

Cover Sheet: Request 15059

FIN 4128 Financial Plan Development

Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Deborah Himes debbie.himes@warrington.ufl.edu
Created	6/10/2020 12:30:15 PM
Updated	9/10/2020 4:29:23 PM
Description of request	New course

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CBA - Finance, Insurance and Real Estate 011706000	Deborah Himes		6/10/2020
No document changes					
College	Approved	CBA - College of Business Administration, Warrington	Renee Mathis	Approved at a virtual faculty meeting on 6/30/20.	6/30/2020
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			6/30/2020
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 15059

Info

Request: FIN 4128 Financial Plan Development
Description of request: New course
Submitter: Deborah Himes debbie.himes@warrington.ufl.edu
Created: 6/10/2020 12:00:19 PM
Form version: 1

Responses

Recommended Prefix FIN
Course Level 4
Course Number 128
Category of Instruction Advanced
Lab Code None
Course Title Financial Plan Development
Transcript Title Fin Plan Development
Degree Type Baccalaureate

Delivery Method(s) On-Campus
Co-Listing No

Effective Term Spring
Effective Year 2021
Rotating Topic? No
Repeatable Credit? No

Amount of Credit 4

S/U Only? No
Contact Type Regularly Scheduled
Weekly Contact Hours 4

Course Description Capstone course in financial planning. Covers retirement needs, individual, corporate, and government retirement plans, plus group benefits plans. Examines professional issues in financial planning, including ethical considerations, regulation and certification requirements, written and oral communication skills, and professional responsibility. Students develop a comprehensive financial plan.

Prerequisites RMI 3011 and FIN 3124

Co-requisites FIN 4132

Rationale and Placement in Curriculum FIN 3124, FIN 4128, FIN 4132, and RMI 3011 cover the material required for a student to understand all aspects of wealth management and personal financial planning. Ideally, students complete FIN 3124, RMI 3011, and FIN 4132 prior to taking this course. However, FIN 4132 can be taken concurrently.

FIN 4128 is the capstone course in the financial planning sequence. The first part of the course focuses on retirement savings and income planning, and includes topics such as retirement needs analysis, federal retirement offerings (Social Security), corporate retirement plan offerings, and business succession planning. For the second part of the course, students focus on the development of a comprehensive financial plan, bringing together the elements from all four courses in this sequence. The final project for the course is a complete personal financial plan for an individual.

Course Objectives The first part of the course introduces retirement and employee benefit planning for businesses and individuals. The course focuses on the practical knowledge for choosing the best retirement plan and designing a plan that will meet the needs of the client from a tax and employee benefit standpoint. Other topics include social security and Medicare, and business succession planning. The second part of the course examines the financial condition of individuals or families, applying the financial planning topics covered in the previous courses. Students complete several financial planning cases related to insurance, investing, taxation, retirement planning and employee benefits, and estate planning. Students also develop a financial plan and present their

recommendations.

Course Textbook(s) and/or Other Assigned Reading Retirement Planning & Employee Benefits, 16th edition, J.F. Dalton and M. A. Dalton, Money Education 2020, ISBN: 978-1-946711-27-4

Cases in Financial Planning Analysis and Presentation, 4th edition. K.F. Oakley, J.F. Dalton, and M. A. Dalton, Money Education 2020, ISBN: 978-1-936602-44-5

Weekly Schedule of Topics Week One

8/23/2021 Monday

RP: Chapter 1 Introduction to Retirement Planning, syllabus

8/25/2021 Wednesday RP: Chapter 2 Retirement Accumulation & Distribution

Week Two

8/30/2021 Monday

RP: Chapter 3 & 4 Qualified Plan Overview

9/1/2021 Wednesday RP: Chapter 4 Qualified Pension Plans

Week Three

9/6/2021 Monday

University: Martin Luther King Day - No Classes

9/8/2021 Wednesday RP: Chapter 11 Social Security

Week Four

9/13/2021 Monday

RP: Chapter 5 Profit Sharing Plans

9/15/2021 Wednesday RP: Chapter 7 Distribution from Qualified Plans

Week Five

9/20/2021 Monday

RP: Chapter 11 Medicare & Medicaid

9/22/2021 Wednesday RP: Chapter 8 Qualified Plans

Week Six

9/27/2021 Monday

RP: Chapter 9 IRAs and SEPs

9/29/2021 Wednesday RP: Chapter 10 Simple, 403(b), and 457 Plans

Week Seven

10/4/2021 Monday

Class notes Business Secession Planning

10/6/2021 Wednesday Class notes Business Secession Planning

Week Eight

10/11/2021

Monday

Exam 1 Review

10/13/2021 Wednesday Exam Exam 1: RP Chapters 1-5,7-11, Secession Notes

Week Nine

10/18/2021 Monday

Class notes Review: General principles, education planning
10/20/2021 Wednesday Class notes Review: Risk management and investment planning

