



School of Business and Communication

EC 203-01-1 Economic Literacy

Kieffer 9, TTH 2:30 – 3:30pm

Fall 2025

Instructor Information



Instructor: Dr. Wendy Lam (*aka Wonderful Wendy*)

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Office Location: Kieffer Hall, Room 20

Office Hours: TTH 12- 1:30pm

Communication

Kindly make an appointment for a meeting during office hours. Other meeting times can also be arranged if needed. Canvas mail or email is preferred.

Course Description & Materials

Catalog Course Description

This course provides an overview of microeconomics and macroeconomics and introduces the economic way of thinking to non-business major students. Special emphasis is given to understanding how economic concepts influence individuals' and organizations' daily choices. This course fosters the understanding and applying economic tools and core reasoning that underlies critical thinking, decision-making, and problem-solving to various personal, organizational, and social issues.

Time Allocation

This is a three-credit hour course requiring 135 clock hours of student engagement, per the official CUH Credit Hour Policy. Over the 15 weeks of this course, students will spend 45 hours in class, 30 hours working on assignments, 15 hours working on exercises, 10 hours studying for weekly quizzes, and 12 hours studying for and taking three exams. There will be an additional 3 hours of work required beyond what is listed here (course readings, homework assignments, etc.), averaging 2.2 hours each week.

Required Materials



Principles of Economics

By Dirk Mateer; Lee Coppock

Edition : 4TH 23

Publisher : NORTON CO

ISBN 13 : 8220131752216

Please check bookstore for the required textbook.

Canvas (<https://chaminade.instructure.com>)

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on Canvas. There will be a mixture of assignments in this course to allow you to apply the concepts learned in class.

Learning Outcomes

Program Learning Outcomes (PLOs)

Upon completion of Business program, the student will be able to:

- 1) Communicate effectively regarding business related tasks, in both oral and written modes
- 2) Select and use the appropriate quantitative tools for decision-making
- 3) Assess and create business strategy appropriate for organizations in specified business environments, including global and domestic markets
- 4) Discuss the legal obligations of organizations and the ethical dilemmas they face, along with appropriate frameworks for addressing these dilemmas
- 5) Discuss the distinctive features and challenges of conducting business internationally
- 6) Serve as an effective individual contributor to a group process and deliverable
- 7) Use business skills to promote service, justice and peace within community organizations

Course Learning Outcomes (CLOs)

Upon completion of EC 203, the student will be able to:

1. Describe supply and demand, elasticity, and macroeconomic indicators (e.g. GDP, inflation, unemployment) (exam)
2. Explain the impact of fiscal and monetary policy on the economy (problem set)
3. Differentiate between different competitive markets and their economic outcomes
4. Develop an economic way of thinking to explain microeconomic and macroeconomic phenomena

Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith.
2. Provide an integral, quality education.
3. Educate in family spirit.
4. Educate for service, justice and peace, and integrity of creation.
5. Educate for adaptation and change.

Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Ōlelo No'eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Ōlelo No'eau 364) May I live by God.
2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Ōlelo No'eau 1957) Acquire skill and make it deep.
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Ōlelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship.
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Ōlelo No'eau 1430) Education is the standing torch of wisdom.
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Ōlelo No'eau 203) All knowledge is not taught in the same school

Alignment of Course Learning Outcomes

	CLO 1	CLO 2	CLO 3	CLO 4
Marianist Values			5	5
PLOs	1	1	5, 7	
Native Hawaiian Values				5

Course Activities

Assessment

Assessment methods include exams, oral and written assignments, class discussions, class activities, and group work. Every effort will be made to return all student work in two-weeks after submission.

Quizzes

Chapter quizzes will be given in class. Please study and be prepared to answer the questions based on the time allowed. No make up quizzes without proper documentation for your absence, which must be provided prior to the absence if possible. A missed exam will count as zero.

Exams

Three exams will cover material from class lectures, class discussion, PowerPoint slides, and assigned readings. Exams may include multiple-choice, short answers and essay questions. There are no make-up exams without proper documentation for your absence, which must be provided prior to the absence if possible. A missed exam will count as zero. Late penalty for exam is 10 points deduction per day.

Assignments

Details for each assignment will be posted on Canvas. Please submit on or before due date to avoid late penalty.

Course Policies

Course Expectations

Your final grade will be based on your performance on exams, assignments, class participation, professionalism, and attendance.

Honest & Timely communication with me via e-mail is expected if any unexpected changes occur in your life.

Note: In case of class cancellation, you will be notified via Canvas and your Chaminade email. I **DO NOT** accept late work unless it was pre-arranged with proper documentation (e.g. doctor's note, university's official excused letter...).

Computer Proficiency Expectations

Students in this course are expected to be proficient in the following technology areas:

- Canvas LMS
- Chaminade email
- Microsoft Word (or other word processing software)

Course Attendance

Students are expected to attend daily and log in to Canvas daily to check for course announcements, materials, and assignments. Class begins on time. Excessive lateness will be counted as an absence from class.

