

COLLEGE OF BUSINESS MISSION STATEMENT

Through our shared commitment to excellence in teaching, research, and service, we prepare students to be skilled and ethical business professionals who will make significant positive contributions to organizations, to communities, and to our larger society.

VISION

The first choice for business education in Illinois

CORE VALUES

- We value excellence in instruction and enhanced student learning. The College of Business supports the Illinois State University tradition of excellence in teaching. We attempt to provide a holistic approach to learning, relying on excellent classroom teaching but reaching beyond to provide mechanisms for students to engage faculty, industry and each other through experiential learning and individualized attention.
- We value a dedication to knowledge creation. Intellectual contributions and the intellectual discipline required of high quality scholarship are directly related to excellence in the classroom and in our service activities. Most of the efforts of the faculty will fall in the area of discipline-based scholarship as currently defined, but we also value intellectual contributions in the areas of interdisciplinary research, learning and pedagogy, and contributions to practice.
- We value a commitment to citizenship in and service to our institution, state, and nation. Our commitment to a dynamic global business environment demands that we take an active role, both as individuals and as a college of business, in the institutional and public processes related to our disciplines.
- We value a culture of shared governance. We operate in an environment of shared governance and we commit ourselves to an active role in campus shared governance processes.
- We value balanced excellence in the classroom, in research and intellectual contributions, and in service to our institution, our disciplines, and to the local, state, national and international communities.
- We value high ethical standards, as embodied in our Standards of Professional Behavior and Ethical Standards. As a community of scholars and business professionals, we strive to embody the characteristics of responsibility, honesty, trust, respect, and fairness in our professional and personal lives.

LINKING THE MISSION, VISION, CORE VALUES, STRATEGIC GOALS AND ACTION STEPS

Our mission is who we are, who we serve, and why we exist. We strive to achieve our vision. Our core values are the foundation for determining our strategic goals. Our action steps are measureable and help track progress toward our strategic goals.

PROFESSIONAL STANDARDS

- All students in this course are expected to be familiar with and abide by the "College of Business Standards of Professional Behavior and Ethical Conduct."
- Please note that only bottled water may be consumed in the classroom wing of the College of Business Building and that all cell phones and other electronic devices should be turned off and stored away during classes, unless permission is otherwise granted by the instructor.
- Please refer to the following URL: <http://business.illinoisstate.edu/about/standards/>.

ACADEMIC INTEGRITY

Students enrolled in College of Business classes are expected to maintain high standards of ethical conduct within the classroom and when completing assignments, projects, and/or exams. Plagiarism and other forms of academic dishonesty such as cheating will not be tolerated. Students are expected to provide appropriate citations for non- original writing even if the original work is paraphrased. Penalties for plagiarism and other forms of academic dishonesty may be severe.

ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Any student in need of a special accommodation should contact the staff in the Office of Disability Concerns at 438-5853 or ableisu@ilstu.edu.

COURSE INFORMATION

Course: BE 141/FIL 141 – Personal Financial Literacy for the College Student (3 Credit Hours)
Section 05: **100% Asynchronous Online**

INSTRUCTOR INFORMATION

Instructor: Brice Seifert, Ph.D., Instructional Assistant Professor
Office: SFHB 419
Office Hours: **M & Th: 1-3** or by appointment
Phone/Text: (309) 525-5202 (cell) – **Remember to include your name!**
Email: bwseife@ilstu.edu (Send emails using your ilstu account; include subject header & **section**.)

COURSE MATERIALS	COURSE PREREQUISITES
Course materials are provided in the Canvas Modules.	Please refer to the course catalog.

COURSE DESCRIPTION

- **Personal Financial Literacy for the College Student** - This course is designed to develop the skills that promote financial responsibility in a global society by exploring the relationship between career and money management. No prerequisites.
- Note: This course does **NOT** satisfy the Illinois State Board of Education requirements for teacher licensure in the area of Personal Financial Literacy, Consumer Education, Consumer Economics, or any related courses. If you seek this license, please contact your advisor for guidance.