Week Ten

10/25/2021 Monday

Class notes Review: Tax and estate planning
10/27/2021 Wednesday CB: Chapter 1 Mini case - example

Week Eleven

11/1/2021 Monday

Presentations Mini cases 1-4
11/3/2021 Wednesday Presentations Mini cases 5-8

Week Twelve

11/8/2021 Monday

CB: Chapter 1 Burke Case presentation and discussion
11/10/2021 Wednesday CB: Chapter 2 Burke Case presentation and discussion

Week Thirteen

11/15/2021 Monday

CB: Chapter 3 Burke Case presentation and discussion
11/17/2021 Wednesday

Discussion: Plan Development

Week Fourteen

11/22/2021 Monday

Discussion: Plan Development
11/24/2021 Wednesday

University: Thanksgiving - No Classes

Week Fifteen

11/29/2021 Monday Presentations Comprehensive Financial Plans
12/1/2021 Wednesday Presentations Comprehensive Financial Plans

Week Sixteen

12/6/2021 Monday

Presentations Comprehensive Financial Plans
12/8/2021 Wednesday Presentations Comprehensive Financial Plans

Grading Scheme Student grades will be determined based on 100 points:

1. Exam – 30 points
Closed-book, closed-notes. Multiple choice questions plus free response questions.
2. Mini cases – 20 points (10 points each)
3. Comprehensive Financial Plan – 40 points
5. Attendance – 10 points, checked 20 times during the term. 1/2 point for each time present.

Course grades will be based on the following numeric scale:

Minimum
Points Course
Grade
90% A
87%

A-
84%

B+
80% B
77%

B-
74%

C+
70% C
67%

C-
64%

D+
60% D
57%

D-

The grade cutoffs may be adjusted down, particularly if assignments are more difficult than expected. Grade cutoffs will never be increased. Student grade information will be maintained in the Gradebook function in E-Learning.

Information on current UF grading policies for assigning grade points. This may be achieved by including a link to the web page:

<http://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

Instructor(s) To be determined

Attendance & Make-up Yes

Accomodations Yes

UF Grading Policies for assigning Grade Points Yes

Course Evaluation Policy Yes

FIN 4128
Financial Plan Development

Course Syllabus
Fall 2021 Term

COURSE INSTRUCTOR

John C. Banko, Ph.D., CFA
Senior Lecturer of Finance

Office: David Stuzin Hall, Room 321A

Office Hours: Tuesday & Thursday, 10a – 12p

Phone: (352) 392-6395

E-Mail: john.banko@warrington.ufl.edu

COURSE LOCATION

The class is taught in Heavener Hall, Room 210, every Monday and Wednesday, during Periods 1-2 (7:25a - 8:15a & 8:30a - 9:20a).

COURSE OVERVIEW AND OBJECTIVES

The course is designed to help students understand what the financial planning process is, as defined by the Certified Financial Planner Board of Standards (www.cfp.net), and how to utilize it to be an effective financial planner. The first part of the course introduces you to retirement and employee benefit planning for businesses and individuals. The course focuses on the practical knowledge for choosing the best retirement plan and designing a plan that will meet the needs of the client from a tax and employee benefit standpoint. Other topics include social security and Medicare, and business succession planning.

In the second part of this course, students examine the financial condition of individuals or families, applying the financial planning topics covered in the previous courses. Students complete several financial planning cases related to insurance, investing, taxation, retirement planning and employee benefits, and estate planning. Students also develop a financial plan and present their recommendations.

COURSE PREREQUISITE

Prerequisite required: FIN 3124 and RMI 3011; Co-requisite required: FIN 4132

COURSE MATERIALS TO PURCHASE FROM BOOKSTORE / ONLINE

The materials for the course will be:

Retirement Planning & Employee Benefits, 16th edition. J.F. Dalton and M. A. Dalton
Money Education. 2020.
ISBN: 978-1-946711-27-4

Cases in Financial Planning Analysis and Presentation, 4th edition. K.F. Oakley, J.F. Dalton, and M. A. Dalton, 2020.
ISBN: 978-1-936602-44-5

Available at many online retailers including the publisher, Money Education.

