



The University of Texas at Austin
Texas McCombs BBA
McCombs School of Business

Fin 322F (Unique #s 03795 & 03800) / HDF 322 (Unique #s 53595 & 53600)

FOUNDATIONS OF PERSONAL AND FAMILY FINANCE

Fall 2022

MW 9:30 – 10:45 UTC 4.122

MW 11:00 – 12:15 UTC 4.112

Congratulations! I commend you for being here. For many students, this is among the most important classes of their college experience. If you are diligent in studying the materials covered and integrating these financial lessons into your beliefs, habits, and decision-making processes, you will be unlocking the ability to design a life of greater abundance, security, and peace.

At times, the material covered in this course will be challenging, but you will find that what you learn regarding personal financial management will be very useful to you as you continue your journey toward financial independence. Personal and Family Finance is a course that is applicable to everyone.

Fin 322F / HDF 322 covers a number of topics that adults in our society face throughout their lives, including financial planning and investing, housing, taxation, cash management, credit, insurance and retirement. Knowledge in these areas will greatly assist you in making important financial decisions not only now, but in your life after UT. Each topic will be covered in as much depth as time allows during a semester. Discussion and/or current articles that contribute to the course material are always welcome.

COURSE OVERVIEW

Course Goals:

- 1) To develop the financial literacy and financial habits that will provide students with a strong financial foundation for life.
- 2) To provide students with the opportunity to practice evaluating different financial scenarios and making financial decisions.

Instructor: Mary Lou Poloskey

Office hours: Mondays 2:00 – 3:00, Thursdays 3:00 – 5:00 and by appointment

Office location: Zoom link in Canvas Announcements

E-mail: mary.poloskey@mcombs.utexas.edu

Teaching Assistant: Paul McNamara

Feel free to “drop in” unannounced during office hours. You must log into Zoom using the University’s single sign-on (SSO) protocol. For help, visit the Zoom-related McCombs Student Instructional Wiki [here](#).

At other times, email is the best way to reach me. The federal student privacy law (FERPA) prohibits us from discussing grade-related information via telephone or email.

Required Materials:

Personal Finance Version 3.1 by Rachel Siegel. Must be purchased through Flat World. (Includes online homework) Go to Student Link:

<https://students.flatworldknowledge.com/course/2601436>

- If you use this link to purchase the textbook, **you must use your UT email for it to link to Canvas**. An easier way to purchase the book is to click on the HW1 (from Canvas home page) and use the Get the Book button to purchase the book and it will be linked to Canvas.
- Purchase the book directly or use the link to redeem a code purchased at the COOP. You must buy text bundled with online homework (any version is fine, online, downloadable, print, ect)
- Financial Calculator (TI graphing calculator, eg. TI 83+, or HP10BII recommended)
- Access to Canvas and email.

Grades:

Your grade in this course will be determined by your performance on the following:

- | | |
|---|-------------|
| • Exams (2 at 20% each) | 40% |
| • Online Homework: The lowest 2 percentage scores will be dropped | 10% |
| • Projects (Group & Individual parts): 4 projects @ 9% each | 36% |
| • Peer Evaluation (by group members) | 4% |
| • Daily Exercises: Lowest 5 will be dropped | <u>10%</u> |
| Course Total | <u>100%</u> |

Your final course score will be rounded to the nearest whole percentage point (0.44 and lower rounds down; 0.45 and higher rounds up). Your final letter grade will be determined as shown below. There is no curve applied to final grades.

A	93-100%	C+	77-79%	D-	60-62%
A-	90-92%	C	73-76%	F	0-59%
B+	87-89%	C-	70-72%		
B	83-86%	D+	67-69%		
B-	80-82%	D	63-66%		

Exams:

All students enrolled in Fin 322F/HDF 322 will take common evening exams on the dates noted in the course schedule at the end of this syllabus. You will not have class at your regular class time on exam days. The exams will take place in person, in classrooms that are large enough to allow for

social distancing. Exams will begin at 5:30 pm and end at 6:45 pm. Exam locations will be posted on Canvas and announced during class.

There will be two exams. *Exams will cover material from readings, lectures, group projects, and class activities.* You may bring a self-prepared one-page (one sided) formula/notes sheet to each exam (it will be turned in with the exam). The second exam will be non-comprehensive; that is, will test topics covered after Exam 1.

After they have been graded, exams can be reviewed during announced out of class sessions. More information will be provided during class.

