

The University of Georgia
Terry College of Business
Department of Insurance, Legal Studies and Real Estate

RMIN 5100S – Commercial Property & Liability Insurance

Spring 2022

Instructor: Jennifer (Jenny) Atkinson
Office: Moore-Rooker Hall, Room A416
Email: jenatk@uga.edu (please type "RMIN 5100S" in the subject line, to prevent the message being directed to my junk mail folder)

Office Hours: Wednesdays 3:00 PM to 4:00 PM (IN OFFICE - Walk-ins Welcome)

Individual Appointments Also Available:

- Book In-Person Meeting here: <https://calendly.com/atkinson-uga/atkinson-in-person-office-hours>
- Book Zoom Meeting here: <https://calendly.com/atkinson-uga/zoom-office-hours>

Class Info: **This class meets in-person. Face coverings are encouraged.**
Section 43908 MWF 12:40 to 1:30 Orkin Hall, Room D101
Section 44206 MWF 1:50 to 2:40 Orkin Hall, Room D101
**Class Lecture may be available for remote-viewing if a student cannot attend in person due to Covid-19 or other illness.*

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

I. Required texts and materials

- **Commercial Property & Liability Insurance, 1st edition (Custom for University of Georgia) Developed for Jennifer Atkinson, RMIN 5100S.** This custom book is available:
 - The University of Georgia bookstore
 - CPCU Website: <https://www.theinstitutes.org/guide/college/shop>

NOTE: The companion study guide is also strongly recommended and available through the website.
- Via eLC: Videos, Presentations & Articles

II. Course description

This course is an introduction to commercial property and liability insurance contracts. Property and liability risks and the effective management of these risks with insurance. Application of property insurance to pure risk exposures including direct and indirect property. Application of

liability insurance to general business liability and catastrophic liability risks. Current topics in the field of commercial property and liability insurance. Group case study. Additional topics related to commercial insurance are also discussed. This course is a prerequisite for the advanced Property and Liability courses offered within this program.

This course includes a service-learning project that employs skills and knowledge learned in the course. The service-learning project also teaches new skills and knowledge related to course objectives.

Prerequisite: RMIN 4000. An introduction to commercial property and liability insurance contracts. Additional topics related to commercial insurance are also discussed.

Note: The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

III. Course Objectives

- Identify the property and liability loss exposures faced by any organization
- Recommend appropriate insurance coverages and noninsurance management techniques to handle those loss exposures
- Explain whether a particular loss is covered under any of the insurance policies surveyed in this course
- Apply the materials from this course in analysis of the risks involved in a specific firm of the student's choosing
- Present a risk management analysis and insurance policy review of a local business in a professional manner.

IV. Exam / Project Dates & Grading

The course grade will be determined using the following grade weights:

- Exam 1: Wednesday, Feb 9th 22%
- Exam 2: Wednesday, March 23rd 24%
- “The Project” Thursday, April 28th (4:30PM) 24%
- Exam 3 24%
 - 1:50 PM Class: Friday, May 6th at 12 NOON (2 hours)
 - 12:40 PM Class Wednesday, May 11th at 12 NOON (2 hours)
- “The Project” Management Reports – “PMR” 6%
 - Due Every other Monday (10PM), beginning Monday, February 14th

The final exam must be taken at the designated time as stated by the Registrar. The only exceptions that will be made are for those students who have three or more exams scheduled on the same day, or two scheduled at the same time. If you have such a schedule, you should complete the following steps before your scheduled final exam:

Complete the petition at <http://www.curriculumsystems.uga.edu/FinalExamConflicts/FinalExamConflicts.html>
Return the completed petition to me, so that the ex **BY April 1st** so that it can be rescheduled

The baseline grading scale will be as follows:

A = 93-100%	C+ = 77-79.9%
A- = 90-92.9%	C = 73-76.9%
B+ = 87-89.9%	C- = 70-72.9%
B = 84-86.9%	D = 60-69%
B- = 80-83.9%	F = Below 60%

Note: The letter grades will be assigned in strict accordance with the above grading scale. Grades will NOT be rounded up to the next best +/- grade. There will be extra credit opportunities throughout the semester. However, there will be NO extra credit opportunities offered after the last day of class. Please be sure to take advantage of opportunities as they are offered.

V. Exams

There will be three exams given during the semester. You are required to take all three exams. The exam questions may consist of multiple choice, quantitative problems and/or short answer. Exam questions will come from class lectures, reading assignments and on-line reading assignments, videos, and hand-outs. Questions on each exam may be based on reading material that was not explicitly discussed in class. Please bring at least one #2 pencil to each exam. You may also bring a calculator to each exam, but **will not** be allowed to share calculators. The calculator **cannot** be a cell phone, computer, mass storage or communication device.

