EMPLOYEE BENEFITS AND RETIREMENT PLANNING
FIN 3355

Instructor: H. Swint Friday, Ph.D., CFP
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Email: Swint.Friday@tamucc.edu
Office: OCNR 316
Office Hours: MWF: 12:00-1:00am, MW 3:15–4:00pm; W: 6:00–7:00pm & 9:30–10:00 pm or by appointment


Course Description:
This course examines the essentials of retirement planning as well as employee benefit planning including group insurance plans and the characteristics of the various types of employee benefit plans: life, medical expense, disability, and retirement income.

Relationship to Other Coursework:
This course goes in conjunction with Investments, Security Analysis and Portfolio Management and Principles of Insurance to provide students with a comprehensive financial planning background.

Prerequisites: Junior standing or above.

Learning Objectives
1. Understand the role and purpose of employee benefits and retirement preparations in financial planning.
2. Explain the advantages of employee benefit provisions for both employers and employees.
3. Discuss the similarities, differences, advantages, and disadvantages of various types of employee benefits and retirement plans.
4. Describe the impact of government regulations and taxation on employee benefits and retirement plan choices.
5. Calculate retirement funding needs and select appropriate funding options for varying individual and family characteristics and circumstances.
6. Analyze a case situation and select employee benefit and retirement plan options.

Instructional Methodology:
Lectures are supplemented by class discussion, handouts, questions and answer sessions, case studies.

Performance Evaluation and Grading:
Three quasi cumulative exams are administered. Test materials will come from lecture notes, the text, assigned readings, homework, and class discussion. Test format is primarily multiple choice; questions will emphasize understanding and application of concepts and topics covered.

Grades will be assigned based on the following weights:

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<thead>
<tr>
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<th>Weight</th>
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<tbody>
<tr>
<td>Exam 1</td>
<td>25%</td>
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<tr>
<td>Exam 2</td>
<td>25%</td>
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<tr>
<td>Exam 3</td>
<td>25%</td>
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<tr>
<td>Homework, Participation, and Quizzes</td>
<td>25%</td>
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The standard alphabetical grading scale is employed:
- A 90 – 100
- B 80 - 89.9
- C 70 – 79.9
- D 60 - 69.9
- F 0 - 59.59

I expect everyone to follow all rules of common courtesy during classroom lecture and discussion. The presence of cell phones and pagers as well as other disruptive items or actions are prohibited in the classroom. If the disruptive or inappropriate behavior persists, action will be taken to have the party removed from the course.
Oral and Written Communication Requirements:
Effective written communication is also necessary for exams. Students are expected to participate actively in class discussion of the topics and issues covered in the course, and will be rewarded through their class participation grade for doing so.

Technological Applications:
Students are required to use computer applications, computer databases, and online information services for this course.

Ethical Perspectives:
Ethical behavior and professional responsibility in advising clients regarding choices in employee benefits and retirement plans is fundamental to the employee benefits field.

Global Perspectives:
The employee benefits apply to all.

Diversity:
The course is relevant to those whose interests follow the area of industrial relations, the purveyors and administrators of employee benefit plans, and the entire field of management dealing with personnel and wage-related functions.

Political, Social Legal, Regulatory, and Environmental Perspectives:
The area of employee benefits and retirement planning is a major concern of all Americans and people from around the globe. Consequently, there is a great deal of legislation and political activity addressing employee benefits and providing incentives for retirement planning.

Attendance Policy:
Class attendance is mandatory. To account for missed class participation, students will lose 1 point from their final course grade for each absence past the third absence (1 absence = 3 classes for night sections). Late arrivals or early departures will be considered one-half an absence. In addition, students will be rewarded for attendance through their class homework and quiz participation score.

ADA Compliance
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Services Office at (361) 825-5816 or visit the office in Driftwood 101.

Student Ethics Code
This course, and all other courses offered by the College of Business (COB), requires all of its students to abide by the COB Student Code of Ethics (available online at www.cob.tamucc.edu) Provisions and stipulations in the code are applicable to all students taking College of Business courses regardless of whether or not they are pursuing a degree awarded by the COB.

Academic Honesty:
University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Students are subject to penalty for all forms of cheating including forgery and plagiarism. Please refer to the Texas A&M University-Corpus Christi Student Handbook for a full discussion of University policy on academic integrity and honesty.
## Preliminary Course Schedule – Spring 2012

<table>
<thead>
<tr>
<th>Contact</th>
<th>Chapter</th>
<th>Topic</th>
<th>Date</th>
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<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Introduction to Retirement Planning</td>
<td>1/11/2012</td>
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<tr>
<td>2</td>
<td>2</td>
<td>Retirement Accumulations and Distributions</td>
<td>1/11/2012</td>
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<tr>
<td>3</td>
<td>3</td>
<td>Qualified Plan Overview</td>
<td>1/18/2012</td>
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<tr>
<td>3</td>
<td>4</td>
<td>Qualified Pension Plans</td>
<td>1/25/2012</td>
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<tr>
<td>3</td>
<td>5</td>
<td>Profit Sharing Plans</td>
<td>2/1/2012</td>
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<td>6</td>
<td>Stock Bonus Plans and Employee Stock</td>
<td>2/8/2012</td>
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<td></td>
<td>7</td>
<td>Distributions from Qualified Plans</td>
<td>2/22/2012</td>
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<td>8</td>
<td>Installation, Administration, and Termination</td>
<td>2/29/2012</td>
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<td>9</td>
<td>IRAs and SEPs</td>
<td>3/7/2012</td>
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<td></td>
<td>10</td>
<td>Simple, 403(b) and 457 Plans</td>
<td>3/21/2012</td>
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<td>1</td>
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<td>Exam I</td>
<td>2/15/2012</td>
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<td>2</td>
<td>11</td>
<td>Social Security</td>
<td>3/28/2012</td>
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<tr>
<td>3</td>
<td>12</td>
<td>Deferred Compensation and Nonqualified Plans</td>
<td>4/4/2012</td>
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<tr>
<td>3</td>
<td>14</td>
<td>Employee Benefits: Group Benefits</td>
<td>4/18/2012</td>
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<td>2</td>
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<td>Course Review</td>
<td>4/25/2012</td>
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<td>Exam III</td>
<td>4/25/2012</td>
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<tr>
<td>2</td>
<td></td>
<td>Final Exam</td>
<td>As Scheduled</td>
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<tr>
<td>45</td>
<td></td>
<td>Total contact hours</td>
<td>As Scheduled</td>
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### Spring Semester 2012

- **January 9, 2012**: Monday Faculty Meeting
- **January 11, 2012**: Wednesday Classes begin
- **January 16, 2012**: Monday Martin Luther King Jr. Holiday
- **January 19, 2012**: Thursday Last day to register or add a class
- **March 12-16**: Monday-Friday Spring Break
- **March 30, 2012**: Friday Last day to drop a class
- **April 30, 2012**: Monday Last day to withdraw from the University
- **May 1, 2012**: Tuesday Last day of classes, last day to apply for August 2012 graduation
- **May 2, 2012**: Wednesday Reading Day
- **May 3-4, 2012**: Thursday-Friday; 7-9
- **May 7-9, 2012**: Monday-Wednesday Final examinations
- **May 10-11, 2012**: Thursday-Friday Grading days
- **May 12, 2012**: Saturday Spring Commencement