Class Meetings

Wednesdays, 6:30pm-9:15pm, Friday 128

Instructor: Faith R. Neale, Ph.D.

Phone: 704-687-7636
Office: 351A Friday Building
Office Hours: Mondays 11 –12pm; 2-3pm
            Fridays 9 – 10am

E-mail: frneale@uncc.edu

Course Description

This course involves an analysis of the needs of business and individuals for property and casualty insurance and the nature of coverage available. This course includes an examination of property and casualty insurance products with an emphasis on contract language, case law, the use of contracts, the type of coverage afforded, and underwriting procedures.

Student Conduct

All students must be familiar with and abide by the following two codes defined in the 2013-2014 Undergraduate Catalog:
1. The UNC Charlotte Code of Student Academic Integrity
2. The UNC Charlotte Code of Student Responsibility

The UNC Charlotte Codes of Conduct may be located online at:
http://catalog.uncc.edu/undergraduate-catalogs/current/student-conduct

Course Objectives

1. Understand the environment, regulations, and restrictions in which property and casualty insurers operate.
2. Understand the main functions of an insurer and the interaction between functions.
3. Examine the lines of insurance available from property and casualty insurers and the limitations of those lines.
4. Interpret information contained in insurer financial statements and explore how this information is used.

Required Text

ISBN# 978-0-89463-422-2

Required Resources

1. SNL Financial data subscription located at www.snl.com. Students may sign up for this service at no cost using their UNCC e-mail address and a university computer.
2. Clicker, Turning Technologies available at the UNCC bookstore
Grading

The course grade will be based on three examinations (65% of the course grade), a project (25%), and class participation (10%). Each of these will be graded on a scale of 1 through 100. The first two exams will be worth 20% each and the final comprehensive exam will comprise 25% of your final course grade. The final exam will be administered according to the schedule outlined in the UNCC Final Exam Schedule. Your final grade will be based on the following scale:

90 and above = A, 80 to 89 = B, 70 to 79 = C, 60 to 69 = D, less than 60 = F

Exams

Make-up exams will not be given. If an exam is the first exam missed and the absence is excused based on university guidelines, then the final exam will account for 45% of your final course grade. If the absence is unexcused then you will be given a zero for that exam. Excluding emergencies, an absence is automatically considered unexcused if advance notice, at least 24 hours prior to the exam, of the absence is not provided to the instructor. All subsequent missed exams will result in a zero for that exam.

Class Participation

Class participation includes attendance, discussion, homework assignments, interactive activities, and meeting the general requirements of the course. Loss of class participation points may result from any one or a combination of the following:

- More than one (1) unexcused absence and more than two (2) excused absences. Excluding emergencies, absences are automatically considered unexcused if advance written notice of the absence, at least 12 hours prior to the class, is not provided to the instructor.
- More than one missed or incomplete homework. In order for homework to be considered complete the student must do ALL assigned problems, show ALL work, and put name and chapter on the homework in a clearly visible location. Homework must be stapled if needed.
- Entering class late; using a laptop during class for anything other than this class’s work; using a cell phone or text messaging during class
- Other discourteous or otherwise unprofessional behavior may automatically result in loss of class participation points.

Guest Speakers and Student Presentations

Class attendance is required at all times but additional penalties will be assessed if a student arrives late or misses a class when a guest speaker or students are presenting. Advance notification will be given when a speaker is scheduled or students are presenting. If you are absent during one of these classes, 3 points will be deducted from your final course grade. If you arrive late for one of these classes or after a mandatory class break, then 2 points will be deducted from your final course grade.

Project

Each student is required to work with 2-3 other students on a semester long project. Each project part is due at the beginning of class on the day stated by the instructor. 5 points will be deducted from the final project grade for each day a project part is late, including parts turned in after the starting time for class. Each part must be clearly marked and include all previous parts. The final project grade will be based on content, organization, presentation and writing mechanics. Students needing assistance with writing and presentations should consult the Writing Resource Center at http://www.uncc.edu/writing/wrcindex.html. The instructor also will refer you to the Writing Resource Center if needed.
Class Policies

Special accommodations: Students needing special accommodations should inform the instructor of the type of accommodation needed during the first week of class.

E-mail: A great deal of communication is done by e-mail. Students are responsible for checking their UNCC e-mail account throughout the semester. Failure to check this account does not excuse the student from any missed assignments, classes, etc.... All e-mails to the instructor must be written in a professional manner.

Cell phones: Cell phones may not be on during class or exams. This includes ringing, text messaging, internet, video, camera, and silent modes. If a cell phone rings during class then that student relinquishes consideration of outstanding class participation stated above. In addition, cell phones may not be in view of, or in contact with, any student during exams. Violations of this policy will result in a zero on the exam. In the case of family emergencies accommodations may be made with the instructor.

SNL Financial Students will use the SNLi data service to complete their group project. Accordingly, students are required to sign up for this service by the end of the second week of classes. Failure to sign up for this service by that date will result in a 15 point deduction on their project grade and also the loss of class participation points. Students will provide confirmation of sign-up by providing the instructor a copy of their registration confirmation by SNL or a screen shot of a SNLi page with their name included on the screen.

