



## SYLLABUS - SPRING SEMESTER 2020

### RISK MANAGEMENT

**Course Number: FIN 4308. Section 110. Course CRN: 10032**

#### **WARRIOR SHIELD – An Emergency Warning System for Texas A&M University-Central Texas**

Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by [911Cellular](https://portal.publicsafetycloud.net/Account/Login) [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

#### **1. COURSE DATES, MODALITY, AND LOCATION**

This course meets from January 13 through May 7, 2020, in a fully online format except when the campus is closed, as noted on the Course Calendar in this Syllabus or announced by the university (see paragraph above on Warrior Shield).

This course uses the A&M-Central Texas Canvas Learning Management System described more fully later in this syllabus and accessed at: <https://tamuct.instructure.com/>. Students must check the Canvas site frequently throughout the semester. You will use the tamuct username and password communicated to you separately to log on to this system. Canvas will be utilized for communication that includes email, announcements, grades, the syllabus, and learning materials for the duration of the course.

#### **2. INSTRUCTOR CONTACT INFO**

**Name:** Dr. Mary H. Kelly; Associate Professor of Finance

**Office:** 323F Founder's Hall

**Phone:** 254-501-5846 (university may discontinue phones and more fully utilize email that can schedule appointments by phone or on-campus)

**Email:** Contact me by [Canvas email](#).

If you contact my university email of [mhkelly@tamuct.edu](mailto:mhkelly@tamuct.edu) **BE SURE THE SUBJECT LINE SAYS FIN 3301-130.**

**Office Hours:** On-Campus: Tues: 12:15 – 1:15 pm. Don't hesitate to ask for other days/times.

Online Office Hours thru email and phone calls:

Mon: 11 am – Noon and 6-7 pm.

Tues, Weds, Thurs: 4:00-5:00 pm.

Other days and times available. Don't hesitate to ask me.

**Communication between Instructor and Student:** The best way to reach me is [email in Canvas](#) or at my university email stated above. [Be sure to put FIN 3301-130 in the subject line.](#) I generally respond within a day or two, or sooner if I am online for virtual office hours.

**A General Discussion Board** will be set up in Canvas that will allow you to ask questions of others in the class and receive their answers or comments. Utilization of this discussion board is a key feature for class interface beyond the face-to-face class schedule.

**Administrator for Course, Department, and the College of Business Administration (COBA).**

1) call 254-501.5933.

2) COBA general assistance: Email is [cobainfo@tamuct.edu](mailto:cobainfo@tamuct.edu). Phone is 254-519-5437.

**3. COURSE OVERVIEW AND DESCRIPTION**

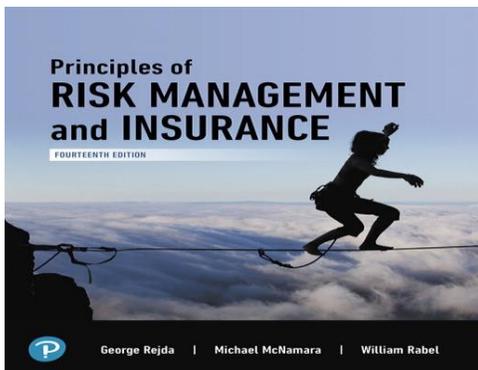
Course Description:

Analyze processing, investing, and evaluation of risk management. Examine risk management process and its application in commercial, personal, and public risk. Explore various types of insurance products, the process by which insurance is sold, and how individuals and organizations manage risk via insurance products.

Prerequisite(s): FIN 3301 or permission of department chair.

**4. COURSE MATERIALS**

- (1) **REQUIRED Textbook:** Available in Print or as E-book. Principles of Risk Management and Insurance, 14<sup>th</sup> Edition. By Rejda, McNamara, and Rabel. Published by Pearson. ISBN: 10: 0-13-5180864 or 13: 978-0-13-5180860. Below is a photo of the cover of the text.



**5. COURSE LEARNING OBJECTIVES (LOs)**

By best practice, learning outcomes are not only measurable, they are explicit at both the course level and at the module level. The Course Learning Outcomes are listed below. This Syllabus has a Course Calendar that includes an assessment map stating the connection between Learning Outcomes and assignments. Upon successful completion of this course, a student should be able to *demonstrate* the following Course Learning Outcomes, which will be *measured* during the course:

1. Describe the risk-return relationship for common types of insurance.
2. Compare and contrast enterprise risk management and traditional risk management.
3. Describe traditional insurance and contrast with social insurance
4. Describe types of insurers and the marketing systems.



