



**SYLLABUS TEMPLATE**

*Revised 4 January 2023*

**REQUIRED CONTENT**

*Items listed in this first section are **REQUIRED** by the New York State Department of Education (NYSED). Any course submitted to them as part of a program proposal or change will be reviewed by them and the proposal will be rejected if this content is not included. Explanations of the requirements are provided in the text boxes to the right.*

**Department of Economics**  
**Economics 102, Principles of Economics, Macro**  
**Semester Year**  
**Section 01 (8:15 am – 9:10 am; MWF), Siena Hall 322**

**Instructor:** Dr. Joseph Smith  
**Office:** Siena Hall ???  
**Office hours:** by appointment; please call 783-XXXX  
**Contact:** 783-XXXX or [jsmith@siena.edu](mailto:jsmith@siena.edu)

Course meeting times are expected to be included in the syllabus.  
  
At the course level, the requirements for expected time on task must meet the requirements of and demonstrate compliance with the definition of *semester hour*.  
  
*Semester hour* means a credit, point, or other unit granted for the satisfactory completion of a course which requires at least 15 hours (of 50 minutes each) of instruction and at least 30 hours of supplementary assignments



**School of xxxx Mission Statement: (School website)**

**Course Description (from the catalog)**

Course description shall clearly state the subject matter and requirements of the course.



This course examines the foundations of economic theory as it relates to unemployment, inflation, and economic growth. Topics might include aggregate demand, aggregate supply, market equilibrium, national income accounting, theories of income determination, money and banking, and fiscal and monetary policies. (ATTR: ARTS or BUS; CAS, ISP, CDS)

**Credit Allocation** 3 Credits  
**Levels** Undergraduate

Specifying the credits allocated is a required element of the syllabus for New York State Education Department (NYSED).



**Course Attributes**

List course attributes with acronyms spelled out and major/minor/certificate requirements the course fulfills.

For example:

- Satisfies core CFH, Franciscan Concern Heritage
- Requirement in xxxxx major
- Elective in xxxxx minor

**Course Prerequisites**

None

Appropriate prerequisite knowledge and skill is a required element in the syllabus template for NYSED.





**SYLLABUS TEMPLATE**

**Student Learning Objectives/Outcomes**

By the end of the course, students should be able to:

**Course Outline**

The proposed outline is provided as a guideline only and may be altered as the semester progresses. Specific assignments will be made in each class. It is the student’s responsibility to know what has been assigned for each class.

The course needs to specify the course objectives/outcomes and these need to be of appropriate rigor. Overall, the syllabus needs to demonstrate that all work for credit is undergraduate- or graduate-level, of the appropriate rigor, and that credit will be granted only to students who have achieved stated learning objectives.

Week	Topics
1	Demand and Supply
2	Elasticity
3	Taxes
4	Welfare economics
5	Externalities
6	Costs
7	Competition
8	Monopoly
9	Game Theory and Oligopoly
10	International Trade
11	The Measurement of GDP
12	Measuring the Cost of Living
13	Unemployment
14	Monetary and Fiscal Policy
	Final Exam

**Readings**

Text:

Reserve Articles:

**Performance Evaluation**

*(Short description of each with amount it counts)*

Course learning goals are assessed through exams, homework, paper, presentation, and final exam.

- Exams %
- Homework %
- Paper %
- Presentation %
- Final Exam %

Inclusion of reading assignments and other work to be done outside class are helpful if the course is submitted to NYSED for their Associates to conclude that the definition of *semester hour* is being met.

NYSED is expecting at a minimum the grading breakdown for a particular course on the syllabus. Adding descriptions of the method of assessing student achievement, including the assessment rubrics (if any) is valued by NYSED.



## SYLLABUS TEMPLATE

Exams (%): Two exams will be given during the semester to assess student's accomplishment of the learning outcomes indicated. These exams will be objective, e.g. multiple choice, true/false, matching questions in addition to problems involving reading, case examples and evaluation.

Homework (%): There will be 10 weekly homework assignments due during the semester.

Paper (%): A research paper will be required. The paper will allow students to delve more deeply into one of the course topics. Students will deliver the paper in three phases: 1) an annotated bibliography of sources, 2) a draft of the completed paper, and 3) a final version of the paper. This phased approach will allow the instructor to provide students with feedback along the way instead of only at the end of the project.

Presentation (%): An in-class presentation of the student's paper will be required.

Final Exam (%): There will be a final cumulative exam to assess students' knowledge and understanding of the course material.

**Letter grades will be assigned using the following system:** (Describe the system being used.)

## RECOMMENDED CONTENT

*Items listed below are not required by NYSED but are strongly recommended.*

### Mode of Instruction

Describe the way in which the course will be delivered:

- Is it all in-person?
- Are there instructional technology components to be used during or outside of class time?
- Are some units delivered on line?
- Will group work outside of class be required and will that be in person or using technology, e.g., via Zoom?
- Will assignments be turned in via Canvas, will assignments be returned electronically?

Add anything here that will help the student understand how instruction will be done and expectations for their participation.