If you have any circumstance other than a medical emergency that will necessitate taking a make-up exam, you must request permission in an email and provide documentation no later than two weeks prior to the exam date.

Make up exams are offered for only the following reasons:

- Participation in a University-sponsored event,
- A conflict with a University-recognized religious holy day,
- A medical event (such as illness or injury) documented by Student Emergency Services <https://deanofstudents.utexas.edu/emergency/>

If you have any circumstance other than a medical emergency that will necessitate taking a make-up exam this semester, you must request permission and provide documentation **as soon as possible**.

Online Homework:

After covering each chapter, you must complete an online homework assignment. You will have 3 attempts on each question. To access the homework for each chapter, you must use the link in Canvas. Most homework assignments are due on Sundays at 10:00 pm. Your 2 lowest assignment scores will be dropped at the end of the semester.

After their due dates, the homework problems and solutions will be available for review.

Projects:

There will be 4 projects, each of which will be worth 10% of your course grade. 10% of each project grade (1% of course grade) will be based on each student's peer evaluations. The projects involve group work, but several have individual components as well. We will go over the group projects and peer evaluations in class.

I hope that you will benefit from your work in these groups. The most apparent benefit of group work is that work can be shared. However, group-work can also allow the opportunity for a more active type of learning than in a straight lecture-type class. I recognize that challenges exist in doing assignments as a group, but I hope that you will give this experience a chance and try to make your group succeed.

Daily Exercises:

Hands-on exercises will be passed out during class on most class days. These exercises will be completed in class and each student must upload a picture of their work prior to the end of class to receive 100% as their participation grade for the day. Students who do not upload their work

prior to the end of class will not receive credit. There are no make-up opportunities or excused absences for missed daily exercises, but the lowest 5 scores will be dropped at the end of the semester. To receive credit for the class, students must attend the entire class, complete the exercise, and upload work before leaving the classroom.

Readings:

It is expected that you will arrive to class on time and prepared. You should read each chapter (including videos and embedded quizzes) prior to class meetings. During class lectures and exercises, we will practice applying what you have been studying in the readings. It is important that you stay caught up with the readings.

ADDITIONAL COURSE POLICIES

Late Assignments:

To receive full credit, assignments must be turned in on time.

A communication (letter or email) from the Dean of Students or Student Emergency Services recommending that you receive special accommodations is the only means of receive an exception to this policy. If you have any conflict that prevents you from turning in an assignment on time, please speak with TA or with me to make a plan to accommodate your circumstances.

Academic Integrity:

A grade of "F" in the course will be the recommended penalty in cases of academic dishonesty.

Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, and falsifying academic records, or the attempt to do any of these things. Cheating on exams includes: a) copying from another student's exam, b) possessing or using materials during an exam that are not authorized, c) using, buying, stealing, posting, transporting, or soliciting an exam or exam key, d) collaborating with another student during an exam, and/or e) permitting someone to take an exam for you. See University Honor Code:

<https://deanofstudents.utexas.edu/conduct/standardsconduct.php>

Copyright Infringement:

All materials in this course are protected by copyright. Uploading copyrighted materials to course sharing websites such as CourseHero, GradeBuddy, etc. is not only an academic integrity issue, it is also against the law. All such actions will be reported to Student Judicial Services and may result in both academic and legal penalties. The minimum academic penalty is a full course grade reduction, e.g. from B- to C-. The legal penalty for copyright infringement is a minimum of \$200 per document, plus all attorney fees and court costs related to the case.

Classroom Professionalism Policy

- Arrive on time and attend all scheduled classes. Late arrivals and early departures are very disruptive. If you need to arrive late or leave early, please discuss this with me prior to class.
- Be fully prepared for each class.
- Respect the views and opinions of their colleagues. Class discussion in this course is encouraged. Intolerance regarding the views of others is unacceptable.

Student Emergencies & Crises:

Please contact Student Emergency Services if you have a medical excuse, or personal crisis or emergency. They will help you find the right resources and work with your faculty to assist you: <http://deanofstudents.utexas.edu/emergency/>, or email studentemergency@austin.utexas.edu, or call (512) 471-5017. Walk-ins & appointments are available in SSB 4.104. If it is a 911 emergency, call 911.

