Texas A&M University - Corpus Christi

College of Business

Risk Management & Insurance Course Syllabus – Fall, 2017

Course Number: FINA 3351 Risk Management & Insurance  Class Time – Tuesday 4:20 – 6:50 p.m.

Class Location: OCNR 132

Instructor: Mr. Allen Borden, CIC, CPCU

Campus Office: OCNR 379

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 send all correspondence to his business email)

Office Hours: Instructor is available for meetings or conferences at his business office in the Borden Building at 210 S. Carancahua in downtown Corpus Christi or at his campus office in O’Conner 379. Call or email to set up a meeting time and place.


Note: One copy of the textbook is on reserve in the TAMU-CC Library

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
- A discussion on Life, Health, and Disability Insurance
- A discussion about Employee Benefit Programs and Employee Retirement Plans
- Explain the basic fundamental legal principles and liability risks
- Analyze insurance policies and contracts
- Primary Disaster Planning and Recovery
- 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 on 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 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 the Quiz score below.

**Quizzes:** Eleven (12) short quizzes (5 questions each) will be given at the end of each class to provide feedback on the understanding of the material. The quizzes, valued at 2.5 points for each quiz, will relate to material covered during that class period. The lowest quiz score will be deleted, and the total of the remaining ten (11) scores will count as an additional exam grade for a maximum score of 25.

**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%; 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 in advance.

<table>
<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></td>
<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 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. Wednesday, November 15, 2017, 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. 

Smart Phones and Cell Phones

The use of a Smart Phones and/or Cell Phones during class without prior approval is prohibited by this professor. Any violation of this rule could lead to the student being asked to leave the class. If the violation occurs during a quiz or exam, the exam will be picked up, and the student will receive a zero on the quiz or test.

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 – Fall - 2017**

<table>
<thead>
<tr>
<th>Date</th>
<th>Chapters</th>
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<tbody>
<tr>
<td>8/29</td>
<td>Chapter 1 – Class Introduction and Risk &amp; its treatment</td>
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</tbody>
</table>
| 9/5  | Chapter 3 – Introduction to Risk Management  
|      | Chapter 4 – Advanced Risk Management |
| 9/12 | Chapter 2 – Insurance and Risk  
|      | Chapter 5 – Types of Insurance Marketing |
| 9/19 | Chapter 6 – Insurance Company Operations  
|      | Chapter 7 – Financial Operations of Insurance Companies |
| 9/26 | Examination on UNIT #1 |
| 10/3 | Chapter 8 - Government Regulation of Insurance Industry  
|      | Chapter 9 – Fundamental Legal Principals  
|      | Chapter 10 – Analysis of Insurance Contracts |
| 10/10 | Chapter 11 & 15 – Life Insurance and Health Care |
| 10/17 | Chapter 16 – Employee Benefits  
|      | Chapter 17 – Employee Retirement Plan  
|      | Chapter 19 – Liability Risk |
| 10/24 | Chapter 20 - Homeowners Insurance Part 1  
|      | Chapter 21– Homeowners Insurance Part 2 |
| 10/31 | Examination on UNIT #2 |
| 11/7  | Chapters 22 & 23 Personal Auto |
| 11/14 | Chapter 24 – Personal Flood, Texas Windstorm, and other personal coverages |
| 11/21 | Chapter 25 – Commercial Property  
|      | Chapter 26 – Commercial Liability |
| 11/28 | Chapter 27 - Commercial Crime and Surety |
| 12/5  | Examination on UNIT #3 |
| 12/12 | Optional Final |