West Texas A&M University
College of Business
Finance 3335, Risk Management Spring 2009

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Office Hours Spring 2008

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
<td>8:00-9:00</td>
<td>1:00-2:00</td>
<td>8:00-9:00</td>
<td>By Appt.</td>
<td>1:00-2:30</td>
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COB Mission Statement

The mission of the College of Business is to provide high quality undergraduate and graduate business education with a global perspective and ethical awareness. We accomplish this through emphasis on excellence in teaching, which is strengthened by faculty scholarship and supported by professional service.

COB Learning Goals

1. Functional Business Knowledge: Students will demonstrate proficiency within each core business discipline: accounting, economics, finance, marketing, management, statistics, and computer information systems.
2. Communication Skills: Students will demonstrate competency in writing, speaking, and technology communication.
3. Micro Business Environment Skills: Students will demonstrate critical thinking, the ability to analyze business situations, and comprehension of business ethics.
4. Macro Business Environment Skills: Students will demonstrate comprehension of domestic issues, international issues, cross-cultural issues, and teamwork applications.

Course Description and Objectives and Map to COB Learning Goals

This course provides a decision-oriented overview of risk management in modern organizations. The most basic objectives of the course are to provide you with a broad introduction to risk concepts, the role of risk in society (life) and in the firm, and the various factors that influence risk management decision making. Like other introductory survey courses, you will be exposed to and expected to learn the "language of risk management" (that is, terms, concepts, and frameworks) used by practicing risk managers. However, it is also expected that by the end of the course you will have a solid understanding of the major decision areas under risk management responsibility, the basic interrelationships of those decision areas, and an appreciation of how to apply key frameworks and tools for analyzing situations involving risk management.

In combination, then, the course should help you to develop insight from a comprehensive perspective of financial, legal, and operational aspects of commercial risk management and insurance processes as practiced in business and industrial settings.

The basic objectives for this course are:
- Students will gain an understanding of Risk Management as a major function within the personal and corporate framework.
- Improvement of your communication and information handling abilities.

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COB Learning Goals and Objectives: Critical Thinking, Communication

- Familiarization with the principles of risk and insurance.

COB Learning Goals and Objectives: Critical Thinking, Communication, Global Perspective

- Preparation for the presentation of assignments by visually, verbally, and nonverbally communicating your information using the risk management principles discussed in class and in your textbook.

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**COB Learning Goals and Objectives: Critical Thinking, Communication, Global Perspective**

*These objectives can only be achieved through a joint effort:* I will work to stimulate your interest and learning in these areas, but you will be expected to display initiative and a program of self-study as well. In that sense, a complementary objective of the course is to provide you with an environment that will encourage and reward your own intellectual effort, while simultaneously maintaining rigorous standards that identify those who are motivated to pursue excellence in their own educational preparation for a business career.

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**Syllabus**

**Required Text**

**Risk Management and Insurance**


Publisher: McGraw Hill Companies: 2004

Format: Hardback; 672 pp

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**Course Requirements and Points**

<table>
<thead>
<tr>
<th>Course Areas</th>
<th>Description</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Exam I*</td>
<td>50 Questions Multiple</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Choice</td>
<td></td>
</tr>
<tr>
<td>Exam II*</td>
<td>50 Questions Multiple</td>
<td>15</td>
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<tr>
<td></td>
<td>Choice</td>
<td></td>
</tr>
<tr>
<td>Final Exam*</td>
<td>50 Questions Multiple</td>
<td>15</td>
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<tr>
<td></td>
<td>Choice</td>
<td></td>
</tr>
<tr>
<td>Assignments</td>
<td>Extended Learning Activities</td>
<td>30</td>
</tr>
<tr>
<td>Active Class Participation</td>
<td>(ACP) Random class work, groups, interaction.</td>
<td>10</td>
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</tbody>
</table>

*Please Note: No make-up exams or ACP will be allowed.

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**Grading System**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100 Total Points</td>
</tr>
<tr>
<td>B</td>
<td>80-89 Total Points</td>
</tr>
<tr>
<td>C</td>
<td>70-79 Total Points</td>
</tr>
<tr>
<td>D</td>
<td>60-69 Total Points</td>
</tr>
<tr>
<td>F</td>
<td>X-59 Total Points</td>
</tr>
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**Communication**

This course will be taught as a hybrid, meaning you will need to access WTClass (AKA Angel, Distance Learning, etc.) for purposes of communication, assignment delivery and submission, calendar, and supplemental course content. It is your responsibility and duty to check the WTClass Portal frequently for updates, information, and FAQ’s.

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All course related email communication will need to take place from within the WTClass portal. I will make every effort to return your email within 24 business hours.