Financial Calculator. You must have a financial calculator to get through the course. Many of the exam and course problems involve complex financial calculations and a financial calculator is necessary to solve them. You are only permitted to use the HP 10b family of calculators, the Texas Instruments BAII Plus family of calculators, and the Casio FC-200V financial calculator.

CFP Standards and Lecture Notes, available in the E-Learning course website.

ACCESSING THE COURSE WEBSITE

This course is presented via the University of Florida's Canvas e-Learning course management system: <http://elearning.ufl.edu>

Log in to Canvas using your GatorLink user name and password. From the list of courses, choose "FIN 4128" from the list of courses. You must be registered for this course to gain access to the course materials. It may take 24-48 hours for Canvas to be updated with the latest enrollment data from the Registrar's Office. Therefore, if you have just added the course and are denied access, try again in 24-48 hours.

The University of Florida supports the Canvas course management system. If you need help using the Canvas Course Management System, contact the UF Computing Help Desk at 352-392-HELP (392-4357), or go to their Webpage at <http://helpdesk.ufl.edu/>

COURSE GRADES

Student grades will be determined based on 100 points:

1. Exam – 30 points
Closed-book, closed-notes. Multiple choice questions plus free response questions.
2. Mini cases – 20 points (10 points each)
3. Comprehensive Financial Plan – 40 points
5. Attendance – 10 points, checked 20 times during the term. 1/2 point for each time present.

Course grades will be based on the following numeric scale:

Minimum Points	Course Grade
90%	A
87%	A-
84%	B+
80%	B
77%	B-
74%	C+
70%	C
67%	C-
64%	D+
60%	D
57%	D-

Student grade information will be maintained in the Gradebook function in E-Learning.

Information on current UF grading policies for assigning grade points. This may be achieved by including a link to the web page:

<http://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

MINI CASES

The class will be split into 8 teams consisting of 3-4 students. Mini cases will be completed in teams. The case book includes 8 mini cases -- teams will assigned to one of the cases.

The mini case will be developed by the team, and student teams will present their solution to the class. Grading will be based on the presentation, including peer evaluations of the presentations. A formal rubric is provided on the class website, based on the following criteria: client analysis, data analysis, identification of issues, recommendations, and overall presentation. The only deliverable is the PPT presentation.

PPT presentation is due Friday, November 5th, at 11:59p, posted to the Assignments section of the class website in Canvas.

COMPREHENSIVE FINANCIAL PLAN

Students will demonstrate the ability to analyze client data and synthesize a comprehensive financial plan for their case study client. The objectives of the assignment are to: 1) demonstrate a comprehensive understanding of the content found within the Financial Planning curriculum and effectively apply and integrate this information in the formulation of a financial plan, 2) effectively communicate the financial plan in writing, 4) analyze personal financial situations, evaluating clients' objectives, needs, and values to develop an appropriate strategy within the financial plan, 5) demonstrate logic and reasoning to identify the strengths and weaknesses of various approaches to a specific problem, 6) evaluate the impact of economic, political, and regulatory issues with regard to the financial process, and 7) apply the CFP Board Financial Planning Practice Standards to the financial planning process.

Students will prepare both a written financial plan and a presentation for the class. A grading rubric is provided after the Course Schedule. Sample written plans are provided on the class website in Canvas.

Both the written financial plan and PPT presentation are due Tuesday, November 23rd, at 11:59p, posted to the Assignments section of the class website in Canvas.

MAKE-UP WORK

A make-up exam or extension on a case/plan deadline will be offered for two situations: (1) unexpected situations that prevent you from taking the exam, and (2) university-approved absences, such as military leave, religious observances, etc.

For unexpected situations that prevent you from taking the exam or submitting an assignment on time, documentation must be provided from an independent 3rd party with the relevant credentials. Valid excuses include, for example, medically unable to take the exam with valid documentation from a doctor, where the doctor was seen immediately prior to/after the exam/assignment due date/time.

Documentation needs to be on official letterhead. It must include usual contact information, such as name, address, phone, and e-mail. Dated, of course. It must include a person to contact for questions – the name of a person.

As per UF policy, students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. For assignments and during-term exams, a reasonable amount of time is within the term in which the student is enrolled in the class. For final exams, a reasonable amount of time is within 60 days after the originally scheduled final exam date; however, students in their graduation semester may require expedited accommodations to ensure graduation as scheduled.

Requirements for class attendance and a make-up exam, assignments, and other work in this course are consistent with university policies that can be found at:

<http://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>

EVALUATIONS

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <http://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens and can complete evaluations through the email they receive from GatorEvals, in the Canvas course menu under GatorEvals, or via <http://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <http://gatorevals.aa.ufl.edu/public-results/>.

