BUSINESS 367 BENEFITS

Overview
This course provides an overview of benefits related to employment – both legally mandated obligations and voluntarily provided to employees as part of total compensation. The course covers topics such as the salary and job continuity programs (e.g., unemployment insurance, workers’ compensation), direct and indirect financial support for health, dental, vision, life and other forms of insurance, day care, vacation, personal days, economics of the health care industry, health and wellness programs and administration of benefits programs.

Objectives
Students completing this course will be knowledgeable about:
- Laws related to employee benefits
- Economic, social, political and other forces leading to mandated employee benefits as well as the voluntary adoption of employee benefits by employers
- Workers’ compensation, unemployment compensation, and Social Security
- Legal framework and typical provisions for the full array of voluntary employee benefits (e.g., retirement benefits, health and life insurance, compensation for time not worked such as holidays, vacations, and sick pay)
- Factors influencing an organization’s strategic decision to provide various types of benefits
- The organizational impact of benefits on employee attitudes and behaviors
- The economic forces affecting the health care industry and cost of health care
- Techniques for controlling an organization’s health care costs

Required Text and Material

Benefits is a rather technical subject laden with legal terms. It requires the mastery of many details and new terminology. It’s really important that you keep up with the reading, prepare flashcards to memorize material, and mark your readings with questions about things you don’t understand so you can get these clarified in class as soon as possible. More so than in other courses, I will expect that you have studied the readings before class (not just read them) and will come prepared with your questions and ready for discussion.

Course Structure and Requirements
The course will be a mixture of lectures, discussions, and exercises. Grades will be assigned based on the total points earned on the following requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class contribution</td>
<td>25</td>
<td>8.33%</td>
</tr>
<tr>
<td>In class exercises</td>
<td>75</td>
<td>25.00%</td>
</tr>
<tr>
<td>Exam 1</td>
<td>100</td>
<td>33.33%</td>
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<tr>
<td>Exam 2</td>
<td>100</td>
<td>33.33%</td>
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<tr>
<td>Total</td>
<td>300</td>
<td>100%</td>
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Cut points applied will be 276 = A; 270 = A-; 261 = B+; 252 = B; 240 = B-; 231 = C+; 222 = C; 210 = C-; 201 = D+; 192= D; 180 = D-; <180 = F.

In-Class Exercises
During the semester I will give in-class exercises for students to work on in groups of 3-4 students. These exercises may include case studies, analyses of benefits, or essay/discussion questions drawn from the material.

Exams
Two exams will be given during the semester that will consist of multiple choice, true/false, short answer, and matching questions drawn from lectures, the textbook, and class discussions. Students requiring a make-up examination must obtain my approval prior to the scheduled exam and as early as possible.
Professionalism and Integrity
Professionalism is expected of instructors and students alike.

- Come to class and all group meetings on time and prepared.
- Be respectful of others’ opinions, questions, and time. Pay attention and do not carry on side conversations.
- Turn off cell phones, put away pda’s, newspapers, and other materials you are not using for the course. Do not multi-task during class time and group meetings.
- Contact your instructor and/or group members if you must miss a class or meeting, arrive late, or leave early.
- Adhere to university and COBA policies concerning academic dishonesty. As such, “Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others’ academic endeavors” (s. UWS 14.01, Wisconsin Adm. Code). System guidelines and local procedures are printed in the University of Wisconsin Oshkosh Student Handbook. Students who are unsure about how to cite a particular reference or who have questions about when to cite references are responsible for clarifying these issues with me prior to handing in an assignment. Violations of these codes will result in a penalty commensurate with the offense and a letter to the College Dean and Dean of Students.

Class Contribution
Each student in the class is expected to help others meet the learning objectives of this course by attending regularly and making contributions to the class discussion. In addition to asking and answering questions in class, a contribution can be demonstrated in a variety of ways (including, but not limited to the following):

- active participation in class discussions by asking and answering questions and adding value to the class discussion
- active participation in small group discussions and exercises
- sharing of current events, news stories, relevant articles, with the instructor or in class
- sharing other resources that would be useful to the class
- participating in on-line discussions using D2L

At the end of the semester, students who are on the borderline between grades may be either moved up, or moved down, based on the instructor’s assessment of their contribution to the overall success of the course.

Extra Credit
A maximum of 12 extra credit points (4% of 300) can be earned during the semester. Extra credit opportunities will be explained during class.
<table>
<thead>
<tr>
<th>Wk</th>
<th>Topic Readings (M=Martocchio)</th>
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</thead>
</table>
| 1  | Introduction/Course Overview/Pre-test  
The Purpose and Growth of Benefits  
Strategic Planning for Employee Benefits | M Ch. 1 (pp. 4-16); Ch. 4 (pp. 68-75)  
M Ch. 1 (pp. 17-29); M Ch. 4 (pp. 91-99) |
| 2  | Psychology of Benefits  
Economics of Employee Benefit  
Life Insurance Options M Ch. 7 | M Ch. 2  
M Ch. 3 |
| 3  | Retirement  
Government Mandated Programs – Social Security (1935)  
Social Security (cont.) and Disability Insurance | M Ch. 4 (pp. 75-86 & 90-91); M Ch. 5  
M Ch. 8, pp. 189-210 |
| 4  | Government Mandated Programs – Unemployment  
Compensation for Time Not Worked  
Exam 1 (covers through Unemployment) | M Ch. 8, pp. 210-213; WUIHE  
M Ch. 9 (pp. 231-245) |
| 5  | Accommodation and Enhancement Benefits  
Economics of Health Care – Is the Market Efficient?  
Sick Around America  
Health Care Quality and Value: Fixing the System  
Extra Credit and Class Contribution Self-evaluations Due | M Ch. 10; Ch. 9 (pp. 245-252)  
Porter Intro, Porter Ch. 1  
M Ch. 6; M Ch. 4 (pp. 86-90) |
| 6  | Health Care (cont.)  
Managing Your Firm’s Health Care Costs | M Ch. 11 |
| 7  | Maximizing the Impact of Health Care  
Exam 2  
Communicating Benefits to Employees |

Readings List  
Distributed During Class