

Business Administration 3200

Free Enterprise Education

Spring Semester, 2012

Wednesdays 3:30 – 4:50 PM, Pound Auditorium

Dr. Wayne Plumly (229) 245-3825 Office Phone
216 Thaxton Hall (229) 245-0178 Home Phone
Valdosta State University (229) 259-5504 Office FAX
Valdosta, Georgia 31698-0075 e-mail: lwplumly@valdosta.edu
Office Hours: W 2:00 – 3:00 PM or by Appt.

SIFE Advisors contact information:

Mrs. Hilary Gibbs (229) 259-5503 Office Phone
106 Thaxton Hall (229) 563-2841 Mobile Phone
e-mail: hhgibbs@valdosta.edu

Mr. Jeff Shipley (229) 245-6573 Office Phone
Decision Center (229) 444-0796 Mobile Phone
e-mail: jkshiple@valdosta.edu

Ms. Diane Guess (229) 249-2621 Office Phone
LCOBA-Thaxton 3rd floor (229) 444-4901 Mobile Phone
Student Advising Center e-mail- dguess@valdosta.edu

Course Description and Objectives: *Supervised practical application of the principles of entrepreneurship and free enterprise. Although you may take this course as a one-semester course, this course supports SIFE in both the fall and spring semesters. This course will provide you with a greater understanding and appreciation of the American free enterprise system. In addition, you will enhance your team building, leadership, and communication skills which are necessary to thrive in a free enterprise system. You will create, organize, and execute projects in the local and regional communities. The course will better prepare you for competing and entering into your chosen career fields. The skills you gain will add value to your overall undergraduate education experience. Finally, the course provides you with opportunities for networking with community and business leaders. This course is open to all majors.*

Learning Outcomes:

- 1. Students will demonstrate an understanding and appreciation of the American free enterprise system.(VSU General Ed Outcomes #1)**
 - a. Students will create programs to teach others about how our free enterprise system works.**
- 2. Students will use computer and information technology. (VSU General Ed Outcomes #3, LCOBA Learning Outcome #7)**
 - a. Students will work with K-12 students and retirees teaching them basic computer and software knowledge.**

- b. Students will teach K-12 students robotics and use laptop computers for programming the robots.
- c. Students will use Internet technology (list server, website) to communicate on a daily basis.
3. Students will communicate effectively in creating and executing service-learning projects. (VSU General Ed Outcomes #4, LCOBA Learning Outcome #2 and #6)
 - a. Students must submit written project proposals. These proposals must effectively communicate the learning objectives of the project as well as the resources necessary to successfully execute the project.
 - b. Students must orally present these projects to the class. They must be able to generate enough interest in their project to secure sufficient resources.
 - c. Students must continually present project updates during class meetings and via the Internet.
 - d. Students must give a formal audio-visual multimedia presentation of their projects to various community service groups as well as to a panel of judges at regional and national competitions.
4. Students will demonstrate knowledge of ethics and teach others effective ways of resolving moral problems. (VSU General Ed Outcomes #8, LCOBA Learning Outcome #3)
 - a. Students will revise and sign a SIFE code of ethics. The code emphasizes moral responsibility and establishes behavioral guidelines.
 - b. Students will create programs to teach K-12 students the importance of ethical behavior in school and in the business world. They will teach K-12 student's ways that they can resolve ethical dilemmas.

Administrative Procedures: Classes will begin at 3:30 pm. We will discuss programs, develop job search skills, and have guest speakers. All seminars are mandatory. You may choose from several different paths to complete the course. The grade you earn in the course *will reflect* the path you choose and the *quality* of your work within the path. All the options are outlined below.

Special Needs: Students requesting classroom accommodations or modifications because of a documented disability must contact the Access Office for Students with Disabilities located in room 1115 Nevins Hall. The phone numbers are 245-2498 (voice) and 219-1348 (tty).

VSU policy on Course withdrawals: For undergraduate students only Effective Fall 2010, all undergraduate students are limited to five course withdrawal ("W") grades for their entire enrollment at Valdosta State University. Once a student has accumulated five "W" grades, all subsequent withdrawals (whether initiated by the student in BANNER or initiated by the instructor on the proof roll) will be recorded as "WF." The grade of "WF" is calculated as an "F" for GPA purposes.

The limit on withdrawals does not apply if a student withdraws from all classes in a given semester before the mid-term point of the semester. The following types of withdrawals do not count against the limit of five course withdrawal ("W") grades:

- Hardship withdrawals

- Medical or mental health withdrawals
- Military withdrawals
- Grades of “WF”
- Withdrawals taken in semesters before Fall Semester 2010
- Withdrawals taken at other institutions

Transfer students, regardless of their classification upon enrolling at Valdosta State University, are also limited to five withdrawals at Valdosta State University.

