



Sam Houston State University

DEPARTMENT OF GENERAL BUSINESS AND FINANCE

SYLLABUS – FIN 3310 FALL 2017

COURSE TITLE: Financial Institutions and Markets
INSTRUCTOR: Joanie McFarland
E-MAIL: joanie@woodforest.com
OFFICE HOURS: By appointment
TEXT: *Financial Markets and Institutions 8th ed.*, F. Mishkin & S. Eakins, Pearson Publishing, 2015 http://wps.prenhall.com/bp_mishkin_finmks_8

SUPPLEMENTAL MATERIALS: There are many supplement materials (PowerPoint slides, review problems, etc.) to be found on Blackboard. I also periodically update materials or make announcements through Blackboard. Thus, it is important that you periodically check Blackboard for course updates and be certain that the email address listed on the Blackboard system is one that you regularly access or from which you have messages forwarded.

DESCRIPTION OF COURSE: A practical introduction to the workings of today's financial markets and financial institutions, providing students with an understanding between theoretical concepts and real world applications. Students completing this course will be prepared for successful careers in the financial services industry or successful interactions with financial institutions. Readings and case studies are utilized to provide a contemporary perspective.

COURSE OBJECTIVES: Students will improve their analytical abilities and concrete problem-solving skills while learning about financial markets. The major objectives of this course are:

- To build student's knowledge and understanding of financial markets and institutions.
- To provide students with a practical understanding of the fundamental principles, generalizations, and theories of financial markets and financial institutions.
- To introduce students to common terminology used in financial markets and financial institutions.
- To provide students with opportunities to build their skills in topic research and in expressing themselves both orally and in writing.

CLASS MEETINGS: University Center Woodlands, Thursday, 6:00pm – 8:50 p.m. beginning on Thursday, August 24, 2017 and ending with the final exam on Thursday, December 7, 2017

INSTRUCTIONAL ACTIVITIES: Class time will be devoted to highlighting important material and demonstrating problem-solving techniques. It is assumed that you have read any assigned material carefully **BEFORE** class.

COURSE EVALUATION PROCESS: There will be three exams plus a final comprehensive exam as well as periodic quizzes and current event assignments. The weighting scheme will be as follows:

Quizzes (6 x 3%)	18%
Homework (3 x 3.33%)	10%
Exams (3 x 20%)	60%
Current Events (2 x 6%)	12%
Comprehensive Final*	

The exams will include multiple choice questions but also many short answer questions. Your exams will be graded and returned to you for review and then taken back up to record the grades. If the exam leaves the classroom, a grade of zero will be assigned. Problems with taking any exam(s) on the scheduled date(s) must be discussed with the instructor before the exam. If an exam is missed, a grade of zero (0) will be assigned. Under rare circumstances, a make-up exam may be arranged. This highly unlikely occurrence is at the totally arbitrary

discretion of your professor. You may replace the lowest of your exam scores with the final exam grade if needed. An extra credit project may be submitted. The details of the project will be provided to any interested parties.

Grades in this course are determined by applying the following scale to a student's weighted average:

90 – 100	A
80 – 89.99	B
70 – 79.99	C
60 – 69.99	D
Below 60	F

CURRENT EVENTS: You will be responsible for monitoring the daily news and submitting two current events throughout the semester. The student will provide a printed copy of the article being covered as well as a written summary of the article. The summary should include the impact of the event to the current market and how the article is relevant to this course. The summary should be two to three pages in length. At the beginning of each class (except for nights with exams), there will be up to 25 minutes of class time allocated to current event presentations. It is entirely up to the student to properly prepare for presentation and take advantage of the time allotted for current events before each scheduled lecture. A sign-up sheet will be available. Given the numerous opportunities available to each student, no exception will be provided. A grade sheet for current events can be found on Blackboard.

ATTENDANCE: Regular class attendance is necessary to do well in this course and attendance will be taken during each class period. A seating chart will be circulated at the beginning of the second class period. Your seat at that time will become your permanent seat. This will help me learn your names more quickly and help you learn the names of your classmates. One class period, equal to three hours, can be missed without penalty, except for examination days and presentation days. For each hour missed from the 4th through the 7th, 1-point will be subtracted from the final grade for each hour missed. All absences totaling 8 hours or more will result in a grade of "F" for the course.

OTHER COMMENTS:

- Students are expected to remove their caps, hats, or other headgear while in class.
- Eating and drinking are strictly prohibited in the classroom with the exception of bottled water.
- I expect you to be respectful and courteous to others. Pagers, cell phones, and anything else that rings, beeps, or otherwise disturbs the class and/or your instructor should be disabled for the duration of the class.
- During class, you may use your computer only for class-related activities. These include activities such as taking notes on the lecture underway or following the lecture on the PowerPoint slides provided on Blackboard. If you use your computer in ways that are deemed disruptive by your classmates or your instructor, you will be asked to turn the computer off.

ACADEMIC DISHONESTY: All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials. For a complete listing of the university policy, see the [SHSU Academic Honesty Policy](#).

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY: Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...." A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed. For a complete listing of the university policy, see the [SHSU Absences on Religious Holy Days Policy](#).

STUDENTS WITH DISABILITIES POLICY: It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

VISITORS IN THE CLASSROOM: Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.

Tentative Course Outline

Date	Discussion	Reading	Due
August 24, 2017	Introduction	Chapters 1 & 2	
August 31, 2017		Chapter 3 & 4	
September 7, 2017	Quiz #1 (Ch. 1,2,3,4)	Chapter 5	
September 14, 2017		Chapter 7, 9	
September 21, 2017	Quiz #2 (Ch. 5, 7, & 9)	Chapter 10	
September 28, 2017	Exam #1		Homework #1
October 5, 2017		Chapter 11 & 12	
October 12, 2017	Quiz #3 (Ch. 11 & 12)	Chapters 13 & 14	
October 19, 2017	Quiz #4 (Ch. 13-14)	Chapter 20, 21	
October 26, 2017	Quiz #5 (Ch. 20, 21)	Chapter 22	
November 2, 2017	Exam #2		
November 9, 2017		Chapter 17 & 18	
November 16, 2017	Quiz #6 (Ch. 17, 18)	Chapter 6, 8	
November 23, 2017	THANKSGIVING!		
November 30, 2017	Exam #3		Homework #3
December 7, 2017	FINAL EXAM	Comprehensive	