Request for excused absences must include proper documentation (e.g. doctor's note, Chaminade's official excuse letter...) Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any unexcused absence of two consecutive weeks or more may result in being withdrawn from the course by the instructor.

Behavioral Expectations

You are expected to conduct yourself in a manner compatible with the college's function as an institute of higher learning. To uphold this principle in the face-to-face BUS classroom, no cell phones, or "side conversations" that disrupt the learning process or interfere with the primary activity are allowed. Laptop computers may be used for taking notes or engaging in class activities. Please refrain from surfing the Internet, or using your computer for anything other than classwork. Lastly, please silence your cell phones before entering class. Thank you in advance! Every student has the right to a respectful learning environment. In order to provide this right, students must take individual responsibility to conduct themselves in a mature and appropriate manner. I appreciate your serious approach to education.

Changes to the Syllabus

While the provisions of this syllabus are as accurate and complete as possible, your instructor reserves the right to change any provision herein at any time. Every effort will be made to keep you advised of such changes, and information about such changes will be available from your instructor.

Grading outside of Canvas

The faculty is responsible for correcting all submissions on Canvas. Please contact the faculty in advance if you cannot submit assignments on Canvas. It is the **students' responsibility** to check if the grade of an assignment is entered if the submission is not submitted on Canvas.

Challenging a Grade on an Individual Assignment

Should a student find at any point during the semester that they wish to challenge a grade they have received on an

assignment, they are welcome to do so. Following are the grade challenging guidelines:

- Students must wait 48 hours after receipt of their assignment before challenging the grade
- Grade challenges must be submitted in writing via email, in respectful and professional prose
- Students must articulate, based on the merits of their work (not on circumstances) and the guidelines of the assignment/rubric, why they feel their grade should be amended
- Students have up to 2 weeks to challenge an assignment grade if desired.

Students also retain the right to academic grievance for final course grades through standard Chaminade processes should they feel this step is necessary.

Late Work Policy

Assignment submission boxes will promptly close on due date & time. Late work is NOT accepted unless it was pre-arranged with proper documentation (e.g. doctor's note, university's official excused letter...). Assignments which are not submitted by their due date will receive an automatic zero. Please plan ahead so that you can submit assignments on time.

If you find that you are having technical difficulties, please contact the Chaminade IT Helpdesk for issues related to Chaminade technology. If you have documentation from the Helpdesk indicating that they have identified a problem with the technology, I will allow you to submit the assignment once a resolution has been reached at no penalty to you. If students are unsure of their home technology, they should plan ahead to use the computer lab on-campus in order to submit work in a timely manner.

Grades of "Incomplete"

Incomplete grades are reserved for cases of illnesses and other emergencies that cause a student to be unable to complete the course by the due date. In such cases, the instructor has the option of issuing an "incomplete" grade at the end of the semester. Requests for an "incomplete" must be accompanied by substantive documentation.

Writing Policy

APA Style writing will be used in this class. For more information about this writing style, please visit: <https://apastyle.apa.org/>

Instructor and Student Communication

Questions for this course can be sent via Canvas mail.

In-person or virtual meetings can be arranged. I will respond within 24 hours. If you do not hear back from me, please check your spam box and use another communication medium to contact me.

Cell phones, tablets, and laptops

Out of consideration for your classmates, please set your cell phone to silent mode during class. Students are encouraged to bring laptops or tablets to class as the instructor will assign online activities and readings that will require the use of a laptop or tablet. Laptops and tablets should not be misused, such as checking distracting websites. Use your best judgment and respect your classmates and instructor.

Attendance Policy

The following attendance policy is from the 2022-23 Academic Catalog.

Students are expected to attend regularly all courses for which they are registered. Students should notify their instructors when illness or other extenuating circumstances

prevent them from attending class and make arrangements to complete missed assignments. Notification may be done by emailing the instructor's Chaminade email address, calling the instructor's campus extension, or by leaving a message with the instructor's division office. It is the instructor's prerogative to modify deadlines of course requirements accordingly. Any student who stops attending a course without officially withdrawing may receive a failing grade.

Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any unexcused absence of two consecutive weeks or more may result in being withdrawn from the course by the instructor, although the instructor is not required to withdraw students in that scenario. Repeated absences put students at risk of failing grades.

Students with disabilities who have obtained accommodation from the Chaminade University of Honolulu ADA Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes.

Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review the options. Anyone who stops attending a course without official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

Student Conduct Policy

Campus life is a unique situation requiring the full cooperation of each individual. For many, Chaminade is not only a school, but a home and a place of work as well. That makes it a community environment in which the actions of one students may directly affect other students. Therefore, each person must exercise a high degree of responsibility. Any community must have standards of conduct and rules by which it operates. At Chaminade, these standards are outlined so as to reflect both the Catholic, Marianist values of the institution and to honor and respect students as responsible adults. All alleged violations of the community standards are handled through an established student conduct process, outlined in the Student Handbook, and operated within the guidelines set to honor both students' rights and campus values.

