisconsin region. We specialize in preparing students for success by providing professional development experiences, access to employers, and in-demand skills.

The SBE achieves its mission by valuing:

- Talent development
- Lifelong learning
- Career preparation
- On the job experiences
- Community outreach
- Regional partnerships
- Continuous improvement

Accreditation Commitment:

SBE is accredited by the Association to Advance Collegiate Schools of Business (AACSB), a designation earned by only 5 percent of world business schools. Accreditation instills a culture of continuously improving our programs through connections with local business leaders, alumni and the community.

3. COURSE POLICIES

3.1. Attendance

The hybrid nature of the program with few in-person meetings makes attendance important. In-person meetings will also be heavily focused on visiting speakers in the topic areas, making it difficult to make up the material if absent. Attendance is expected, but I understand that issues arise. Please talk with me about potential absences.

The course runs from October 28 through December 20. The course will meet in person the following Thursdays: November 14, November 21, December 5, and December 19.

3.2. *Late Work*

Not accepted.

3.3. *Etiquette/Netiquette*

It is expected that all participants in the class will conduct themselves professionally and treat each other with respect.

4. GRADING

4.1. *Grading Scale*

Letter grades are determined as follows:

A:	grade \geq 93%	(372 points)	C:	77% > grade \geq 73%	(292 points)
A-:	93% > grade \geq 90%	(360 points)	C-:	73% > grade \geq 70%	(280 points)
B+:	90% > grade \geq 87%	(348 points)	D+:	70% > grade \geq 67%	(268 points)
B:	87% > grade \geq 83%	(332 points)	D:	67% > grade \geq 60%	(240 points)
B-:	83% > grade \geq 80%	(320 points)	F:	60% > grade	(< 240 points)
C+:	80% > grade \geq 77%	(308 points)			

This schedule may be adjusted but only in favor of the students as a group.

Any suspected academic misconduct will be dealt with under the appropriate University procedures.

4.2. *Grading Components*

The course grade will be determined as follows:

Economic Development Policy reflection:	Sunday, Nov. 24	90 pts (22.5%)
Development of Place reflection:	Sunday, Dec. 8	90 pts (22.5%)
Diversity Development reflection:	Sunday, Dec. 22	90 pts (22.5%)
Reflection team discussions:		90 pts (22.5%)
Attendance and participation:		<u>40 pts</u> (10.0%)
		400 pts

5. COURSEWORK

5.1. *Assignments*

The majority of the course grade is composed of three personal reflections. Each reflection is focused on a different element of development and is designed to connect the course material to an individual's business or organization. Details on the assignments are posted on the course Canvas page.

5.2. Discussions

The discussion grade will be broken into 30-point segments, one for each reflection paper. Early in the class students will be broken into teams, which will serve as a community to share and develop the ideas of the course segment and assignment. Details on the discussion guidelines are posted on the course Canvas page.

5.3. Attendance

Attendance is expected, but I understand that issues arise. Please talk with me about potential absences. The course runs from October 28 through December 20. The course will meet in person the following Thursdays: November 14, November 21, December 5, and December 19. Students will receive points based on attendance and active engagement in the four face-to-face course meetings.

6. SCHEDULE

6.1. Dates and Deadlines

A detailed outline for the course can be found on the course Canvas page. The outline includes all relevant readings, assignments, and due dates. The UWSP Academic calendar can be found here: <https://www.uwsp.edu/acadaff/Pages/AcademicCalendar.aspx>. This course does make use of the final exam week portion of the regular semester.

7. OTHER ADMINISTRATIVE DETAILS

7.1. ADA / Equal Access for Students with Disabilities

The American Disabilities Act (ADA) is a federal law requiring educational institutions to provide reasonable accommodations for students with disabilities. For more information about UWSP's policies, see: <https://www.uwsp.edu/datc/Pages/uw-legal-policy-info.aspx>

UW-Stevens Point will modify academic program requirements as necessary to ensure that they do not discriminate against qualified applicants or students with disabilities. The modifications should not affect the substance of educational programs or compromise academic standards; nor should they intrude upon academic freedom. Examinations or other procedures used for evaluating students' academic achievements may be adapted. The results of such evaluation must demonstrate the student's achievement in the academic activity, rather than describe his/her disability.

If modifications are required due to a disability, please inform the instructor and contact the Disability and Assistive Technology Center to complete an Accommodations Request form. The

Disability and Assistive Technology Center is located on the 6th Floor of Albertson Hall. For more information, call 715-346-3365 or visit: <https://www.uwsp.edu/datc/Pages/default.aspx>

7.2. *Inclusivity/Nondiscrimination Statement*

It is the responsibility of the instructor to present materials and activities that are respectful of diversity, such that students from all diverse backgrounds and perspectives be well-served by this course. No person shall be discriminated against because of race, ethnicity, color, age, religion, creed, gender, gender identity, sexuality, disability, nationality, culture, genetic information, socioeconomic status, marital status, veteran's status, or political belief or affiliation and equal opportunity and access to facilities shall be available to all. To address concerns regarding any of these issues please call 715-346-2606 or visit:

<http://www.uwsp.edu/hr/Pages/Affirmative%20Action/About-EAA.aspx>

7.3. *Religious Beliefs Accommodation*

It is UW System policy (UWS 22) to reasonably accommodate your sincerely held religious beliefs with respect to all examinations and other academic requirements. A direct link to this policy can be found here: https://docs.legis.wisconsin.gov/code/admin_code/uws/22