**Attendance**

Please note I do not require attendance in accordance to WTAMU policy, however, **students should be expected to be in class everyday ready to participate and discuss relevant course material** as it relates to business and society. I do require as part of the grade, **Active Class Participation (ACP), also referred to as Learning Activities**; your chance to secure 10 points on your overall FIN 3335 semester class average. Several times throughout the course you will be given the opportunity to interact with your classmates. These ACP opportunities occur randomly as course content dictates. Due to the dynamic nature of ACP, no makeup ACP can be granted or allowed—it’s about the experience.

**Figuring Your Grade**

All grade communication and feedback will be given via the WTClass Information Portal. This course will utilize the grade book feature to provide quick feedback on assignment and exam scoring. Please note that the online grade book tool is a snap shot of your current earned course grade based on the weighted average of grading components—un-graded or non submitted items will show as zeros.

**Figuring the grade, an example:**

Exam I, you scored 90, Exam II, you scored 88, Final Exam you scored 100 (You Rock!)

Average the three exam scores, 93 in this case. **Multiply** 93 by .60, for 56 weighted points.

Next **add in your assignments weighted average**. For example, if your homework average is 90, multiply by .30 to yield 27 weighted points.

Finally **add Active Class Participation points**. Scale of 0-10 based on your respective participation level. For this example, you were perfect, so add 10 weighted average points.

**Summary:** Exams 56, Assignments 27, ACP, 10 = 93 (A for the course).

**Student Assignments**

Homework herein referred to as **Extended Learning Activities (ELA’s)** (30 total semester points), will be assigned randomly throughout the semester. I refer to these as **"extended"** due to the fact that I am looking for you to spend ample time in the development and execution of the learning project. It is expected that all assignments will be typed, unless otherwise noted, and submitted as required by the due date via the submission drop-box provided within the WTClass Portal. You should utilize a writing style that best accentuates your respective discipline, for business majors **APA style is suggested**. Should you require more information outside your textbook for a certain homework assignment, please see the reference materials list following this syllabus. Due to the nature of this fast paced semester, **NO late assignments** will be accepted.

**A Note on Plagiarism**

When outside information is utilized within an assignment, **please pay special attention and be cognizant of the sourcing requirements of such information**. Keep in mind, your opinion, is only as good as an opinion until you justify your stance with solid academic information and or data. For more information on what is and what is not plagiarism, please see the Code of Student Life available from the WTAMU web site. For more information on the proper citation of information utilized, please see the WTAMU Library web site. Plagiarism in my classes **WILL NOT** be tolerated and can result in your expulsion from college. More information on academic dishonesty is given below.

**A Note on Cell Phones and other Electronic Devices**

Please be courteous to all students by refraining from the use of Cell phones and other electronic devices during class. Cell phone ringers should be set to **either silent or vibrate mode** when class begins. Laptop © 2009 De’Arno De’Armond, WTAMU, All Rights Reserved. **Syllabus subject to change without prior notice.**
computers are permitted for use during class for the purpose of note taking and or following along with content. The use of cell phones and other electronic devices for the purpose of text messaging is prohibited during the delivery of course content and lecture. I know my class is exciting and you just can’t wait to let all your friends know about it, however, please do so before or after class ends.

**PLEASE NOTE:**

West Texas A&M University seeks to provide reasonable accommodation for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student’s responsibility to register with Disability Support Services and to contact the faculty member in a timely fashion to arrange for suitable accommodation.

Students are prohibited from selling (or being paid for taking) notes during this course to or by any person or commercial firm without the express written permission of Professor De'Armond.

**Terms of Use**

A student's continued enrollment in this course signifies acknowledgment of and agreement with the statements, disclaimers, policies, and procedures outlined below and elsewhere in the WTClass container.

**College of Business Writing Component (as applicable)**

Students earning a BBA degree must complete at least one course with a writing component outside of their major as part of the business core requirements. The College of Business writing component is a requirement in the following courses: ACCT 3311, ACCT 4315, IDM 2310, ECON 4321, ECON 4361, FIN 3350, FIN 4321, MGT 4333, MGT 4370, MKT 3342, MKT 3350. Students in a writing component course are explicitly required to demonstrate knowledge of communication skills. Specific objectives may include but are not limited to the following concepts put forth by the National Business Education Association: (1) ability to organize a written and an oral message coherently and effectively, (2) ability to use technology for communication, (3) ability to research a topic, prepare a report, and present the findings to all organizational levels, and (4) ability to demonstrate critical-thinking skills. Specific course requirements and the role of the writing component with respect to student grading policy are at the discretion of the course instructor of record.