Examination papers will not be returned to the student. Exams can be reviewed in my office by appointment. You may write on the exam paper while reviewing exams, but should not attempt to make any other written notes. You may not copy any exam questions or keep any exam materials.

MISSING AN EXAM: Students are required to take the exam at the date and time scheduled. If a student must miss a midterm exam due to an illness (with a doctor's excuse) or a family emergency (with verification), that student will be permitted to make up the exam within 1 week of returning to class. I reserve the right to administer a different exam. Take note of the exams dates now. Job Interviews are NOT an excuse to miss or reschedule an exam.

All students are required to take the final exam at the time scheduled by the university, unless the Office of Student Affairs has approved rescheduling. If a student fails to take the final exam at the scheduled date and time, the student will receive a zero on the final exam.

VI. Academic dishonesty

As a University of Georgia student, you have agreed to abide by the University's academic honesty policy, "A Culture of Honesty," and the Student Honor Code. All academic work must meet the standards described in "A Culture of Honesty" found at: <https://ovpi.uga.edu/academichonesty/academic-honesty-policy>. Lack of knowledge of the academic honesty policy is not a reasonable explanation for a violation. Questions related to course assignments and the academic honesty policy should be directed to the instructor.

Any students who are determined to be guilty of academic dishonesty will fail this course.

No student will be allowed to take his or her exam from the classroom or copy exam questions. You will be given ample opportunity during my office hours to review your exams.

VII. Special needs

Disability: Any student who feels that he or she may need an accommodation for any sort of disability should consult with me as soon as possible so that arrangements can be made.

Religious Holidays: Any student who finds an Exam falling a religious holiday that they celebrate is welcome to a rescheduled exam date. However, you must notify me, in writing, at least 2 weeks prior to the exam in question.

VIII. Attendance & Participation

Attendance is strongly advised. Class lectures and activities are designed to help you succeed in this class and in this industry. Students are expected to attend class regularly and participate in class discussions and activities.

If you must miss a class, it is your responsibility to obtain notes from a fellow student.

*If you must quarantine due to a positive test result for Covid-19 and/or known exposure to Covid-19, you must:

- Report the case to DawgCheck (<https://dawgcheck.uga.edu/>),
- Advise Student Care and Outreach to notify me (sco@uge.edu), and
- Contact me immediately (jenatk@uga.edu) to make appropriate arrangements for staying current in class.

Participation: Quizzes, Activities, & Assignments for extra credit: At various points in the semester, there will be quizzes (often unannounced), activities, and assignments. To receive credit, you must complete the quizzes, activities, and assignments when they are due. Most of these opportunities will be in class, some will be in ELC, and some will be outside of class.

Mandatory Classes: All students are required to attend Class on days when we have a Guest Speaker. All Guest Speakers will be announced in class and via eLC, at least, two weeks prior to class. If you fail to attend a class when we have a Guest Speaker, one point will be deducted from your final grade. You are also required to attend class when we have an Exam. Please see the Exam section for further information.

IX. Business Case Study Group project “THE PROJECT”

A group project will be required of all students. You must select your own group members. Each groups must consist of 3 to 6 students. The project will consist of an analysis of the pure risk exposures and insurance coverages of a small business firm in the Athens or Atlanta area. If you decide to do a franchise of a larger company, be sure that the franchisee has separate insurance coverage and does not depend on any insurance coverages from the corporate organization.

X. RMI Homepage

The address for the RMI homepage is <http://www.terry.uga.edu/insurance/>. For those students interested in becoming RMI majors, you should familiarize yourself with this site. Important dates, events, and announcements related to the RMI program appear here as well as information regarding the Resume Book, Internships, Scholarships, Careers Day, Job Placement, RMININFO listserv and other important topics.

XI. eLearning Commons (eLC)

An eLearning Commons (eLC) page has been established as a means to efficiently administer this class. All Announcements, including policies, changes to the Syllabus, upcoming Guest Speakers, Office Hours and Homework assignments will be posted on eLC. The Syllabus, Power Points for the lectures and other material will also be distributed on eLC. You are responsible for accessing eLearning Commons on a regular basis. Should you have trouble accessing eLearning Commons, please refer to the Student Tutorial.