STUDENTS WITH DISABILITIES

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

See the DRC website: <https://disability.ufl.edu/students/get-started/>

ACADEMIC HONESTY

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code specifies several behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor in this class.

HEALTH AND WELLNESS RESOURCES

U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit <http://umatter.ufl.edu/> to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: Visit <http://counseling.ufl.edu/> or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need or visit <http://shcc.ufl.edu/>.

University Police Department: Visit <http://police.ufl.edu/> or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; <http://ufhealth.org/emergency-room-trauma-center>.

SCHEDULE

Week One			
Date	Day	Book Chapter	Assignment / Activity
8/23/2021	Monday	RP: Chapter 1	Introduction to Retirement Planning, syllabus
8/24/2021	Tuesday		
8/25/2021	Wednesday	RP: Chapter 2	Retirement Accumulation & Distribution
8/26/2021	Thursday		
8/27/2021	Friday		
8/28/2021	Saturday		
8/29/2021	Sunday		

Week Two			
8/30/2021	Monday	RP: Chapter 3 & 4	Qualified Plan Overview
8/31/2021	Tuesday		
9/1/2021	Wednesday	RP: Chapter 4	Qualified Pension Plans
9/2/2021	Thursday		
9/3/2021	Friday		
9/4/2021	Saturday		
9/5/2021	Sunday		

Week Three			
9/6/2021	Monday		University: Labor Day - No Classes
9/7/2021	Tuesday		
9/8/2021	Wednesday	RP: Chapter 11	Social Security
9/9/2021	Thursday		
9/10/2021	Friday		
9/11/2021	Saturday		
9/12/2021	Sunday		

Week Four			
9/13/2021	Monday	RP: Chapter 5	Profit Sharing Plans
9/14/2021	Tuesday		
9/15/2021	Wednesday	RP: Chapter 7	Distribution from Qualified Plans
9/16/2021	Thursday		
9/17/2021	Friday		
9/18/2021	Saturday		
9/19/2021	Sunday		

Week Five			
-----------	--	--	--

9/20/2021	Monday	RP: Chapter 11	Medicare & Medicaid
9/21/2021	Tuesday		
9/22/2021	Wednesday	RP: Chapter 8	Qualified Plans
9/23/2021	Thursday		
9/24/2021	Friday		
9/25/2021	Saturday		
9/26/2021	Sunday		

Week Six			
9/27/2021	Monday	RP: Chapter 9	IRAs and SEPs
9/28/2021	Tuesday		
9/29/2021	Wednesday	RP: Chapter 10	Simple, 403(b), and 457 Plans
9/30/2021	Thursday		
10/1/2021	Friday		
10/2/2021	Saturday		
10/3/2021	Sunday		

Week Seven			
10/4/2021	Monday	Class notes	Business Secession Planning
10/5/2021	Tuesday		
10/6/2021	Wednesday	Class notes	Business Secession Planning
10/7/2021	Thursday		
10/8/2021	Friday		
10/9/2021	Saturday		
10/10/2021	Sunday		

Week Eight			
10/11/2021	Monday		Exam 1 Review
10/12/2021	Tuesday		
10/13/2021	Wednesday	Exam	Exam 1: RP Chapters 1-5,7-11, Secession Notes
10/14/2021	Thursday		
10/15/2021	Friday		
10/16/2021	Saturday		
10/17/2021	Sunday		

Week Nine			
10/18/2021	Monday	Class notes	Review: General principles, education planning
10/19/2021	Tuesday		
10/20/2021	Wednesday	Class notes	Review: Risk management and investment planning
10/21/2021	Thursday		
10/22/2021	Friday		
10/23/2021	Saturday		
10/24/2021	Sunday		

Week Ten			
10/25/2021	Monday	Class notes	Review: Tax and estate planning
10/26/2021	Tuesday		
10/27/2021	Wednesday	CB: Chapter 1	Mini case - example
10/28/2021	Thursday		
10/29/2021	Friday		
10/30/2021	Saturday		
10/31/2021	Sunday		

Week Eleven			
11/1/2021	Monday	Presentations	Mini cases 1-4
11/2/2021	Tuesday		
11/3/2021	Wednesday	Presentations	Mini cases 5-8
11/4/2021	Thursday		
11/5/2021	Friday		
11/6/2021	Saturday		
11/7/2021	Sunday		

