The University of Texas at Tyler  
College of Business and Technology  
Spring 2017

Course Number: Fina 4310.001  
Course Title: Management of Financial Institutions  
Instructor: Mike Henderson  
Class meeting: Tuesday 6:00-8:45  
Contact Information: Cell- (903)283-0211 or mhenderson@uttyler.edu  
Office Hours: By appointment only

Required Text:

- Students also must have Internet access, basic computer with Microsoft Excel, Web browsing, and e-mail skills. I strongly recommend you to logon to BlackBoard regularly and check for new announcements.

Teaching Method: Lecture and application

Course Description:
FINA 4310 - Management of Financial Institutions A study of the structure and functions of financial institutions; their sources and uses of funds; analysis of the nature and function of credit; the effects of financial institutions on macroeconomic analysis. Prerequisite: FINA 3311.

Core Values:
- Professional Proficiency
- Technological Competence
- Global Awareness
- Social Responsibility
- Ethical Courage

Course Objectives
Financial markets have a critical function in maximizing the efficiency of capital allocation, which in turn leads to maximized wealth. This course provides you with the fundamental understanding of the principles of financial markets and financial institutions operating in those markets.

Course Structure:
The course is divided into five sections shown below. We begin with an overview of financial markets. We then discuss securities markets, commercial banks, other financial institutions and finish by addressing risk management of financial institutions. Most nights we will be covering two chapters.
To be successful in this course, students will need to:

1.) Attend every class.
2.) **Complete assigned reading before class!**
3.) Visit class blackboard regularly.
4.) Complete all assignments, quizzes and exams.
5.) **Engage** in discussion and share insights with classmates through class participation.

**Homework**
There are fifteen meeting nights in the semester. Ten of those nights, you will be expected to turn in notes in outline form of the chapters to be discussed before class. **There is no make-up option for homework if it is not turned in when due.**

**Quizzes**
At the beginning of each lecture we will have a **very short** quiz over the material to be covered in the lecture period. If you have prepared for class by reading and outlining the chapters the quizzes should be very easy.

**Exams**
There will be four exams given during the semester. All exams will be over the material covered in the related period and are meant to measure the individual’s ability to apply the concepts properly.

**Relevant Current Topics of Discussion**
At the end of each lecture period we will discuss current events that have some relevance to the material covered. As a measure of participation and engagement, each student will be **required** to introduce at least one topic for discussion during the semester. This will mean that we should have two to three topics each class period. You will receive a subjective grade for participation and engagement. The engagement portion of the grade for the class represents 20% of the total grade. Half of that grade will be awarded for bringing the topic, and the remainder will be awarded based on overall class participation.

**Attendance Policy:**
Class attendance and active participation are encouraged. Students will still be responsible for turning in all assignments on time when absent. Do not expect the instructor to catch you up on material missed. You are expected to be prepared upon returning to class. **There is no need to inform me before missing a class.** I only need communication when you will miss exams.

**Make-Up Policy:**
If you must miss an exam, you must make every effort to contact me before the exam. Failure to do so may result in a zero for that exam. Make-up exams, if allowed, must be taken before the next scheduled class meeting. The format of the make-up exam will be at my discretion and may not be similar to the one given in class.
Evaluation:

Your class grade will be determined by your performance on the four exams equally weighted at 100 points each, 10 quizzes worth 20 points each, 10 homework assignments worth 20 points each and your overall engagement in discussion valued at a total of 200 points.

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<thead>
<tr>
<th></th>
<th>Weight</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Exams 1-4</td>
<td>400</td>
<td>40.00%</td>
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<tr>
<td>Quizzes</td>
<td>200</td>
<td>20.00%</td>
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<tr>
<td>Homework</td>
<td>200</td>
<td>20.00%</td>
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<td>Engagement</td>
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<td><strong>Total</strong></td>
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The approximate grading scale is:

- A  90% or above
- B  80% or above
- C  70% or above
- D  60% or above
- F  Below 60%

Depending on test outcome, I reserve the right to curve individual test grades. **I do not curve or round up final grades. Please don’t ask.**

All grades beginning Spring 2007 must be a “C” or better for the University Lower Division Core, Business Field of Study, Upper Division Business Core, and Major Area. The only “D” allowed will be in General and Business Electives. Thus, if you are taking this class as your fulfillment of upper division core for a degree in business, you should achieve a “C” or higher grade.
The following is schedule of weekly activity for each class period this semester.