XII. Diversity & Inclusion

The Terry College is committed to promoting diversity, equity, inclusion, and belonging among its students, faculty, and staff. This class welcomes the open exchange of ideas and values freedom of thought and expression. This class provides a professional environment that recognizes the inherent worth of every person. It aims to foster dignity, understanding, and mutual respect among all individuals in the class.

RMIN 5100S–Commercial Property and Liability Insurance Schedule of Topics

All readings are to be done prior to class. Additional material, such as handouts, notes, announcements, homework problems, etc., should be retrieved from the eLC homepage prior to class. Please come prepared.

1. Chapter 1: Introduction to Commercial Property Risk Management & Insurance
2. Chapters 2 & 3: Building & Personal Property Coverage Form
3. Chapter 4: Commercial Liability Loss Exposures and Risk Control
4. Chapters 5 & 6: Commercial General Liability Insurance

*The schedule is subject to change. Actual depth of coverage will depend on available time.

CORONAVIRUS INFORMATION FOR STUDENTS FOR FALL 2021 CLASSES

Face coverings:

Following guidance from the University System of Georgia, face coverings are recommended for all individuals while inside campus facilities.

How can I obtain the COVID-19 vaccine?

University Health Center is scheduling appointments for students through the UHC Patient Portal (https://patientportal.uhs.uga.edu/login_dualauthentication.aspx). Learn more here – <https://www.uhs.uga.edu/healthtopics/covid-vaccine>.

The Georgia Department of Health, pharmacy chains and local providers also offer the COVID-19 vaccine at no cost to you. To find a COVID-19 vaccination location near you, please go to: <https://georgia.gov/covid-vaccine>.

In addition, the University System of Georgia has made COVID-19 vaccines available at 15 campuses statewide and you can locate one here: <https://www.usg.edu/vaccination>

What do I do if I have COVID-19 symptoms?

Students showing COVID-19 symptoms should self-isolate and schedule an appointment with the University Health Center by calling 706-542-1162 (Monday-Friday, 8 a.m.-5p.m.). Please DO NOT walk-in. For emergencies and after-hours care, see, <https://www.uhs.uga.edu/info/emergencies>.

What do I do if I test positive for COVID-19?

If you test positive for COVID-19 at any time, you are required to report it through the DawgCheck Test Reporting Survey. We encourage you to stay at home if you become ill or until you have excluded COVID-19 as the cause of your symptoms. UGA adheres to current Georgia Department of Public Health (DPH) quarantine and isolation guidance and requires that it be followed. Follow the instructions provided to you when you report your positive test result in DawgCheck.

Guidelines for COVID-19 Quarantine Period (As of 8/1/21; follow DawgCheck or see DPH website for most up-to-date recommendations)

Students who are fully vaccinated do not need to quarantine upon exposure unless they have symptoms of COVID-19 themselves. All others should follow the Georgia Department of Public Health (DPH) recommendations:

Students who are not fully vaccinated and have been directly exposed to COVID-19 but are not showing symptoms should self-quarantine for 10 days. Those quarantining for 10 days must have been symptom-free throughout the monitoring period and continue self-monitoring for COVID-19 symptoms for a total of 14 days. You should report the need to quarantine on DawgCheck (<https://dawgcheck.uga.edu/>), and communicate directly with your faculty to coordinate your coursework while in quarantine. If you need additional help, reach out to Student Care and Outreach (sco@uga.edu) for assistance. Students, faculty and staff who have been in close contact with someone who has COVID-19 are no longer required to quarantine if they have been fully vaccinated against the disease and show no symptoms.

Well-being, Mental Health, and Student Support

If you or someone you know needs assistance, you are encouraged to contact Student Care & Outreach in the Division of Student Affairs at 706-542-7774 or visit <https://sco.uga.edu/>. They will help you navigate any difficult circumstances you may be facing by connecting you with the appropriate resources or services.

UGA has several resources to support your well-being and mental health: <https://well-being.uga.edu/>

Counseling and Psychiatric Services (CAPS) is your go-to, on-campus resource for emotional, social and behavioral-health support: <https://caps.uga.edu/>, TAO Online Support (<https://caps.uga.edu/tao/>), 24/7 support at 706-542-2273. For crisis support: <https://healthcenter.uga.edu/emergencies/>.

The University Health Center offers FREE workshops, classes, mentoring and health coaching led by licensed clinicians or health educators: <https://healthcenter.uga.edu/bewelluga/>

Monitoring conditions:

Note that the guidance referenced in this syllabus is subject to change based on recommendations from the Georgia Department of Public Health, the University System of Georgia, or the Governor's Office. For the latest on UGA policy, you can visit coronavirus.uga.edu.