### **Incomplete Grades:**

A grade of Incomplete can be given only according to university policy, which requires extenuating circumstances, such as serious illness or other necessary absences, and a grade-to-date in the course of at least a "C," with most of the course completed. Also, an Incomplete must be completed in accordance with university policy. If this does not happen, the "Incomplete" will be changed to "F." Requests should be submitted in writing and should include a detailed explanation and documentation. an address and/or telephone number where you may be contacted throughout the following full-term semester (i.e., Fall or Spring). Also, students will be required to enter into a contract with the professor to finish the course with specified requirements and within a timeframe to be determined by the professor.

## **7. COMMUNICATION GUIDELINES - NETEQUITTE**

Online communication is a very critical component for this online course and is also important for this course in a face-to-face format. You are expected to conduct yourself in the same respectful manner, whether in the face-to-face classroom or in online communications. Be sure to abide by the following guidelines when participating in the various methods of communication with instructors and classmates:

1. Think through your response before responding. Before you submit your comments, proofread your comments to minimize any misunderstandings.
2. Do not capitalize everything. Capital letters may be used for EMPHASIS, BUT IT MAY APPEAR THAT YOU'RE SHOUTING!
3. Keep conversations free from offensive language. The online course is an environment for positive feedback and productive dialogue. Profanity will not be tolerated.
4. Use correct spelling and proper grammar. Keep your responses on topic and concise. Do not write long responses, for they will not likely be read or may take too much of another person's time.
5. Do not ramble. You are not the only person behind a keyboard. Be mindful of others' feelings and treat them with the respect everyone deserves.
6. Communicate respectfully.

In this course, you are also expected to abide by the University's student code of conduct and policies on the classroom. [View the University's Student Code of Conduct online \(Click here for link to an external site\)](#). Visit the Office of Student Conduct Website here. [\(Click here for link to an external site\)](#).

## **8. INSTRUCTOR POLICIES**

### **(8 i.) Copyright Notice**

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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**(8 ii.) Additional Information**

An important component of a learner-centered syllabus is a section directed to you – the student - that explains the instructor’s teaching philosophy for this course. Here it is.

My expectation is for you to develop reasonable proficiency with several established theories about financial valuation. Proficiency includes demonstrating a thorough understanding of the risk - return relationship as the foundation for theories and financial calculations covered in this course. Proficiency also means demonstrating accuracy in financial terminology and calculations. I am always enthusiastic about teaching finance and discussing professional development with students! Remember: **the best way to reach me is Canvas email** or my university email of [mhkelly@tamuct.edu](mailto:mhkelly@tamuct.edu) with FIN 3301-130 in the subject line.

**9. COURSE CALENDAR**

Below is the course calendar. It may change at discretion of professor.

<b>MODULES #1 - #5 AND DATES FOR WEEKS #1 - #17 DURING SEMESTER</b>	<b>TOPICS</b>	<b>CHAPTERS TO BE COVERED. LEARNING MATERIALS WILL BE POSTED IN CANVAS, SUCH AS LECTURE NOTES, POWER POINT SLIDES FOR TEXT, ETC.</b>
<b>MODULE #1</b>	Risk and its Treatment in the growing field of Risk Management	Ch 1, 2, 3, 4, and Learning Materials posted in Canvas
<p>WEEK 1 Mon Jan 13 thru Sun Jan 19</p> <p>WEEK 2 Mon Jan 20 thru Sun Jan 26</p> <p>WEEK 3 Mon Jan 27 thru Sun Feb 2</p> <p>Week 4 Mon Feb 3 thru Sun Feb 9</p>	<p>Introduction, Syllabus, Tutoring Center. Risk and Its Treatment Definitions of Risk Techniques for Managing Risk</p> <p><b>REQUIRED. DUE Jan by 20 at Noon. Student Intro on Discussion Board. See Canvas.</b></p> <p>Insurance and Risk Definitions &amp; Characteristics of Insurance</p> <p><b>REQUIRED. Quiz 1a DUE by Jan 27 at Noon. See Canvas. On chaps 1,2.</b></p> <p>Introduction to Risk Management Objectives, Steps, Benefits.</p> <p><b>REQUIRED Quiz 1b DUE by Feb 3 Noon. On this chap.</b></p> <p>Enterprise Risk Management (ERM) Benefits of ERM Insurance Market Dynamics</p> <p><b>REQUIRED Exam/Quiz 1c DUE by Feb 10 Noon. ON CHAPS 1-4 in this Module. (see sect 5 above for Learning Objectives #1,2,3)</b></p>	<p>Ch 1 and Learning Materials posted in Canvas</p> <p>Ch 2. Learning Materials in Canvas.  Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p> <p>Ch 3. Learning Materials in Canvas.  Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p> <p>Ch 4. Learning Materials in Canvas.  Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p>