Attendance: Attendance will be taken at the beginning of each class session. If you are not in attendance at that point and come in later, then you need to see me after that class session to convert the absence to a late notation. We will have 15 class sessions. If you are absent more than three (3) classes, for whatever reason, you will automatically receive an F in the course. This policy complies with the 20% rule for absenteeism in the VSU catalogue. If you are consistently late, I will factor your tardiness into your final grade.

Grading: Your final grade for the course is calculated by summing your numerical scores for the activities described under the Course Contract section below.

- A – 90-100
- B – 80-89
- C – 70-79
- D – 60-69
- F – 59 and below

COURSE LAYOUT

I. SIFE Team Contribution 50 points

1. Make a major contribution towards completion of one approved project (a minimum of 25 hours).
2. Make reports of project progress and needs at SIFE meetings.
3. Attend project meetings

II. Resume & Mock Interview 20 points (Resume 10 pts.) (Mock Interview 10 pts)

The semester long program offers seminars on job search skills (interviewing, networking, resume preparation, proper dress and etiquette). You will construct a well prepared resume with the assistance of Ann Stone, Office of Career Services. You will participate in a mock interview. Ann Stone will notify instructor of all students that have completed final resume and mock interview. *Ann Stone must sign-off stating that you have completed all requirements for the seminars and assignments.*

III. SIFE- Above and beyond (Choose A or B) 15 points

- A. Serve as a chair of one SIFE approved project (must show that you have done substantial outside work and preparation for project in order to receive credit as a project chair). Chairs will be interviewed for by the assigned project director on SIFE’s leadership team.

B. Participate in additional SIFE projects outside your major contribution project (minimum of 20 additional hours-10 of these hours may come from Business Bites hours above the required 15 hours). **These extra hour opportunities will be presented at various times throughout the semester.**

IV. Business Bites Participation 15 points

You must have a minimum of 15 total hours working in SIFE's student run business, Business Bites. Business Bites is located in the student lounge area in the basement of Pound Hall. You must complete scheduled training and sign all required documents by Business Bites manager, Michael Oppel, prior to being eligible to gain hours. TRAINING IS MANDATORY

If you do not follow proper policies and procedures while working Business Bites, you are subject to no longer being able to work at Business Bites. This will be left to the discretion of the Business Bites SIFE advisor and manager. Business Bites is a real food service provider and therefore subject to all state and federal health code regulations. For this reason, you must follow proper procedure and your inability to do so will result in termination from this project.

Hours will be deducted each time a student fails to show up to work for their scheduled time.

Class Schedule and other important Dates:

The following schedule is subject to change.

January– Wed – 11th

**Introduction to SIFE-registration instructions
Syllabus Review**

Homework- Register for VSU SIFE at www.vsusife.org and register at SIFE USA at www.sife.org

January – Wed – 18th

**Sign up for projects
Business Bites Training**

Projects begin Monday, January 23rd

January – Wed – 25th

Regular SIFE meeting 3:30-4:00pm

****Resume Development and Writing: Ann Stone, Office of Career Services****

February– Wed – 1st
Regular SIFE meeting
Meet with project teams

February – Wed –8th
Regular SIFE meeting

****The In's and Don'ts of Interviewing: Ann Stone, Office of Career Services****
****Sign-up for Mock interviews****
Mock Interviews will be held at the Co-op Office, Powell Hall West, 2nd floor.

February– Wed – 15th
Regular Meeting
Meet with project teams

February- Wed- 22nd
Regular SIFE Meeting
Meet with project teams

February– Wed – 29th
Regular Meeting
Meet with project teams

****Networking: Ann Stone, Office of Career Services****
Follow-up on job search preparation by Ann Stone

SIFE annual golf tournament fundraiser- Friday, March 2nd

March– Wed – 7th
Regular Meeting

****Dress for Success and Etiquette Seminar: Ann Stone, Office of Career Services****

Spring Break –March 12th-16th

March– Wed – 21st
Regular Meeting
Meet with project teams

March– Wed – 28th
Regular Meeting
Meet with project teams

SIFE Regional Competition in Atlanta- Monday, April 2nd

April – Wed – 4th
Regular Meeting
Meet with project teams

April– Wed – 11th
Regular Meeting
Meet with project teams

April– Wed – 18th
Regular Meeting
Meet with project teams

April-Wed- 25th
Last meeting
Overview for National Competition

SIFE National Competition in Kansas City- May 22nd-24th

Student Opinion of Instruction survey (SOI)

As students in this class, at the end of the term, all of you will be expected to complete an online Student Opinion of Instruction survey (SOI) that will be available through Banner. You will receive a notification at your VSU e-mail address when the SOI is available, usually at least one week before the end of the term. SOI responses are anonymous, and as your instructor, I will be able to view only a summary of all responses two weeks after final grades have been submitted. Although I will not see individual responses, I will be able to determine who filled out an SOI and who did not. Complete information about SOIs, including how to access them and a timetable for this term, is available at <http://www.valdosta.edu/academic/OnlineSOIPilotProject.shtml>.