**Spring 2021**

**Business 343 - Sec 1 – Principles of Insurance**

**In-Person Wednesday 16:00 – 18:30 DUC 230A-D**

Marcia Tepp Campus Office CPS 338B

E-mail: mtepp@uwsp.edu Office Hours Wednesdays 2:00-3:00 & by appointment Office Hours via Zoom https://uwsp.zoom.us/j/97483564030?pwd=N3lWbzlOOHNmMVo2Q05YNXBNTER3Zz09

Meeting ID: 974 8356 4030

Passcode: 489387

**This is an in-person class. It will be held in DUC 230 A-D. There will be adequate space for the class to be safely seated in an acceptable socially distanced manner. Unlike the Fall Semester, an optional Zoom access will not be offered. Per the University standard, since this is an in-person class you are expected to attend in person, unless ill or in quarantine.**

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| **SBE Mission:** | The UW-Stevens Point School of Business and Economics creates career ready graduates and leaders through applied learning. We serve the businesses, economy, and people of the greater Central Wisconsin region. We specialize in preparing students for success by providing professional development experiences, access to employers, and in-demand skills.  The SBE achieves its mission by valuing:   * Talent development * Lifelong learning * Career preparation * On the job experiences * Community outreach * Regional partnerships * Continuous improvement |
| **Accreditation Commitment:** | SBE is accredited by the Association to Advance Collegiate Schools of Business (AACSB), a designation earned by only 5 percent of world business schools. Accreditation instills a culture of continuously improving our programs through connections with local business leaders, alumni and the community. |

**REQUIRED TEXT**:

Principles of Risk Management and Insurance, 13th Edition, George E. Rejda, Harper Collins Publishers.

**Bring your text book to each and every class; you will often use it in class.**

**Course objective**:

The course will introduce the basic principles that underlie the field of insurance. We will cover the legal aspects that support insurance. You will be exposed to insurance policies covering, personal, commercial, life, health and financial risks with consumer considerations. There will be an introduction to social insurance and the impact it can have on your life. The risk management approach will be stressed in the use of personal and business insurance.

**At the end of the course you will:**

1. Identify characteristics of insurance and how risk impacts availability of insurance.
2. Be able to utilize the risk management process in decision making.
3. Be able to explain what makes up the insurance mechanism.
4. Explain the fundamental legal principles that provide a frame for insurance policies.
5. Be able to identify the basic parts of an insurance policy.
6. Recognize the various insurance policies and explain the risk they cover.
7. Differentiate between insurance policies and retirement investment vehicles.
8. Prepare for selection of employee benefits offered by employers.
9. Describe benefits of social insurance.
10. Identify how current actions taking place in the word impact the insurance industry.

**Assessment: You will be awarded points for:**

1. Presentation of current events with explanation of how it impacts the insurance industry.
2. Six assignments, six exams and final exam.
3. Submission of a paper on an assigned insurance industry topic and presentation to the class information from the paper.

**Class meetings and attendance**:

This class is set up to be a face to face class. Your best experience will be obtained by attending class. You are encouraged to be an active participant in class. If you are sick or in quarantine, contact me before class to arrange for an accommodation.

For the best learning experience, it is expected that you read related materials in the text prior to class and be prepared to answer questions in class. We will operate on that premise. See the detailed schedule for the chapters and the order we will be covering the material.

Concepts and policies will be presented by lecture, discussion and assigned activities. There will be activities assigned during the week and during class. Be prepared to ask and answer questions in class. I intend to cover the most important concepts from the textbook in class. However, you are still responsible for developing knowledge of other concepts and terms in the textbook not covered directly in class. If you have questions about something not covered in class, please ask.

During class we may need to access the Internet, so computers, cell phones and other electronic devices that access the Internet are allowed in class. Remember that research supports that having continual visual access to a cell phone diminishes our ability to learn. Checking social media, texts, emails, and messages is unprofessional and disrespectful to our class community. Please silence your phone during class; I will do so as well. If I notice that you are using your phone during class, I may ask you to share what you are researching or ask you to put it away. Thank you for following these guidelines as they help create a positive learning community.