<table>
<thead>
<tr>
<th>Date</th>
<th>Class</th>
<th>Subject</th>
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<th>6:00-6:20</th>
<th>6:20-7:20</th>
<th>7:30-8:30</th>
<th>8:30-8:45</th>
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<td></td>
<td><strong>Part I Overview</strong></td>
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<tr>
<td>17-Jan-17</td>
<td>1</td>
<td>Introduction and Overview of Financial Markets</td>
<td>Syllabus</td>
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<tr>
<td>24-Jan-17</td>
<td>2</td>
<td>The Federal Reserve System, Monetary Policy, &amp; Interest</td>
<td>Quiz</td>
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<td><strong>Part II Securities Markets</strong></td>
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<td>31-Jan-17</td>
<td>3</td>
<td>Bond and Mortgage Markets</td>
<td>Quiz</td>
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<td>7-Feb-17</td>
<td>4</td>
<td>Test</td>
<td>Review</td>
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<td>14-Feb-16</td>
<td>5</td>
<td>Stock and Foreign Exchange Markets</td>
<td>Quiz</td>
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<td><strong>Part III Commercial Banks</strong></td>
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<td>21-Feb-17</td>
<td>6</td>
<td>Commercial Banks Overview and Regulation</td>
<td>Quiz</td>
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<td>28-Feb-17</td>
<td>7</td>
<td>Commercial Banks Financial Statements and Analysis</td>
<td>Quiz</td>
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<td>7-Mar-17</td>
<td>8</td>
<td>Test</td>
<td>Review</td>
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<td><strong>Part IV Other Financial Institutions</strong></td>
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<td>21-Mar-17</td>
<td>9</td>
<td>Other Lending Institutions and Insurance Companies</td>
<td>Quiz</td>
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<td>28-Mar-17</td>
<td>10</td>
<td>Securities Firms, Investment Banks and Investment Co.</td>
<td>Quiz</td>
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<td>4-Apr-17</td>
<td>11</td>
<td>Test</td>
<td>Review</td>
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<td><strong>Part V Risk Management in Financial Institutions</strong></td>
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<td>11-Apr-17</td>
<td>12</td>
<td>Types of Risk and Liquidity Risk</td>
<td>Quiz</td>
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<td>18-Apr-17</td>
<td>13</td>
<td>Managing Credit Risk on the Balance Sheet</td>
<td>Quiz</td>
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<tr>
<td>25-Apr-17</td>
<td>14</td>
<td>Managing Interest Rate Risk and Securitization</td>
<td>Quiz</td>
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<td>2-May-17</td>
<td>15</td>
<td>Final Exam</td>
<td>Review</td>
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Classroom Conduct

- **To be successful, you should attend all regularly scheduled classes**, except for those occasions warranting an excused absence under the policy detailed in the catalogue.
- You should **arrive prepared for class and on time**, and remain in class until the class is dismissed. If you arrive late or need to leave early please try not to disturb other students.
- You should **maintain an appropriate academic climate** by refraining from all actions which disrupt the learning environment.
- The use of cell phones or other communication devices is disruptive, and is therefore prohibited during class except for emergency use.
- Students are permitted to use their laptop computers during class for note-taking and other class-related work only. Computers will not be allowed during exams.

College of Business Statement of Ethics:
The ethical problems facing local, national and global business communities are an ever-increasing challenge. It is essential the College of Business and Technology help students prepare for lives of personal integrity, responsible citizenship, and public service. In order to accomplish these goals, both students and faculty of the College of Business and Technology at The University of Texas at Tyler will:

- Ensure honesty in all behavior, never cheating or knowingly giving false information.
- Create an atmosphere of mutual respect for all students and faculty regardless of race, creed, gender, age or religion.
- Develop an environment conducive to learning.
- Encourage and support student organizations and activities.
- Protect property and personal information from theft, damage, and misuse.
- Conduct yourself in a professional manner both on and off campus.

Students Rights and Responsibilities:
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: [http//www2.uttyler.edu/wellness/rightsresponsibilities.php](http://www2.uttyler.edu/wellness/rightsresponsibilities.php)

Grade Replacement/ Forgiveness and Census Date Policies
Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at [http://www.uttyler.edu/registrar](http://www.uttyler.edu/registrar). Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar. Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Fully policy details are printed on each Grade Replacement Contract.
The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment.
- Completing the process for tuition exemptions or waivers through Financial Aid.

State-Mandated Course Drop Policy
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability Services
In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD, or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources office and schedule an interview with the Accessibility Case Manager/ ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria applies to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903-566-7079. You may also send an email to cstaples@uttyler.edu.

Student Absence due to Religious Observance
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.
Social Security and FERPA Statement:
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g. via email) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation
Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do no re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Concealed Handguns
Per the Handbook of Operating Procedures a/k/a “HOP”, Section 2.10.1 Concealed Handguns on Campus; C(7) specifically states:

“We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at http://www.uttyler.edu/about/campus-carry/index.php.”

UT Tyler a Tobacco-Free University:
All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free.

Syllabus Revisions
The standards and requirements set forth in this syllabus may be modified at any time by the course instructor. Notice of such changes will be by announcement in class or by written email notice with adequate time for the students to make the necessary coursework adjustments.