

**Finance**  
**Course Number: 33:390:430**  
**Course Title: Treasury Management**

## **COURSE DESCRIPTION**

- Treasury Management is a semester course that introduces the key components of how a firm manages its working capital aspects of its balancer sheet. The areas on management include domestic and international cash, financial risk, receivables/payables and inventory, debt and investment, capital structure, cash forecasting, technology in the treasury area, and ethical issues.
  
- The various subjects taught in this class will be taught by a Treasury Practitioner who has extensive experience in all of the various topics. For all of the topics discussed the students will be provided actual business experiences that provide a clear understanding of the material.

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## **COURSE MATERIALS**

Text Book      Essentials of Treasury Management (5th edition);  
See process below to order the book

### **Essentials of Treasury Management, Fifth Edition: Instructions for Ordering Online**

- To order the text, follow the instructions in the Syllabus Tab in Canvas.

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## **LEARNING GOALS AND OBJECTIVES**

This course is designed to help students develop skills and knowledge in the following area(s) associated with Working Capital Management:

1. **Business knowledge.** Students graduating with a BS degree will have broad understanding of basic business theory and practice and deep understanding of theory and practice within their major field.

Students will demonstrate:

- a. knowledge of current basic concepts in the functional areas of business.
- b. knowledge of current advanced concepts within their major field and an ability to integrate and apply these concepts to practical business problems.

c. proficiency at using current software tools and information systems to manage business data and address practical business problems.

2. **Critical Thinking and Ethical judgment.** Students graduating with a BS degree will use reasoned and ethical judgment when analyzing problems and making decisions.

Students will demonstrate:

- a. ability to critically evaluate unstructured business decision-making scenarios and develop solutions
- b. recognition of ethical dimensions in unstructured business decision-making scenarios and implementation of ethical solutions.

3. **Global perspective.** Students graduating with a BS degree will have the breadth of perspective necessary to succeed in a global and diverse business environment.

Students will demonstrate:

- a. students will have a sensitivity and understanding of the impact of demographic and cultural diversity on business interactions both domestically and globally.

4. **Teamwork and Persuasive communication.** Students graduating with a BS degree will be effective communicators and have interpersonal relation skills.

Students will demonstrate:

- a. ability to construct clear, concise, and effective written business reports.
- b. ability to construct and deliver clear, concise, and convincing oral business reports.

5. **Quantitative Thinking.** Students graduating with a BS degree will understand and be able to apply appropriate quantitative techniques to

- a. analyzing and finding patterns in data
- b. analysis of business decision-making and planning

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## PREREQUISITES

33:390:310 (or 300) – Financial Management

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## ACADEMIC INTEGRITY

*I do NOT tolerate cheating.* Students are responsible for understanding the RU Academic Integrity Policy (<http://academicintegrity.rutgers.edu/>)

I will strongly enforce this Policy and pursue *all* violations. On all examinations and assignments, students must sign the RU Honor Pledge, which states, “On my honor, I have neither received nor given any unauthorized assistance on this examination or assignment.” I will screen all written assignments through *SafeAssign* or *Turnitin*, plagiarism detection services that compare the work against a large database of past work. Don’t let cheating destroy your hard-earned opportunity to learn. See [business.rutgers.edu/ai](http://business.rutgers.edu/ai) for more details.

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## ATTENDANCE AND PREPARATION POLICY

- Expect me to attend all class sessions. I expect the same of you. If I am to be absent, my department chair or I will send you notice via email and Canvas as far in advance as possible. If you are to be absent, report your absence in advance at <https://sims.rutgers.edu/ssra/>. If your absence is due to religious observance, a Rutgers-approved activity, illness, or family emergency/death and you seek makeup work, also send me an email with full details and supporting documentation within 3 days of your first absence.
  - For weather emergencies, consult the campus home page. If the campus is open, class will be held.
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## GRADING POLICY

Course grades are determined as follows:

- 40% Mid-term
- 40% Final
- 10% Citibank Case Study
- 5% Discussions
- 5% End of Chapter Quizzes
- Extra Credit paper – assigned the last month of class and **can** add 2.5 points to final grade.

### Grades

The course will be graded on a curve with the **approximate** grade distribution being the following (with the overall class average being in the range of 2.95 – 3.15):

- A – 15%
- B+ – 30%
- B - 35%
- C+ - 15%
- C - 5%

*Grades lower than a C can be earned depending on the work product of the student.*

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## COURSE SCHEDULE

<u>Class #</u>	<u>Date</u>	<u>Subject covered</u>	<u>Chapter 4ed/5ed</u>
1	()	The Role of Treasury Management	1/1
2	()	Regulatory and Legal Environment	2/2
		Banks and Financial Institutions	3/3

3	()	Financial Accounting and Reporting	18/8
		Financial Planning and Analysis	19/9
4	()	Cash Forecasting	13/14
5	()	Introduction to Working Capital Management	8/10
		Working Capital Metrics	9/11
6	()	Financial Risk Management	16/20
		Derivative Introduction	Posted Notes
7	()	<b>Mid- Term Exam</b>	
8	()	<i>Case Study Introduction</i>	
9	()	Payment Systems	4/4
		Collections, Concentration and Disbursements	10/12
		Money Markets	5/5
10	()	Capital Markets	6/6
		Short-term Investing and Borrowing	11/13
11	()	Long-term and Capital Investments	12/20
		Financial Decisions and Management	20/20