<b>MODULE #2</b>	The Insurance Industry	Ch 5,6,7. Learning Materials in Canvas
<p>WEEK 5 Mon Feb 10 thru Sun Feb 16</p> <p>WEEK 6 Mon Feb 17 thru Sun Feb 23</p> <p>WEEK 7 Mon Feb 24 thru Sun March 1</p>	<p>Types of Insurers and Marketing Systems Private Insurance Agents and Brokers</p> <p><b>REQUIRED Quiz 2a DUE Feb 17 Noon. On this chap.</b></p> <p>Insurance Company Operations Rate Making Underwriting Claims Settlement Reinsurance Investments</p> <p><b>REQUIRED Quiz 2b DUE Feb 24 Noon. On this chap.</b></p> <p>Financial Operations of Insurers Property &amp; Casualty Insurers Life Insurance Companies Rate Making</p> <p><b>REQUIRED EXAM/QUIZ 2c DUE March 3 Noon. ON CHAPS 5,6,7 in this Module. (See Sect 5a above for course LO #1,3,4,6)</b></p>	<p>Ch 5. Learning Materials in Canvas.</p> <p>Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p> <p>Ch 6. Learning Materials in Canvas.</p> <p>Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p> <p>Ch 7. Learning Materials in Canvas.</p> <p>Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p>
<b>MODULE #3</b>	Financial Analysis of the Risk-Return Relationship for Lending to a Business	Learning Materials in Canvas. Case Analysis.
<p>Week 8 Mon March 2 thru Sun March 8</p> <p>Week 9 Mon March 9 thru Sun March 15</p>	<p>Review Material in Canvas for Case Analysis in a Real-World Situation</p> <p><b>Extra Credit. DUE by Mon March 9 Noon, Available March 2 – 9 because of Spring Break. Post on Discussion Board.</b></p> <p style="text-align: center;"><b>SPRING BREAK</b></p>	<p>See Learning Materials in Canvas. Case is not in the text.</p>

<p>WEEK 10 Mon March 16 thru Sun March 22</p> <p>Week 11 Mon March 23 thru Sun March 30</p>	<p>Review materials in Canvas on Case Analysis – a Real World Situation.</p> <p><b>REQUIRED: Quiz 3a DUE March 23 Noon. On the Risk-Return Relationship in Commercial-Corporate Lending.</b></p> <p>Review materials in Canvas on Case Analysis – a Real World Situation.</p> <p><b>REQUIRED: Exam/Quiz 3b DUE March 31 Noon. On all material in this Module on Risk-Return Relationship in Corporate Lending.</b></p>	<p>See Learning Materials in Canvas. Case is not in the text.</p>
<p><b>MODULE #4</b></p>	<p>Non-Traditional Insurance</p>	<p>Ch 18, 27. Learning Materials in Canvas</p>
<p>WEEK 12 Mon March 31 Thru Sun April 5</p> <p>WEEK 13 Mon April 6 thru Sun April 12</p>	<p>Social Insurance Programs Social Security, Disability, Medicare, Unemployment, Workers Compensation.</p> <p>Crime Insurance. Surety Bonds. ISO Program.</p> <p><b>REQUIRED Exam 4a, 4b. DUE April 14 Noon. On all chaps in this Module. (See Section 5a above for LO #1,3,4,6)</b></p>	<p>Ch 18. Learning Materials in Canvas. Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p> <p>Ch 27. Learning Materials in Canvas. Online Materials that come with new Text at <a href="http://www.pearson.com">www.pearson.com</a></p>
<p><b>MODULE #5</b></p>	<p>Traditional Insurance</p>	<p>Select Chapters. See Canvas.</p>
<p>WEEK 14 Mon April 13 thru Sun April 19</p>	<p>Read select chapters on: Insurance for Life; Health; Auto; Homeowners; Other Property &amp; Liability. Insurance for: Annuities IRAs; Employee Benefits Plans for Health and Retirement.</p>	<p>Select Chapters on traditional insurance. See guidelines and requirements in Canvas.</p>

<p>Week 15 Mon April 20 thru Sun April 26</p> <p>Week 16 Mon April 27 Thru Sun May 3</p>	<p>Continue and Finish Readings.</p> <p>Draft writing assignment. See Canvas for requirements and guidelines.</p> <p><b>REQUIRED: Written Assignment on Traditional Insurance. DUE April 21 Noon.</b></p>	<p>Same materials as above.</p>
<p><b>FINALS WEEK</b> WEEK 17 Mon May 4 thru Thru May 7</p>	<p>Review scores and course grades. Do Advising for Academic Planning and Professional Development. <b>Extra Credit: DUE May 4 Noon.</b></p>	