7.4. *Help Resources*

The Tutoring and Learning Center helps with Study Skills, Writing, Technology, Math, & Science. The Tutoring and Learning Center is located at 018 Albertson Hall. For more information, call 715-346-3568 or visit: <https://www.uwsp.edu/tlc/Pages/default.aspx>

If you need healthcare, UWSP Student Health Service provides student-centered healthcare that empowers and promotes wellness for all UWSP students. Student Health Service is located on the 1st floor of Delzell Hall. For more information, call 715-346-4646 or visit:

<http://www.uwsp.edu/stuhealth/Pages/default.aspx>

The UWSP Counseling Center is staffed with licensed mental health professionals dedicated to assisting students as they navigate difficult circumstances or resolve personal concerns. Therapy and consultation services are free of charge for registered students. The UWSP Counseling Center is located on the 3rd Floor of Delzell Hall. For more information, call 715-346-3553 or visit:

<http://www.uwsp.edu/counseling/Pages/default.aspx>

In addition to the support services provided by Student Health Service and the UWSP Counseling, there are also professional support services available to students through the Dean of Students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As such, an instructor may contact the Office of the Dean of Students if he or she senses that a student is in need of additional support beyond what the instructor is able to provide. For more additional information, please go to <http://www.uwsp.edu/dos/Pages/default.aspx>

UWSP students may also share a concern directly if they or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with

the academic or personal success and/or the safety of others. Please report any concerns of this nature at <https://www.uwsp.edu/dos/Pages/Anonymous-Report.aspx>

7.5. Emergency Response Guide

In the event of an emergency, follow UWSP's emergency response procedures. For details on all emergency response procedures, please go to <http://www.uwsp.edu/rmgt/Pages/em/procedures>

7.6. UWSP Community Bill of Rights and Responsibilities

UWSP values a safe, honest, respectful, and inviting learning environment. In order to ensure that each student has the opportunity to succeed, a set of expectations has been developed for all students, staff, and faculty. This set of expectations is known as the Rights and Responsibilities document, and it is intended to help establish a positive living and learning environment at UWSP. For more information, go to:

<https://catalog.uwsp.edu/content.php?catoid=10&navoid=422#section-1-communal-bill-of-rights-and-responsibilities>

7.7. University Attendance Policy

In addition to the course attendance policies determined by the instructor (noted above if applicable), the university provide standard guidelines by which students are to abide. All exceptions to the course attendance policy or the university guidelines should be documented in writing. A link to the university's attendance guidelines can be found at:

<https://www.uwsp.edu/regrec/Pages/Attendance-Policy.aspx>

7.8. University Drop Policy

You are expected to complete the courses for which you register. If you decide you do not want to take a course, you must follow the procedures established by the university to officially drop the course. If you never attend or stop attending a course and fail to officially drop, you will receive an F in the course at end of the semester. A link to the university's drop policy can be found at:

<https://catalog.uwsp.edu/content.php?catoid=11&navoid=431&hl=add%2Fdrop&returnto=search#Drop/Add/Withdrawal Procedures>

7.9. Academic Honesty

UW System policy (UWS 14) states that students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Students suspected of academic misconduct will be asked to meet with the instructor to discuss the concerns. If academic misconduct is evident, procedures for determining disciplinary sanctions will be followed as outlined in UWS 14. A direct link to this policy can be found here: https://docs.legis.wisconsin.gov/code/admin_code/uws/14

7.10. Grade Reviews/Appeals

A formal grade appeal, also known as a Grade Review, can be requested in instances when the student feels that he or she was not provided a syllabus with a grading scale in a timely manner (i.e., the end of the second week of classes) and/or the instructor did not stick with the grading scale published in the syllabus. Questions of whether or not the instructor appropriately graded

one or more of the course assignments, quizzes, exams, etc. are not matters to be decided by a formal grade appeal, but rather should be taken up with the instructor directly. Information on grade reviews can be found in the University Handbook, Chapter 7, Section 5. A link to the university's policies on non-academic misconduct can be found at <https://www.uwsp.edu/acadaff/Pages/gradeReview.aspx>

7.11. *Non-Academic Misconduct*

Information on non-academic misconduct can be found in Chapters 17 and 18 of the Student Rights and Responsibilities Document. A link to the university's policies on non-academic misconduct can be found at <https://www.uwsp.edu/dos/Pages/stu-conduct.aspx>.

7.12. *Confidentiality*

Learning requires risk-taking and sharing ideas. Please keep your classmates' ideas and experiences confidential outside the classroom unless permission has been granted to share them.

It is important for students to understand that faculty are required to report any incidents of maltreatment, discrimination, self-harm, or sexual violence they become aware of, even if those incidents occurred in the past, off campus, or are disclosed as part of a class assignment. This does not mean an investigation will occur if the student does not want that, but it does allow the university to provide resources to help the student continue to be successful.

7.13. *Sample Coursework Permission*

The instructor may wish to use a sample of your work or some of the feedback you provide on the course in future teaching or research activities. Examples: showing students an example of a well-done assignment; analyzing student responses on a particular question; discussing teaching techniques at a conference. If your coursework or feedback is used, your identity will be concealed. If you prefer not to have your work included in any future projects, please send the instructor an e-mail indicating that you are opting out of this course feature. Otherwise, your participation in the class will be taken as consent to have portions of your coursework or feedback used for teaching or research purposes.

7.14. *Revision Clause*

This syllabus, the provided schedule, and all aforementioned coursework, are subject to change. It is the student's responsibility to check the course website for corrections or updates to the syllabus. Any changes will be clearly noted in a course announcement or through email.