12	()	<i>Case Study Presentations</i>	
13	()	Relationship Management and Vendor Selection	7/7
		Operational and Enterprise Risk Management	15/16
14	()	Corporate Governance and Ethics – MOVIE	
		Information Technology in Treasury	14/15
		Treasury Policies and Procedures	17/20

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## SUPPORT SERVICES

If you need accommodation for a *disability*, obtain a Letter of Accommodation from the Office of Disability Services. The Office of Disability Services at Rutgers, The State University of New Jersey, provides student-centered and student-inclusive programming in compliance with the Americans with Disabilities Act of 1990, the Americans with Disabilities Act Amendments of 2008, Section 504 of the Rehabilitation Act of 1973, Section 508 of the Rehabilitation Act of 1998, and the New Jersey Law Against Discrimination. More information can be found at [ods.rutgers.edu](http://ods.rutgers.edu).

[Rutgers University-New Brunswick ODS phone (848)445-6800 or email [dsoffice@echo.rutgers.edu](mailto:dsoffice@echo.rutgers.edu)]

[Rutgers University-Newark ODS phone (973)353-5375 or email [ods@newark.rutgers.edu](mailto:ods@newark.rutgers.edu)]

If you are *pregnant*, the Office of Title IX and ADA Compliance is available to assist with any concerns or potential accommodations related to pregnancy.

[Rutgers University-New Brunswick Title IX Coordinator phone (848)932-8200 or email [jackie.moran@rutgers.edu](mailto:jackie.moran@rutgers.edu)]

[Rutgers University-Newark Office of Title IX and ADA Compliance phone (973)353-1906 or email [TitleIX@newark.rutgers.edu](mailto:TitleIX@newark.rutgers.edu)]

If you seek *religious accommodations*, the Office of the Dean of Students is available to verify absences for religious observance, as needed.

[Rutgers University-New Brunswick Dean of Students phone (848)932-2300 or email [deanofstudents@echo.rutgers.edu](mailto:deanofstudents@echo.rutgers.edu)]

[Rutgers University-Newark Dean of Students phone (973)353-5063 or email [DeanofStudents@newark.rutgers.edu](mailto:DeanofStudents@newark.rutgers.edu)]

If you have experienced any form of *gender or sex-based discrimination or harassment*, including sexual assault, sexual harassment, relationship violence, or stalking, the Office for Violence Prevention and Victim Assistance provides help and support. More information can be found at <http://vpva.rutgers.edu/>.

[Rutgers University-New Brunswick incident report link: <http://studentconduct.rutgers.edu/concern/>. You may contact the Office for Violence Prevention and Victim Assistance at (848)932-1181]

[Rutgers University-Newark incident report link: [https://cm.maxient.com/reportingform.php?RutgersUniv&layout\\_id=7](https://cm.maxient.com/reportingform.php?RutgersUniv&layout_id=7) . You may also contact the Office of Title IX and ADA Compliance at (973)353-1906 or email at [TitleIX@newark.rutgers.edu](mailto:TitleIX@newark.rutgers.edu). If you wish to speak with a staff member who is confidential and does **not** have a reporting responsibility, you may contact the Office for Violence Prevention and Victim Assistance at (973)353-1918 or email [run.vpva@rutgers.edu](mailto:run.vpva@rutgers.edu)]

If students who have experienced a temporary condition or injury that is adversely affecting their ability to fully participate, you should submit a request via <https://temporaryconditions.rutgers.edu>.

If you are a military *veteran* or are on active military duty, you can obtain support through the Office of Veteran and Military Programs and Services. <http://veterans.rutgers.edu/>

If you are in need of *mental health* services, please use our readily available services.

[Rutgers University-Newark Counseling Center: <http://counseling.newark.rutgers.edu/>]

[Rutgers Counseling and Psychological Services–New Brunswick: <http://rhscaps.rutgers.edu/>]

If you are in need of *physical health* services, please use our readily available services.

[Rutgers Health Services – Newark: <http://health.newark.rutgers.edu/>]

[Rutgers Health Services – New Brunswick: <http://health.rutgers.edu/>]

If you are in need of *legal* services, please use our readily available services: <http://rusls.rutgers.edu/>

Students experiencing difficulty in courses due to *English as a second language (ESL)* should contact the Program in American Language Studies for supports.

[Rutgers–Newark: [PALS@newark.rutgers.edu](mailto:PALS@newark.rutgers.edu)]

[Rutgers–New Brunswick: [eslpals@english.rutgers.edu](mailto:eslpals@english.rutgers.edu)]

If you are in need of additional *academic assistance*, please use our readily available services.

[Rutgers University-Newark Learning Center: <http://www.ncas.rutgers.edu/rlc>

[Rutgers University-Newark Writing Center: <http://www.ncas.rutgers.edu/writingcenter>]

[Rutgers University-New Brunswick Learning Center: <https://rlc.rutgers.edu/>]

[Optional items that many faculty include:

- Students must sign, date, and return a statement declaring that they understand the RU Academic Integrity Policy.

- Students must sign, date, and return a statement declaring that they understand this syllabus.]