**My Teaching Methodology (Short description of style or characteristics used in class)**

**Policies (Short description of classroom practices)**

1. Attendance policy –
2. Late homework assignments –
3. Revising homework assignments –
4. Quizzes –
5. Make-up exam –
6. Missed presentations –



## SYLLABUS TEMPLATE

7. E-mail –
8. Quality of written work –
9. School closings –
10. Student athletes –

### 11. Academic Integrity Policy

Academic dishonesty will not be tolerated. Students who commit such acts expose themselves to punishments as severe as dishonorable dismissal from the College.

The following quote is from the Siena College Catalog:

*“Academic dishonesty can take different forms, including, but not limited to: cheating [dishonesty in a test situation], plagiarism [dishonesty in the presentation of written materials], and computer abuse. In any situation in which a student is unsure of what constitutes academic dishonesty, it is the student’s responsibility to raise the question with his or her instructor.”*

It is also each student’s responsibility to be familiar with the student guidelines on academic honesty, “Academic Integrity and the Siena Student,” which can be found in the student handbook on page 34 or at the following link on the website: <https://www.siena.edu/offices/academics/academic-policies-and-procedures/academic-integrity-policy/>

**Students suspected of violating academic integrity will be referred to the Academic Integrity Committee for final determination.**

### 12. Accommodations Policy

*Provide a statement in your syllabus requesting that students inform you about any special needs to ensure that the needs are met in a timely manner. Failure to advise students regarding services available may result in delay in accommodations, student academic failure and legal implications.*

*Do not permit any information about students with disabilities to be made public except at the request of the individual student.*

*Consider texts that have alternate formats available.*

*Post course material on your website.*

*Inform students about their rights to contact Ms. Lindsay Green in the office of Accessibility for requisition and accommodation. Inform students these procedures are confidential, non-retaliatory, prompt and impartial.*

*Inform students they may seek information and/or resolution about complaints from Dr. Michele Paludi, Coordinator of Section 504 and ADA. Inform students this process is confidential, non-retaliatory, prompt and impartial.*

*Sample Statement for Syllabi:*

In compliance with the Americans with Disabilities Act and with Section 504 of the Rehabilitation Act, Siena College is committed to ensuring educational access and accommodations for all its registered students.

I request that any student with a documented disability needing academic adjustments or accommodations speak with me during the first two weeks of class. All discussions will remain confidential. Students with



## SYLLABUS TEMPLATE

disabilities should also contact Ms. Lindsay Green, Director of the Office of Accessibility. Ms. Green's office is located in Foy Hall Room 109. Her phone number is: (518) 783-4239.

Complaints about services provided or not provided may be brought to the attention of Public Safety at (518) 783-2376 or Ms. Lois Goland, JD, Title IX Coordinator and Equal Opportunity Specialist. Ms. Goland is located in Room 235 of the Sarazen Student Union. Her phone number is (518) 782-6673.

### 13. Mental Health and Counseling Resources

For any number of reasons, you may become overwhelmed during your time at Siena. It is very common to experience symptoms of anxiety, depression or other mental health conditions. Fortunately, the Counseling Center, located in Foy Hall Room 110, is a resource to help overcome those potential challenges. You can make an appointment by stopping by, calling 518-783-2342, or requesting one online on the Siena Counseling Center [webpage](#). In addition, for urgent matters after 4PM, there is an on-call therapist who may be accessed by calling Public Safety at 518-783-2376.

### 14. Inclusive Classroom

In our Franciscan community, diversity is an invitation to celebrate the uniqueness of each individual, as well as the cultural differences that enrich us all. In this course, I will do my best to ensure that students from all backgrounds and perspectives will be served equitably. The diversity that students bring to this class will be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful and inclusive of the many identities of students in terms of gender, sexual orientation, disability, age, socioeconomic status, ethnicity, race, culture, perspective, and other background characteristics. Your suggestions about how to improve the value of diversity and inclusiveness in this course are encouraged and appreciated.

### 15. Preferred Pronouns

Students are asked to indicate their preferred pronouns by updating their profile in Canvas. The use of preferred pronouns is important to show respect for students' gender identities, and to recognize and validate students' right to choose their own names and forms of address. Please use preferred pronouns that other students display in oral and written comments to them during class discussions.

### 16. Reporting a Bias Incident or Sexual Misconduct

In any case of possible bias or sexual misconduct, either in the classroom or anywhere on campus, you are encouraged to file a report [online](#) (Search: Siena College Bias Report) or in person with [Lois Goland](#), Siena's Title IX/Title VII Officer, SSU 235, [518-782-6673](#), [lgoland@siena.edu](mailto:lgoland@siena.edu). Any Siena community member, who experiences or observes an incident of bias or misconduct, including faculty, staff and students, can file a report through this system. More information and resources around procedures dealing with [sexual misconduct](#) and [discrimination and harassment](#) are available online.

*Please note, faculty members are considered "responsible employees" at Siena College. As such they are required to report all known relevant details about a complaint of sexual misconduct to the College's Title IX Coordinator, including the names of anyone involved or present, date, time, and location.*

### 17. Emergency Preparedness

Take your text and a copy of the syllabus home with you along with your electronic devices in the event of a college closure. Continue with readings and assignments according to the course schedule; some assignments may be posted on Canvas or sent to you via e-mail. Check your email and Canvas pages for instructions about course delivery, for example, whether the course will be resumed online. If possible, online office hours will be established. Information regarding the status of the College's status and reopening schedule may be monitored on the Siena website, [www.siena.edu](http://www.siena.edu).