Week Twelve			
11/8/2021	Monday	CB: Chapter 1	Burke Case presentation and discussion
11/9/2021	Tuesday		
11/10/2021	Wednesday	CB: Chapter 2	Burke Case presentation and discussion
11/11/2021	Thursday		University: Veterans Day - No Classes
11/12/2021	Friday		
11/13/2021	Saturday		
11/14/2021	Sunday		

Week Thirteen			
11/15/2021	Monday	CB: Chapter 3	Burke Case presentation and discussion
11/16/2021	Tuesday		
11/17/2021	Wednesday		Discussion: Plan Development
11/18/2021	Thursday		
11/19/2021	Friday		
11/20/2021	Saturday		
11/21/2021	Sunday		

Week Fourteen			
11/22/2021	Monday		Discussion: Plan Development
11/23/2021	Tuesday		
11/24/2021	Wednesday		University: Thanksgiving - No Classes
11/25/2021	Thursday		University: Thanksgiving - No Classes
11/26/2021	Friday		University: Thanksgiving - No Classes
11/27/2021	Saturday		University: Thanksgiving - No Classes
11/28/2021	Sunday		

Week Fifteen			
11/29/2021	Monday	Presentations	Comprehensive Financial Plans
11/30/2021	Tuesday		
12/1/2021	Wednesday	Presentations	Comprehensive Financial Plans
12/2/2021	Thursday		
12/3/2021	Friday		
12/4/2021	Saturday		
12/5/2021	Sunday		

Week Sixteen			
12/6/2021	Monday	Presentations	Comprehensive Financial Plans
12/7/2021	Tuesday		
12/8/2021	Wednesday	Presentations	Comprehensive Financial Plans
12/9/2021	Thursday		University: Reading Days - No Exams or Classes
12/10/2021	Friday		University: Reading Days - No Exams or Classes
12/11/2021	Saturday		University: Start of Final Exams
12/12/2021	Sunday		

COMPREHENSIVE FINANCIAL PLAN RUBRIC

Learning Objective	Outstanding 40 – 36 points	Exceeds Expectations 35 – 32 points	Meets Expectations 31 – 28 points	Below Expectations 27 – 0 points
Demonstrate a comprehensive understanding of the content found within the Financial Planning curriculum (in the written portion of plan) (20%)	In the written presentation the student will show an integrated understanding across all major financial planning topics	In the written presentation the student will show an understanding of all major financial planning topics	In the written presentation the student will show an understanding of most of the major financial planning topics	In the written presentation the student will miss applying some of the major concepts and topics financial planning
Analyze personal financial situations, evaluating clients' objectives, needs, and values (15%)	Fully integrate a variety of client issues, needs, and values across the plan	Integrate some key client issues, needs, and values into the plan	Identify key client issues, needs, and values in the plan	Missing key elements of client issues, needs, or value in the plan
Effectively communicate the financial plan, both orally and in writing (15%)	Writing portion will be grammatically correct and oral presentation will demonstrate additional knowledge beyond written presentation	Writing portion will be grammatically correct and oral presentation will support all topics in the written presentation	Writing portion will have minimal grammatical errors and oral presentation will support most of the topics in the written plan	Writing portion will have major grammatical errors and oral presentation will not demonstrate knowledge of major areas of written presentation
Formulate an integrated Financial Plan (10%)	Topics in plan are fully integrated in plan	Most topics are fully integrated in plan	Some topics are integrated in plan	Very few topics are integrated in plan
Collect all necessary and relevant qualitative and quantitative information (10%)	Plan has all necessary and relevant information to support plan	Plan has most of the necessary and relevant information to support plan	Plan has substantial relevant information to support plan	Plan has all little necessary and relevant information to support plan
Identify the strengths and weaknesses of approaches (10%)	Logic and products in plan are sufficiently presented	Logic and products in plan are mostly supported	Logic and products in plan are somewhat supported	Logic and products in plan are rarely supported
Evaluate the impact of economic, political, and regulatory issues (10%)	Economic, political, and regulatory issues are appropriately addressed in plan	Economic, political, and regulatory issues are reasonably addressed in plan	Economic, political, and regulatory issues are somewhat addressed in plan	Economic, political, and regulatory issues are not addressed in plan
Apply the CFP Board Financial Planning Practice Standards (10%)	Plan demonstrates full understanding of CFP Board Standards and appropriately integrates into plan and client's issues, needs and values	Plan demonstrates understanding of CFP Board Standards and integrates some concepts into plan with connection to client's issues, needs, and value	Plan demonstrates some understanding of CFP Board Standards and applies to some aspects in plan	Plan demonstrates little understanding of CFP Board Standards and fails to apply concepts into plan