GENERAL EDUCATION LEARNING GOALS COVERED BY THIS CLASS:

- Facilitate the use of theories and concepts (both contemporary and enduring) to better understand technologies, diverse cultures, and the physical & natural world
- Foster the development of intellectual and practical skills to analyze data, make informed judgments, pursue research questions, and test hypotheses
- Practice ethical decision-making, think reflectively, and encourage personal & social responsibility.
- Identify and solve problems as well as transfer learning to novel situations

UPON COMPLETION OF BE 141, THE STUDENT WILL BE ABLE TO:

- Discuss career planning and management
- Calculate job related financial transactions
- Evaluate job related financial transactions
- Utilize money management techniques to plan personal finances
- Evaluation a financial institution to make an informed decision in selecting a financial institution
- Calculate future value
- Discuss the importance of saving using compound interest
- Utilize the services of a financial institution

GRADING

The final semester grade is derived from the following grading scale:

A	90% and above
B	80 – 89.9%
C	70 – 79.9%
D	60 – 69.9%
F	< 60%

COURSE MANAGEMENT – via Canvas

Technical support questions relating to Canvas should be addressed with the University Computer Helpdesk (309-438-HELP) or (www.helpdesk.ilstu.edu).

ASYNCHRONOUS (ONLINE) SESSIONS

- Online class sessions will be asynchronous (videos on-demand). You may watch the videos whenever you choose.

EXCUSED ABSENCE Criteria:

- **Official Dean of Students excused absences**
- **NCAA mandatory absences**
- **Academic Conferences (with a confirmation email from the advising professor)**
- **Doctor-issued medical documentation [must specify the absence period (e.g., 9/15 – 9/18) but need NOT specify the nature of the ailment/illness]**

COURSE REQUIREMENTS and EVALUATION

Assignment	Course Value (%)
Online Assignments	50%
Online Quizzes (15 quizzes)	50%
Grand Total	100%

Percentages are based on (points earned/points possible) x 100 within each assignment category (see example).

Example (actual points possible will likely be different)

Category	Points Earned	Points Possible	Earned/Possible %	Category %
Online Assignments	140	200	70%	(70%)(50%) = 35%
Online Quizzes	240	250	96%	(96%)(50%) = 48%
Final Course Grade	35% + 48% = 83% or B			

Online Assignments (50%)

- During the semester, a variety of **online** assignments will be posted on Canvas.
- In some instances, there will be more than one assignment in a given week.
- You will have a minimum of seven (7) calendar days to complete and submit it.
- Points awarded for these assignments will vary based on their complexity.
- Assignment Recovery Opportunity
 - At the end of the semester, you will have an opportunity to retake **five (5)** assignments in which you either missed or did poorly.
 - A retake assignment will be comparable to the original assignment.
 - There will be a **20% penalty** for each retake assignment. [e.g., if an assignment is worth **10** points, your highest retake grade would be **8**]

Online Quizzes (50%)

- There will be **15** weekly quizzes in Canvas (**every week** except during break).
- I strongly recommend that you put a **recurring weekly quiz reminder** in your phone.
- The number of questions each week may vary.
- Quizzes will be derived from course materials.
- Quizzes will be open for a minimum of 5 days (including weekends) and will expire on **Fridays at 11:59 pm**. (Being the beginning of the semester, the 1st & 2nd quizzes will expire on the 2nd Friday of the semester.)
- You may take the quizzes multiple times (prior to expiration) with your highest score recorded.
- In the unlikely event that you encounter a computer glitch, take a full screenshot of the problem and contact the IT Help Desk to seek resolution.
- After you complete the quiz **each week**, I also urge you to take a screenshot (no cropping) of your quiz score in case you encounter an **unlikely** problem with your quiz score being recorded in Canvas.
- If you did poorly or missed some quizzes during the semester, I will re-open **up to 3** quizzes for you at the end of the semester with the following stipulations:
 - You must notify me via email by the deadline (communicated via a Canvas announcement later in the semester).
 - In your email, stipulate which quiz or quizzes that you want to take/retake.
 - You will have one attempt (not unlimited attempts) for each quiz.

TENTATIVE COURSE CALENDAR

*Weekly online quizzes are **not** individually listed on this calendar.

Week of	Module	Scheduled Class Activities	Supplemental Info*
8/18	01	Introduction Goal Setting and Values	See Canvas for Course Details and Assignments
8/25	02	Career Exploration	
9/1	03	College Loans	
9/8	04	Landing a Job	
9/15	05	Acceptance Paperwork	
9/22	06	Paying Income Taxes	
9/29	07	Paying Other Taxes Health Insurance	
10/6	08	Filing a 1040 Tax Return	
10/13	09	Banking	
10/20	10	Buying Considerations Budgeting Getting and Using Credit	
10/27	11	Buying a Vehicle	
11/3	12	Home Loans and Renting	
11/10	13	Stocks, Bonds, ETFs, 10K Reports	
11/17	14	Retirement Planning	
11/24	Fall Break – No Class		No Quiz This Week
12/1	15	Course Review & Retakes	