## UNIVERSITY RESOURCES, PROCEDURES, AND POLICIES

### 10. TECHNOLOGY REQUIREMENTS FOR THE COURSE

#### **10a. Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system. **We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.**

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

#### **10b. Canvas Support**

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

#### Other Technology Support

For log-in problems, students should contact Help Desk Central

24 hours a day, 7 days a week

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [http://hdc.tamu.edu]

Please let the support technician know you are an A&M-Central Texas student.

## 11. IMPORTANT DATES THIS SEMESTER:

11a. The Academic Calendar can be found at this link:

<https://www.tamuct.edu/registrar/academic-calendar.html>

The following calendar is proposed and **can change** without notice.

Date	Description
January 13, 2020	Add, Drop and Late Registration Begins for 16- and First 8-Week Classes \$25 Fee assessed for late registrants
January 13, 2020	Classes Begin for Spring Semester
January 15, 2020	Deadline for Add, Drop, and Late Registration for 16- and First 8-Week Classes
January 20, 2020	Martin Luther King, Jr Day (University Closed)
January 21, 2020	Deadline to Drop First 8-Week Classes with No Record
January 29, 2020	Deadline to Drop 16-Week Classes with No Record
February 21, 2020	Deadline to Drop First 8-Week Classes with a Quit (Q) or Withdraw (W)
March 1, 2020	Deadline for Teacher Education and Professional Certification Applications
March 6, 2020	Classes end for 1st 8-Weeks
March 9-12, 2020	Spring Break (No Classes - Administrative Offices Open)
March 13, 2020	Spring Break (University Closed)
March 10, 2020	Deadline for Faculty Submission of First 8-Week Final Class Grades (due by 3pm)
March 15, 2020	Deadline for Clinical Teaching/Practicum Applications
March 16, 2020	Add, Drop, and Late Registration Begins for Second 8-Week Classes \$25 Fee assessed for late registrants
March 16, 2020	Classes Begin for Second 8-Week Session
March 16, 2020	Class Schedule Published for Summer Semester
March 18, 2020	Deadline for Add, Drop, and Late Registration for Second 8-Week Classes
March 23, 2020	Deadline to Drop Second 8-Week Classes with No Record
March 27, 2020	Deadline for Graduation Application for Ceremony Participation
March 30, 2020	Registration Opens for Seniors, Post-Bacc, and Graduate Students for Summer Semester
April 3, 2020	Deadline to Drop 16-Week Classes with a Quit (Q) or Withdraw (W)
April 6, 2020	Registration opens for all students for the Summer and Fall Semesters

Date	Description
April 24, 2020	Deadline to Drop Second 8-Week Classes with a Quit (Q) or Withdraw (W)
May 8, 2020	Deadline for Applications for Tuition Rebate for Spring Graduation (5pm)
May 8, 2020	Deadline for Degree Conferral Applications to the Registrar's Office. \$20 Late Application Fee.
May 8, 2020	Deadline to Withdraw from the University for 16- and Second 8-Week Class
May 8, 2020	Spring Semester Ends
May 9, 2020	Spring Commencement Ceremony

**11b. Drop Policy.**

Drop Policy

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop\_Request\_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

**11c. Academic Integrity**

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, working with others in an unauthorized manner, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be referred to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the Student Conduct process](https://www.tamuct.edu/student-affairs/student-conduct.html), [https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may [submit a report](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0), [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=0].

#### **11d. Academic Accommodations**

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://tamuct.instructure.com/courses/717) Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

#### **11e. Important information for Pregnant and/or Parenting Students**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf) online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

#### **11f. Tutoring**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111. Tutor.com tutoring **will not offer writing support** beginning August 1, 2019, but will continue to offer other tutoring support.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic

Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing [studentsuccess@tamuct.edu](mailto:studentsuccess@tamuct.edu) .

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

### **11g. University Writing Center**

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC and/or need any assistance with scheduling.

### **11h. University Library**

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library.

Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].

## **11i. OPTIONAL POLICY STATEMENTS**

### **(11 ii.) A Note about Sexual Violence at A&M-Central Texas**

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

### **(11 iii.) Behavioral Intervention**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, who are exhibiting concerning behaviors, or individuals causing a significant disruption to our community, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the [referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/student-affairs/bat.html) website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.