Students should conduct themselves in a manner that reflects the ideals of the University. This includes knowing and respecting the intent of rules, regulations, and/or policies presented in the Student Handbook, and realizing that students are subject to the University's jurisdiction from the time of their admission until their enrollment has been formally terminated. Please refer to the Student Handbook for more details. A copy of the Student Handbook is available on the Chaminade website. For further information, [please refer to the Chaminade Catalogue](#).

Grading Information

Determination of Grades

Exams (3 x 100 pt)	300 pt
Assignments (5 x 20 pt)	100 pt

Quizzes (10 x 10 pt)	100 pt
Attendance & Participation	<u>100 pt</u>
	600 pt

Final Grades

Final grades are submitted to [Self-Service](#):

- A = 540 and above
- B = 480 – 539.9
- C = 420 -479.9
- D = 360 – 419.9
- F = Below 360

Important Information

Academic Honesty

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism, in addition to more obvious dishonesty.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of Academic Division and may include an “F” grade for the work in question, an “F” grade for the course, suspension, or dismissal from the University.

For the most up to date information, please refer to the [Academic Honesty Policy](#) on the Chaminade University Catalog website.

Title IX and Nondiscrimination Statement

Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. For pregnant and parenting students, I am also obligated to provide you with similar resources for support and

protections available to you. My goal is to make sure that you are aware of the range of options available to you and have access to the resources and support you need.

Nondiscrimination Policy & Notice of Nondiscrimination

Chaminade University of Honolulu does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment. Inquiries about Title IX may be referred to the University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both and contact information may be found at the [Chaminade University Title IX Office Contact Information and Confidential Resources website](#). On-campus Confidential Resources may also be found here at [CAMPUS CONFIDENTIAL RESOURCES](#).

The University's Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: <https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/>.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the [Campus Incident Report form](#). Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates. The NOTICE of NONDISCRIMINATION can be found here: [Notice of Nondiscrimination](#).

CUH Alert Emergency Notification

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you provide a cellphone number, you will receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

Assessment for Student Work

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

Student with Disabilities Statement

Chaminade University of Honolulu offers accommodations for all actively enrolled students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (2008).

Students are responsible for contacting Kokua Ike: Center for Student Learning to schedule an appointment. Verification of their disability will be requested through appropriate documentation and once received it will take up to approximately 2–3 weeks to review them. Appropriate

paperwork will be completed by the student before notification will be sent out to their instructors. Accommodation paperwork will not be automatically sent out to instructors each semester, as the student is responsible to notify Kokua Ike via email at ada@chaminade.edu each semester if changes or notifications are needed.

Kōkua 'Ike: Tutoring & Learning Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check [Kōkua 'Ike's](#) website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click on Account > TutorMe. For more information, please contact Kōkua 'Ike at tutoring@chaminade.edu or 808-739-8305.

Schedule, Assignments & Due Dates

Wk	Dates	Topic	Due Dates
1	8/26	Welcome + Ch 1 Foundations of Economics	
	8/28		
2	9/2	Ch 2: Model Building & Gains from trade	
	9/4		
3	9/9	Ch 3: Supply & Demand	Q on Ch 2
	9/11		A1 due
4	9/16	Ch 4: Elasticity	Q on Ch 3
	9/18		
5	9/23	Ch 6: Price controls	Q on Ch 4
	9/25		A2 due
6	9/30	Ch 9: Competitive Market	Q on Ch. 6
	10/2		
7	10/7	Exam 1 (Ch 1-4, 6)	
	10/9	Ch 10: Monopoly	
8	10/14		A3 due
	10/16	Ch 12: Monopolistic Competition	Q on Ch 9
9	10/21	Ch 13: Oligopoly	
	10/23	Ch 19: Intro to Macroeconomics & GDP	Q on Ch 10
10	10/28		A4 due
	10/30	Ch 20: Unemployment	Q on Ch 12
11	11/4	Exam 2 (Ch 9-10, 12-13, 19)	
	11/6	Ch 21: Inflation	
12	11/11	Veteran's Day Holiday – No class	
	11/13	Ch 28: Federal budget	Q on Ch 20
13	11/18	Ch 29: Fiscal Policy	
	11/20		A5 due
14	11/25	Ch 30: Money & The Fed	Q on Ch 21
	11/27	Thanksgiving Holiday – No class	
15	12/2	Ch 31: Monetary Policy	Q on Ch 29
	12/4		
16 Finals wk	12/8 - 11	Exam 3 (Ch 20-21, 28-31) According to Final exam schedule	