Review the UWSP policy on attendance at: <http://www.uwsp.edu/regrec/Pages/Attendance-Policy.aspx>

**COVID-19 Requirements**

**Face Coverings:**

* At all UW-Stevens Point campus locations, the wearing of face coverings is mandatory in all buildings, including classrooms, laboratories, studios, and other instructional spaces. Any student with a condition that impacts their use of a face covering should contact the [Disability and Assistive Technology Center](https://www3.uwsp.edu/datc/Pages/default.aspx) to discuss accommodations in classes. Please note that unless everyone is wearing a face covering, in-person classes cannot take place. This is university policy and not up to the discretion of individual instructors. Failure to adhere to this requirement could result in formal withdrawal from the course.

**Other Guidance related to COVID-19**:

* Please monitor your own health each day using [this screening tool](https://www3.uwsp.edu/C19DailyScreening). If you are not feeling well or believe you have been exposed to COVID-19, do not come to class; email your instructor and contact Student Health Service (715-346-4646).
  + As with any type of absence, students are expected to communicate their need to be absent and complete the course requirements as outlined in the syllabus.
* Maintain a minimum of 6 feet of physical distance from others whenever possible.
* Do not congregate in groups before or after class; stagger your arrival and departure from the classroom, lab, or meeting room.
* Wash your hands or use appropriate hand sanitizer regularly and avoid touching your face.
* Please maintain these same healthy practices outside the classroom.

**Canvas:**

Canvas will be utilized for the class. Assignments, Exams and Class Activities will be posted in Canvas. It will be your responsibility to check it often for information. Links for insurance industry related websites will be posted and will be helpful in research.

There will be a Unit Plan document in Canvas for each chapter. It will provide an overview of the chapter, student learning outcomes, chapter content, assessments, and student learning activities. It is suggested that you review the Unit Plan document for each chapter as it will help you navigate through each chapter.

PowerPoints for each chapter will be posted in Canvas and available prior to class.

**Current Events**

Each week up to **four** students will have the opportunity to present information on a current event that is impacting the insurance industry. It is an event that was in the news in the past 30 days. Potential sources of information are the internet, TV and newspapers. Reports of an agent conviction of fraud is not considered a current event.

Each student will have the opportunity to present **two** current events during the semester, limited to one per student per class meeting Each presentation is worth **50 points**. Prior to class you should send an email to me letting me know that you have a current event to present. There will be a limit of four students presenting per class so you may not be able to present in the current week. You will then be given the next available slot. You should consider presenting your current events early in the semester as often students are unable to present at the end of the semester due to the limit of four students per class**.**

**A repeat of a previous current event given by another student will not be counted as a current event, so be aware of what other students have presented. There will be a document, in Canvas, that shows the students that have presented current events and topic they have presented. You may want to have a second current event to present in class in the event that a student presenting the same day presents your planned event topic before you present.**

**Exams and Assignments**:

There will be six exams, worth 100 points each, and six assignments, worth 50 points each, throughout the semester.

Assignments may be presented before or after material is covered in class. Exams will only be given after material has been presented.

The exams will largely be objective, short answer and situational problems. During all exams you will be able to use your in-class notes and the textbook. Exams and assignments will be available in Canvas.

All material presented in class, in guest presentations and in the text may be used in exams. Exams will be given upon completion of the material. Since you have the semester schedule it is up to you to be prepared for each exam. Make up exams and assignments will only be given under special circumstances with prior approval.

Exams or Assignments will be due the Tuesday before class by 11:59 am, this is right before Noon. Canvas will be locked after that time and no late submissions will be accepted. In most instances you will have seven days to submit the exam or assignment, so plan well.

