Risk Management & Insurance Course Syllabus – Spring, 2016

Course Number: FINA 3351 Risk Management & Insurance   Class Time – Wed 4:20 – 7:00 p.m.

Class Location:  OCNR 135

Instructor:  Mr. Allen Borden, CIC, CPCU

Instructor’s Business Office:  210 S. Carancahua, Suite 400, Corpus Christi, Texas  78401

Phone:  Office: 361-693-1752   Cell: 361-946-0176

Email:  aborden@bordenins.com (Instructor does not use TAMUCC email)

Office Hours: ½ hour after scheduled class time in OCNR 379 and by appointment


Rejda and McNamara

Course Prerequisites:  Junior Standing or above.

Course Description:  An introduction to basic risk management and the fundamentals of controlling risk personally and in a business setting with a broad based study of the more common insurance coverages.

Learning Objectives:  Upon completion of the course, students will be able to

- Understand basic insurance terminology and vocabulary.
- Discuss the methods to handle risk
- Discuss the principals of the risk management process and use risk management tools
- Understand the various types of insurance carriers and how they operate
- Discuss the role of government in insurance
- Explain the basic fundamental legal principles and liability risks
- Analyze insurance policies and contracts
- Understand the fundamentals of life insurance and health insurance
- Understand personal insurance such as auto and homeowners insurance
- Learn Commercial forms of insurance coverage
- Learn to prepare a risk map and associated risk management analysis for businesses and families

Relationship to Other Courses:  This course serves finance majors and minors by providing students a broad understanding of insurance and risk management.
**Instructional Method:**
Lectures supplemented by class discussion, handouts, videos and real life examples.

**Performance and Evaluation:**

**Exams:** Three major exams will be given. Students must bring a Scantron (882ES) and #2 pencils. The exams will be based upon text, handouts, lectures and class discussions. An optional comprehensive final exam comprised of 100% objective questions also will be offered at the end of the semester.

**Make-Up Exams:** No make-up exams will be offered except when arranged with the instructor a week in advance of the exam date. If an exam is missed, the student may take the optional comprehensive final exam in order to make up the missed grade. Additionally, the comprehensive final is an option for any student desiring to substitute it for the lowest test grade on the three regular exams or for the Quiz score below.

**Quizzes:** Eleven (11) short quizzes (5 questions each) will be given at the end of each class in order to provide feedback on the understanding of the material. The quizzes will relate to material covered during that class period. The lowest quiz score will be deleted and the average of the remaining ten (10) scores will count as an additional exam grade.

**Grading:**
The three regular exams will count for 75% of the final grade, and the average of the quizzes/class assignments will count for 25% of the final grade. As noted above, the optional comprehensive final exam can be used to replace the lowest of the regular exam grades or the quiz average. The letter grade will be determined based on the percentage earned of total points possible, as follows: A: 90-100%; B: 80-89.9%; C: 70-79%; D: 60-69%; F: < 60%. In some instances, a curve may be applied in determining letter grades.

**Participation and Attendance:** Attendance and class participation will be a determining factor for final grades, particularly in borderline cases. Attendance will be taken each class and noted. Participation in class discussion and responsiveness to questions from the instructor will be noted as well. Zeroes earned on exams, quizzes, and assignments due to absences may significantly influence final grades. For expected or planned, TAMU –CC approved, absences involving an exam, it is the student’s responsibility to notify the instructor and make other arrangements to take the exam.

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<thead>
<tr>
<th>Grading will be assigned as follows:</th>
<th>The standard alphabetical grading scale is employed where:</th>
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<tbody>
<tr>
<td>Exam 1 25%</td>
<td>A  90 – 100</td>
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<tr>
<td>Exam 2 25%</td>
<td>B  80 - 89.9</td>
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<tr>
<td>Exam 3 25%</td>
<td>C  70 - 79.9</td>
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<tr>
<td>Short Quizzes 25%</td>
<td>D  60 - 69.9</td>
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<td>F  Below 60</td>
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**Academic Honesty/Plagiarism:** University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating such as illicit possession of examinations or examination materials, falsification, forgery, complicity, or plagiarism (the presentation of the work of another person as one’s own work). Academic misconduct may result in disciplinary action.
Dropping a Class:

I hope you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be certain it is in your best interest.

Should dropping the course be the best option available for you, you must initiate the process to drop the course by going to the Student Services Center and fill out a course drop form. Merely stopping attendance of the class will not automatically result in your being dropped from the course. Friday, April 10, 2016 is the last day to drop a class with an automatic grade of “W” for this term.

Classroom Professional Behavior:

Texas A&M University - Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class, or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction as outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forms including classroom, electronic classrooms, labs, discussion groups, field trips, etc.

Grade Appeals:

As stated in University Rule 13.02.99, C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss it with the instructor.

For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process see University Rule 13.02.99, C2, Student Grade Appeals, and University Procedure 13.02.99, C2.01, Student Grade Appeals. These documents are accessible through University Rules Web Site at http://www.tamucc.edu/provost/university rules/index.html

For assistance or guidance in the grade appeals process, students may contact the Office of Student Affairs.

Disabilities/ Accommodations:

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 for their disability. If you believe you have a disability requiring accommodation, please call Disability Services at 361-825-5816 in Corpus Christi Hall (CCH) 116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance (361-825-5816).
Anticipated Class Schedule – Spring 2016

Jan 20  Chapter 1 – Class Introduction and Risk & its treatment

Jan 27  Chapter 3 – Introduction to Risk Management
        Chapter 4 – Advanced Risk Management

Feb 3  Chapter 2 – Insurance and Risk
       Chapter 5 – Types of Insurance Marketing

Feb 10  Chapter 6 – Insurance Company Operations
       Chapter 7 – Financial Operations of Insurance Companies
       Chapter 8 – Government Regulation of Insurance Industry

Feb 17  Examination on UNIT #1

Feb 24  Chapter 9 – Fundamental Legal Principals
       Chapter 10 – Analysis of Insurance Contracts

Mar 2  Chapter 19 – Liability Risks
       Chapter 11 – Life Insurance
       Chapter 16 – Health Insurance

Mar 9  Chapter 20 - Homeowners Insurance Part 1
       Chapter 21 – Homeowners Insurance Part 2

Mar 16  Spring Break – No Class

Mar 23  Examination on UNIT #2

Mar 30  Chapters 22 & 23 Personal Auto

Apr 6  Chapter 24 – Personal Flood, Texas Windstorm, and other personal coverages

Apr 13  Chapter 25 – Commercial Property
        Chapter 26 – Commercial Liability

Apr 20  Chapter 27 – Commercial Crime and Surety

Apr 27  Examination on UNIT #3

May 4  Reading Day – No Class

May 11  Optional Final