Class materials and notes: Additional materials may be provided as needed by the instructor throughout the course. If a student misses a class when this material is provided it is the student’s responsibility to arrange to obtain this material from another student or from the instructor during the instructor’s office hours. If you miss a day of class, lecture notes and materials should be obtained from another student.

Website: The outlines for the class lectures as well as other class materials including announcements will be posted on Moodle, the instructor’s website, or e-mailed to the student. It is the student’s responsibility to check the Moodle website and their e-mails frequently to keep updated on the class.

Exams: Exams generally include multiple choice questions requiring scantron answer sheets. Students are responsible for providing their own #2 pencils and calculators, if needed, on the day of exams.

Laptops: Laptops may be used during class for class purposes only and are permitted at the instructor’s discretion. Those using laptops are to sit on the back row of the classroom. If the laptop becomes a distraction the student will be required to turn it off and put it away immediately upon the instructor’s request. Failure to do so will result in removal from class that day. If laptop use continues to be a distraction, the instructor may prohibit their use for the remainder of the semester.

Turnitin.com As a condition of taking this course, all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the
Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. No student papers will be submitted to Turnitin.com without a student’s written consent and permission. If a student does not provide such written consent and permission, the instructor may: (i) require a short reflection paper on research methodology; (ii) require a draft bibliography prior to submission of the final paper; or (iii) require the cover page and first cited page of each reference source to be photocopied and submitted with the final paper. Therefore, students should take care when choosing group members for the project.

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.
# Class Schedule for FINN 3273, Fall 2013

**Instructor:** Faith R. Neale, Ph.D.

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Reading</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>August 21st</td>
<td>Discuss Syllabus and Project, Form teams</td>
<td>Overview of Insurance Operations Chapter 1</td>
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<tr>
<td>Week 2</td>
<td>August 28th</td>
<td><strong>Computer lab, Friday 280</strong></td>
<td>Chapter 2</td>
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<tr>
<td>Week 3</td>
<td>September 4th</td>
<td>Insurance Regulation</td>
<td>Chapter 3</td>
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<td>Week 4</td>
<td>September 11th</td>
<td><strong>SNL subscription deadline:</strong> Provide SNL confirmation</td>
<td>Chapter 4</td>
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<tr>
<td>Week 5</td>
<td>September 18th</td>
<td><strong>2013 SE Palmetto RIMS Conference</strong></td>
<td>Chapter 5</td>
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<td></td>
<td><strong>Exam 1, Chapters 1-4</strong></td>
<td><strong>Computer lab, Friday 280</strong></td>
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<td>Week 6</td>
<td>September 25th</td>
<td>The Claims Function</td>
<td>Chapter 7</td>
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<td>Week 7</td>
<td>October 2nd</td>
<td><strong>Case Study – Part 1 Due, beginning of class</strong></td>
<td>Reinsurance Chapter 10</td>
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<td>Week 8</td>
<td>October 9th</td>
<td>Financial Management</td>
<td>Chapter 5</td>
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<tr>
<td>Week 9</td>
<td>October 16th</td>
<td>Property and Underwriting P&amp;L Insurance</td>
<td>Chapter 6</td>
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<td>Week 10</td>
<td>October 23rd</td>
<td><strong>Mandatory computer lab – project work</strong></td>
<td><strong>Lloyd’s of London Trip</strong></td>
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<tr>
<td>Week 11</td>
<td>October 30th</td>
<td><strong>Case Study – Part 2 Due, beginning of class</strong></td>
<td>Adjusting P&amp;L Claims Chapter 8</td>
</tr>
<tr>
<td>Week 12</td>
<td>November 6th</td>
<td><strong>Exam 2, Chapters 5, 7, 8, 10</strong></td>
<td><strong>Computer lab – Friday 280</strong></td>
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<tr>
<td>Week 13</td>
<td>November 13th</td>
<td>Actuarial Operations</td>
<td>Chapter 9</td>
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<tr>
<td>Week 14</td>
<td>November 20th</td>
<td><strong>Final Case Study Due, beginning of class</strong></td>
<td>Group presentation of projects</td>
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<tr>
<td>Week 15</td>
<td>November 27th</td>
<td>No class; Thanksgiving Break</td>
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<tr>
<td>Week 16</td>
<td>December 4th</td>
<td>Exam Review</td>
<td>Group presentation of projects</td>
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<td></td>
<td><strong>December 11th Wednesday, Comprehensive Final Exam</strong></td>
<td><strong>8:00pm- 10:30pm</strong>*</td>
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***Please check the University website at [http://www.registrar.uncc.edu/exam.htm](http://www.registrar.uncc.edu/exam.htm) for updates on the final exam schedule. Many times changes to this schedule are made very late in the semester. While I will try to keep you updated on any changes it is your responsibility to check the schedule immediately prior to final exam week to verify the date and time of your exam.***

**This schedule is tentative and subject to change.**

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