**Lecture** **Materials and Recordings**

Lecture materials and recordings for BUS 343 are protected intellectual property at UW-Stevens Point. Students in this course may use the materials and recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, you are not authorized to record my lectures without my permission unless you are considered by the university to be a qualified student with a disability requiring accommodation. [Regent Policy Document 4-1] Students may not copy or share lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes to anyone else or being paid for taking notes by any person or commercial firm without the instructor’s express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university's policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

**Final**:

The final exam will be comprehensive. The final exam date is schedule for May 20, 5:00 pm – 7:00 pm. It will not be given early nor can the time for the exam be changed for the class or individuals.

**STUDENT EVALUATION**:

The final grade will be based on the following point results: .

Exams (100 points each) 600 points

Assignments (50 points each) 300 points

Current Events (50 points each event) 100 points

Paper 300 points

Final Exam 200 points

Total 1,500 points

It is expected that students will be prepared to discuss or explain incidents, cases and problems. This follows the education methods used in the development of business employees and we will use this approach.

Students who wish to receive a particular grade must earn the following points:



Be ready to submit items by the date requested via Canvas. No late assignments or exams will be accepted.

**Contacting Me**

Best method is email. Remember some faculty receive as many as 100 emails per day. Yours should be clear, concise, and professional so that your issues can be responded to effectively. Include the entire thread of an ongoing email conversation so that your instructor can recall the history of your issue without searching for other emails you have sent. Sign off with your first and last name. I will not open attachments without messages or messages that are illegible.

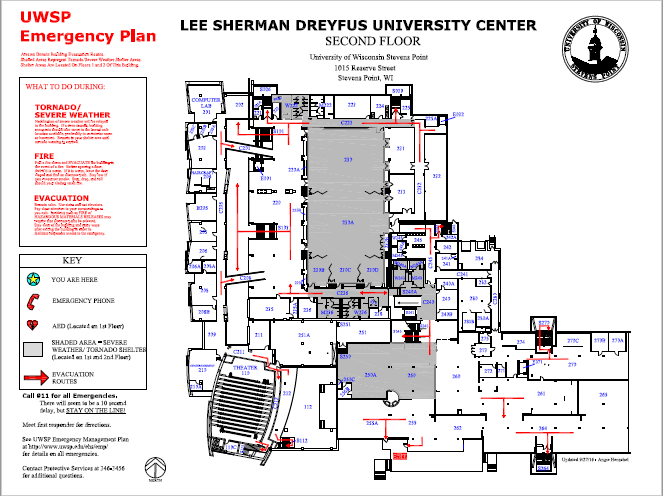
**Office Hours**

My office is located in CPS 338B. I am available via Zoom, on Wednesdays 2:30-3:30. Individual meetings can be arranged through an email request, phone call, or conversation directly before or after class.

**Emergency Response**

Be familiar with what you should do in the event of an emergency.

**Active Shooter/Code React** – Run/Escape, Hide, Fight. If trapped, hide, lock doors, turn off lights, spread out and remain quiet. Call 9-1-1 when it is safe to do so. Follow instructions of emergency responders.



**Academic Misconduct**

This course is part of the UW-Stevens Point academic community, an academic community that is bound together by the traditions and practice of scholarship. Honest intellectual work – on examinations and on written assignments is essential to the success of this community of scholars. Using classmates’ responses to answer exam questions or disguising words written by others as your own undermines the trust and respect on which our course depends.

The work in this course is challenging and will demand a good deal of each of you. I have every confidence that each of you can succeed. Doing your own work will enhance your sense of accomplishment when the semester comes to a close.

Additionally, the classroom environment is a unique opportunity for students to share ideas, opinions, discuss classroom and course content. As each student is entitled to contribute in class, specific expectations are necessary to ensure a thriving classroom environment. Expectations include: arriving to class on time, being prepared for class, no electronic devices, unless authorized to do so, any loud shouting, excessive side conversations, arriving to class under the influence of any alcohol or drugs, profane language, and verbal or physical threats, intimidation of any kind, or any other behavior that may be disruptive to the professor or other students. If any of this behavior is exhibited, you may be asked to leave the class for the day. Any continued disruptive behavior may result in a referral to the Dean of Students Office.