Harassment Reporting Requirements:

[Senate Bill 212 \(SB 212\)](#), which went into effect as of January 1, 2020, is a Texas state law that requires all employees (both faculty and staff) at public and private post-secondary academic institutions to promptly report any knowledge of incidents of sexual assault, sexual harassment, dating violence, or stalking “committed by or against a person who was a student enrolled at or an employee of the institution at the time of the incident”. Please note that both the instructor and the TA for this class are mandatory reporters and MUST share with the Title IX office any information about sexual harassment/assault shared with us by a student whether in-person or in writing. Note that a report to the Title IX office does not obligate a victim to take any action, but this type of information CANNOT be kept strictly confidential except when shared with designated confidential employees. A confidential employee is someone a student can go to and talk about a Title IX matter without triggering that employee to have to report the situation to have it automatically investigated. A list of confidential employees is available on the [Title IX website](#).

Diversity and Inclusion:

It is my intent that students from all diverse backgrounds and perspectives be well served by this course, that students’ learning needs be addressed and that the diversity that students bring to this class can be comfortably expressed and be viewed as a resource, strength and benefit to all students. Please come to me at any time with any concerns.

Religious Holy Days:

According to UT Austin policy, you must notify me of upcoming absences at least 14 days prior to the date of observance of a religious day. Only students who adhere to this policy will be provided with an option for an alternative due date or assignment.

Incompletes:

A grade of “X,” known as an incomplete, will not be given except in emergency situations. Incompletes are rarely given and usually occur only when recommended by a student’s Dean of Students. To claim an emergency situation you must notify the instructor before the last day of class, and provide documentation of the emergency.

UNIVERSITY RESOURCES

Your success in this class is important to me. If there are aspects of this course that prevent you from learning or exclude you, please let me know as soon as possible. Together we’ll develop strategies to meet both your needs and the requirements of the course. There are also a range of resources on campus.

Services for Students with Disabilities

This class respects and welcomes students of all backgrounds, identities, and abilities. If there are circumstances that make our learning environment and activities difficult, if you have medical information that you need to share, or if you need specific arrangements in case the building needs to be evacuated, please let me know. I am committed to creating an effective learning environment for all students, but I can only do so if you discuss your needs with me as early as possible. I promise to maintain the confidentiality of these discussions (subject to the harassment reporting requirements noted above). If appropriate, also contact Services for Students with Disabilities, (512) 471-6259 (voice) or (866) 329-3986 (video phone).

<http://ddce.utexas.edu/disability/about/>

Counseling and Mental Health Center

All of us benefit from support during times of struggle. You are not alone. There are many helpful resources available on campus and an important part of the college experience is learning how to ask for help. Asking for support sooner rather than later is often helpful. If you or anyone you know experiences any academic stress, difficult life events, or feelings like anxiety or depression, we strongly encourage you to seek support.

<http://www.cmhc.utexas.edu/individualcounseling.html>

Sanger Learning Center:

Did you know that more than one-third of UT undergraduate students use the Sanger Learning Center each year to improve their academic performance? All students are welcome to take advantage of Sanger Center's classes and workshops, private learning specialist appointments, peer academic coaching, and tutoring for more than 70 courses in 15 different subject areas. For more information, please visit <http://www.utexas.edu/ugs/slc> or call 512-471-3614 (JES A332).

Undergraduate Writing Center: <http://uwc.utexas.edu/>

University Libraries: <http://www.lib.utexas.edu/>

ITS: <http://it.utexas.edu/>

CAMPUS SAFETY

Classroom Safety and COVID-19:

To help preserve our in-person learning environment, the University recommends the following:

- Wear a [mask](#). Masks are strongly recommended, though not required, inside University buildings, except when alone in a private office or single-occupant cubicle.
- Get [vaccinated](#) if you are able to do so. Vaccinations are widely available, free, and not billed to health insurance. The vaccine will help protect against the transmission of the virus to others and reduce serious symptoms among those who are already vaccinated.
- Get [tested](#). Proactive Community Testing is an important part of the University's efforts to protect our community. Tests are fast and free.
- Use the [Protect Texas Together](#) app prior to coming to campus each day.

- If you develop COVID-19 symptoms or feel sick, stay home and contact the University Health Services' Nurse Advice Line at 512-475-6877. If you need to be absent from class, contact [Student Emergency Services](#) and they will notify your professors.
- If you test positive for COVID-19, contact either the Behavior Concerns and COVID-19 Advice Line (BCCAL) or, if tested off campus, [University Health Services](#).
- If you have been had close contact with someone who tested positive for COVID-19, follow [this guidance from University Health Services](#).
- Visit [Protect Texas Together](#) for more information.
- If you have questions or concerns about COVID-19, visit [BCCAL](#).

