ol	The University of New Mexico Valencia Campus
se	BUSA1110 – Introduction to Business
ester	Fall 2025
Time	Tuesdays/Thursdays 10:30AM-12:45PM (100% Face-to-Face)
n	B120
uctor	Dr. Stephen Edward Takach Ph.D. (Strategic Management), MBA (International Management), BBA (Finance)
e	Business and Technology Building (B152) *(Instructor will likely be in this office or in classroom)*
l	set@unm.edu (Please only send email from your _____@unm.edu email account)
e Phone	505.925.8730 *(Please contact through email as office phone is rarely checked)*
e Hours	Tuesdays 7:00AM-8:00AM and 12:45PM-1:00PM in UNM-Valencia B210 (i.e., our classroom) (please see office hours on B152 office door)
ook	Main Text: Management, 10th ed., Richard L. Daft (ISBN-13: 9780538479530) Supplemental Text: Dear Mr. A ~ Letters Revealing the Secrets of an Entrepreneur [aka The Next Level Entrepreneur], George Black
se Purpose	Fundamental concepts and terminology of business including areas such as management, marketing, accounting, economics, personnel, and finance; and the global environment in wh they operate (i.e., to introduce business students to the complex role managers play in organizations.)
se Objectives	Students will learn about the four (4) functions of management and how they are utilized in the business environment. <u>Based on successfully completing BUSA1110 students should be able to:</u> 1. Explain how business and entrepreneurship affect the quality of life and the world around us. 2. Explain the characteristics of the different forms of business ownership. 3. Perform basic stakeholder analysis concerning accountability, ethics and social responsibility of business. 4. Demonstrate knowledge of the various dimensions of the business environment including political and legal, socio-cultural, environmental, diversity, economic, technological, and global. (i.e., CuCoSuLaMa & LISTEN) 5. Describe the purpose and functions of finance, operations, marketing, management, accounting, and information systems. 6. Demonstrate basic skills such as use of common business terminology, information search skills, presentation and writing skills, and team skills. 7. Describe the purpose and content of a business plan.
Grading and Assignments	Course grade will reflect student's performance on the Comprehensive Final Exam: **Comprehensive Final Exam: 100%** **A: 90-100%** **B: 80-89%** **C: 70-79%** **D: 60-69%** **F: 0-59%** **Your overall course grade will be the same as your score on the one (1) comprehensive final exam** *(i.e., if you get a 91% on the comprehensive final exam you will earn an "A" for the course; if you get a 73% on the comprehensive final exam you will earn a "C" for the course, etc.).* The comprehensive final exam will be taken in-person on Tuesday, October 9th, 2025 from 10:00AM-1:00PM The comprehensive final exam will cover Chapters 1-19 of the textbook The comprehensive final exam will have 100 multiple choice questions The comprehensive final exam will be closed book and closed notes *(i.e., all you can bring into the final exam is a pencil)*
-Up Tests	Make-up test will NOT be offered. Please ensure you attendance on the noted Comprehensive Final Exam day
ndance Policy	Students are required to attend class regularly. You must attend **all** class sessions to successfully learn the material required for the comprehensive final exam. Please note there is no way to make up a missed class session. ****As this is a "compressed" course (i.e., 8-week, 1-meeting per week) students missing more than two (2) in-class sessions will be dropped from the course.****
alencia Vision	***"Excellence in teaching, learning, and service to our community"***
mputer Lab Responsibility nt	Use of computer labs on UNM properties is governed by "Policy 2500: Acceptable Computer Use" which can be found at http://policy.unm.edu/university-policies/2000/2500.html. Food and drink are also prohibited in any computer lab on campus. Anyone violating these policies is subject to possible sus and loss of computer lab privileges
demic Dishonesty Policy	Having academic integrity is paramount to your success in any class. Plagiarism or cheating is not tolerated. Any instance of this will result in a grade of zero for that assignment. The link to the UNM Academic Dishonesty Policy: https://policy.unm.edu/regents-policies/section-4/4-8.html. The policy states: student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. Academic Dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of othe students. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.
e IX Statement	In an effort to meet obligations under Title IX: UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education (see pg. 15 - http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf). This designation requires that any rep gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, s https://policy.unm.edu/university-policies/2000/2740.html
dents with Disabilities nt	If you have a documented disability, the Equal Access Services office will provide me with a letter outlining your accommodations. I will then discuss the accommodations with you to determine the best learning environment. If you feel that you need accommodations, but have not documented your disat please contact Stacie Kirtley, the coordinator for Equal Access Services at 925-8560 or skirtley@unm.edu.

Week:	Class Schedule to Prepare for the BUSA1110 Comprehensive Final Exam
Week 1	Course Introduction (Syllabus/Handouts/Student Information Sheet)
	In-Class Informal Assessment
Week 2	Chapter 1 (Innovative Management for a Changing World)
	Chapter 3 (The Environment and Corporate Culture)
	Chapter 4 (Managing in a Global Environment)
Week 3	Chapter 6 (Managing Small Business Startups)
	Chapter 5 (Managing Ethics and Social Responsibility)
	Chapter 7 (Managerial Planning and Goal Setting)
Week 4	Chapter 8 (Strategy Formulation and Execution)
	Chapter 9 (Managerial Decision Making)
	Chapter 19 (Managing Quality and Performance)
Week 5	Chapter 10 (Designing Adaptive Organizations)
	Chapter 11 (Managing Change and Innovation)
	Chapter 12 (Managing Human Resources)
Week 6	Chapter 13 (Managing Diversity)
	Chapter 14 (Understanding Individual Behavior)
	Chapter 15 (Leadership)
Week 7	Chapter 16 (Motivating Employees)
	Chapter 17 (Managing Communication)
	Chapter 18 (Leading Teams)
	BUSA1110 Comprehensive Final Exam Preparation
Week 8	**IN-PERSON BUSA1110 COMPREHENSIVE FINAL EXAM (Chapters 1-19)** ****In-Person BUSA1110 Comprehensive Final Exam will be taken in our classroom on the following day and time **** Tuesday, October 9th, 2025
	[10:30AM-12:45PM (Mountain Time)]
	NO MAKEUP EXAM WILL BE OFFERED; PLEASE ENSURE YOUR ATTENDANCE