**Academic Honesty**

Academic Integrity is an expectation of each UW-Stevens Point student. Campus community members are responsible for fostering and upholding an environment in which student learning is fair, just, and honest. Through your studies as a student, it is essential to exhibit the highest level of personal honesty and respect for the intellectual property of others. Academic misconduct is unacceptable. It compromises and disrespects the integrity of our university and those who study here. To maintain academic integrity, a student must only claim work which is the authentic work solely of their own, providing correct citations and credit to others as needed. Cheating, fabrication, plagiarism, unauthorized collaboration, and/or helping others commit these acts are examples of academic misconduct, which can result in disciplinary action. Failure to understand what constitutes academic misconduct does not exempt responsibility from engaging in it. No plagiarism or cheating will be tolerated and can result in an F grade for the class. All written work submitted to the drop box in Canvas will be evaluated by turnitin.com.

Students suspected of academic misconduct will be asked to meet with the instructor to discuss the concerns. If academic misconduct is evident, procedures for determining disciplinary sanctions will be followed as outlined in the University System Administrative Code, Chapter 14.

**Student Rights and Responsibilities/Academic Misconduct**

Please be sure to review the information on student rights at the following: <http://www.uwsp.edu/acadaff/Pages/gradeReview.aspx>

**ADA Statement**

UW-Stevens Point will modify academic program requirements as necessary to ensure that they do not discriminate against qualified applicants or students with disabilities. The modifications should not affect the substance of educational programs or compromise academic standards; nor should they intrude upon academic freedom. Examinations or other procedures used for evaluating students' academic achievements may be adapted. The results of such evaluation must demonstrate the student's achievement in the academic activity, rather than describe his/her disability. If modifications are required due to a disability, please inform the instructor and contact the Disability and Assistive Technology Center to complete an Accommodations Request form. Phone: 346-3365 or Room 609 Albertson Hall. You must have a completed approved form to qualify for an accommodation. See the information on ADA at:

<http://www.uwsp.edu/disability/>

**HELP**:

In addition to Wednesday office hours, I will be available by special appointment. My schedule is flexible. Feel free to contact me via e-mail and schedule time. Do not wait until the last minute to e-mail me questions before an exam is due.

**Assignment & Exam Outline Subject to change based on class progress**

**Exam dates and assignment dates are tentative based on expected class progress. Dates are subject to change. Due dates for assignments and exams will be listed in Canvas.**

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| **January 27 &**  **February 3 Basics of Risk and Insurance Chapters 1 & 2 Exam due Feb 9** |
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| **February 10 Risk Management Chapter 3 Assignment Due Feb 16** |
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| **February 17 Legal Principles Chapters 9 & 10 Assignment Due Feb 23** |
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| **February 24 Liability Risk Chapter 19 Assignment Due March 2** |
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| **March 3 Auto Insurance Chapters 20 & 21 Exam Due March 9** |
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| **March 10 Homeowners Insurance Chapters 22 & 23 Exam Due March 16** |
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| **March 17 Commercial Insurance Chapters 25, 26, 27 continued on March 31** |
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| **March 24 Spring Break** |
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| **March 31 Paper Due** |
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| **March 31 Commercial Insurance Chapters 25, 26, 27 Exam Due April 6** |
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| **April 7 Life Insurance Chapters 11 & 12 Exam Due April 13** |
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| **April 14 Social Insurance Chapter 18 Exam Due April 20** |
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| **April 21 Annuities & IRAs Chapter 14 Assignment Due April 27** |
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| **April 28 Health Insurance Chapter 15 Assignment Due May 4** |
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| **May 5 Employee Benefits Chapters 16 & 17 Assignment Due May 11** |
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| **May 12 Presentation of papers** |
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| **May 20 Final Exam 5:00 pm – 7:00 pm** |

**Final exam will include material covered over the entire semester.**

**Information and dates in this syllabus is subject to change as needed through the semester.**