Behavior Concerns Advice Line:

If you have concerns about the safety or behavior of fellow students, TAs or Instructors, call BCAL (the Behavior Concerns Advice Line) at (512) 232-5050. Your call can be anonymous. If something doesn't feel right, it probably isn't. Trust your instincts and share your concerns.

Emergency Evacuations:

The following recommendations regarding emergency evacuation are from the Office of Campus Safety and Security, (512) 471-5767, <http://safety.utexas.edu/>

- Occupants of buildings on The University of Texas at Austin campus are required to evacuate buildings when a fire alarm is activated.
- Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.
- Students requiring assistance in evacuation shall inform their instructor in writing during the first week of class.
- In the event of an evacuation, follow the instruction of faculty or class instructors. Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.
- Emergency evacuation routes and procedures can be found at: <https://emergency.utexas.edu/preparedness>

COURSE SCHEDULE

The following is a tentative schedule for the semester. Any changes will be announced in class and posted on Canvas:

Week	Date	Day	Topic
1	22-Aug	Mon	Course Overview
	24-Aug	Wed	Personal Financial Planning (Chapter 1)
	28-Aug	Sun	Chapter 1 homework due
2	29-Aug	Mon	Basic Ideas of Finance (Chapter 2)
	31-Aug	Wed	Personal Financial Statements (Chapter 3)
	4-Sep	Sun	Chapter 2 homework due
3	5-Sep	Mon	HOLIDAY
	7-Sep	Wed	Financial Statements (Chapter 3) / Budgets (Chapter 5)
	11-Sep	Sun	Chapter 3 homework due
4	12-Sep	Mon	Financial Plans: Budgets (Chapter 5)
	13-Sep	Tues	<i>Part A Assignment of budget game due</i>
	14-Sep	Wed	Evaluating Choices: Time, Risk & Value (Chapter 4)
	17-Sep	Sat	<i>Last part of budget game completion due</i>
	18-Sep	Sun	Chapter 5 homework due
5	19-Sep	Mon	Time Value of Money (Chapter 4)
	21-Sep	Wed	Investing (Chapter 12)
	23-Sep	Fri	Group Budget Project due upload to Canvas by 10:00pm
	25-Sep	Sun	Chapter 4 & 12 homework due
6	26-Sep	Mon	Owning Stocks (Chapter 15)
	28-Sep	Wed	Bonds (Chapter 16.2) and Mutual Funds (Chapter 17.2)
	30-Sep	Fri	Investment Strategy due (upload to Canvas by 10:00pm)
	2-Oct	Sun	Chapter 15, 16.2 & 17.2 HW/StockTrak Video Assignment due
7	3-Oct	Mon	Taxes (Chapter 6)
	5-Oct	Wed	Taxes (Chapter 6)
	6-Oct	Thurs	<i>Portfolio set up in StockTrak</i>
	9-Oct	Sun	Chapter 6 homework due
8	10-Oct	Mon	<i>Exam 1</i>
	12-Oct	Wed	Financial Management (Chapter 7)
	14-Oct	Fri	Tax Group Project due upload to Canvas by 10:00pm
9	17-Oct	Mon	Financial Management (Chapter 7)
	19-Oct	Wed	Importance of Family Law in Financial Decisions
	23-Oct	Sun	Chapter 7 homework due
10	24-Oct	Mon	Chapter 8.3 Buying a Car
	26-Oct	Wed	Housing (Chapter 9)
	30-Oct	Sun	Chapter 8.3 homework due
11	31-Oct	Mon	Housing (Chapter 9)

	2-Nov	Wed	Home & Auto Insurance (Chapter 10)
	6-Nov	Sun	Chapter 9 homework due
12	7-Nov	Mon	Health & Disability Insurance (Chapter 10)
12	8-Nov	Tues	Housing Group Project due (upload to Canvas by 5:00pm)
	9-Nov	Wed	Life Insurance (Guest Speaker)
	13-Nov	Sun	Chapter 10 homework due
13	14-Nov	Mon	Retirement Planning (Chapter 11)
	15-Nov	Tues	Chapter 11 homework due
	16-Nov	Wed	<i>Exam 2</i>
	21-Nov	Mon	FALL BREAK
	23-Nov	Wed	FALL BREAK
14	28-Nov	Mon	Financial Literacy
	30-Nov	Wed	Investment Project Team Presentations
15	5-Dec	Mon	Investment Project Team Presentations