**Technology Requirements**

All technological requirements for the successful completion of this course are the responsibility of the student, including access to a working computer with broadband internet connection and state-of-the-art security. The student is responsible for all technological problems not related to WTAMU, including but not limited to equipment failures, power outages, and internet breakdowns. Furthermore, students are responsible for all necessary technical and operational skills for completing this course, and for being familiar with WTClass (the Angel Learning System) both in a general sense and in a specific sense as pertaining to this course and any materials stored within. The professor is not responsible for any technical matters related to WTClass. Students must contact WTClass if they have problems accessing and/or using Angel.

**Viewpoints Disclaimer**

The views expressed in this document, web-based course materials, and/or classroom presentations are those of the professor and do not necessarily represent the views of West Texas A&M University, its faculty and staff, or its students. Views expressed by students are likewise those of the person making such statements.
External Websites Disclaimer

Neither the professor, the College of Business, nor WTAMU are responsible for the content of external websites discussed in the classroom and/or linked to via online course materials, emails, message boards, or other means. Referred websites are for illustrative purposes only, and are neither warranted nor endorsed by the professor, College of Business, or WTAMU. Web pages change frequently, as does domain name ownership. While every effort is made to ensure proper referencing, it is possible that students may on occasion find materials to be objectionable for reasons beyond our control.

Copyright

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Repeating Course Work

Students are charged a fee for any course attempted for a third or subsequent time at WTAMU other than a non-degree credit developmental course or exempted courses.

Scholastic Dishonesty

It is the responsibility of students and instructors to help maintain scholastic integrity at the University by refusing to participate in or tolerate scholastic dishonesty. Commission of any of the following acts shall constitute scholastic dishonesty. This listing is not exclusive of any other acts that may reasonably be said to constitute scholastic dishonesty: acquiring or providing information for any assigned work or examination from any unauthorized source; informing any person or persons of the contents of any examination prior to the time the examination is given in subsequent sections of the course or as a makeup; plagiarism; submission of a paper or project that is substantially the same for two courses unless expressly authorized by the instructor to do so; submission of a paper or project prepared by another student as your own. You are responsible for being familiar with the university's Academic Integrity Code .

Physical or Educational Access

West Texas A&M University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to register with Disability Support Services and to contact the faculty member in a timely fashion to arrange for suitable accommodations.

Evacuation Statement

If you receive notice to evacuate the building, please evacuate promptly but in an orderly manner. Evacuation routes are posted in various locations indicating all exits, outside assemble area, location of fire extinguishers, fire alarm pull stations and emergency telephone numbers (651.5000 or 911). In the event an evacuation is necessary: evacuate immediately do not use elevators; take all personal belongings with you; report to outside assembly area and wait for further information; students needing assistance in the evacuation process should bring this to the attention of the instructor at the beginning of the semester.

Chemical and Equipment Safety Statement

Safety is everyone’s responsibility. Material Safety Data Sheets (MSDSs) are provided for all chemicals used in this class. MSDSs provide information about physical properties, health risks, fire explosion data, and other important information associated with these chemicals. Before handling or using a chemical, you should refer to the MSDS for that chemical. It is your responsibility to inform the instructor in writing of any

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health conditions that may prevent you from safely using a chemical (pregnancy, auto immune deficiency, etc.). It is also the responsibility of the student to report any spill or problems found while storing or using a chemical. If you are unsure about a chemical, always ask. If you see any unsafe condition, notify your instructor immediately. If you are unsure about the proper and safe operation of any piece of equipment, ask your instructor for proper instruction. All injuries, spill of materials and unsafe conditions must be reported to the instructor immediately.

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**My Pledge to YOU, My Students…A Human Policy**

On my honor, as a member of the West Texas A&M University Family, I pledge to act with INTEGRITY, GOOD CITIZENSHIP, PERSONAL ACCOUNTABILITY, and COMPASSION in ALL my academic and professional endeavors.

We have an awesome opportunity here at WTAMU to learn from and with each other to build a better, stronger, respected college of business that will in turn provide a long lasting education from which you can continue to build your career and life!

In many respects, the future and reputation of the university and the college of business is up to Y O U. Get involved with YOUR university and “Discover the BUFF in you.”

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**Information Search**

Start your research quest with the Cornette Online Library Reference area. http://www.wtamu.edu/library/find.shtml. Concentrate on Subject Pathfinders for your information, and or online journals. Remember to reference the SOURCE of the information and not the individual database!

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**Reference Material**


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**Indexes & Abstracts**

Business and Company Resource Center
Business Source Premier
ABI/Inform
First Search
Lexis-Nexis Academic
UNCOVER

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