



# BUS 197: PERSONAL FINANCE

**Proposer:****Name:**

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**Effective Term:**

Fall 2025

**Does this course use a CA Common Course Number**

No

**Credit Status:**

Credit - Degree Applicable

**Subject:**

BUS - Business

**Course Number:**

197

**Discipline:**

And/Or	(	Discipline	)
		Business	

**Catalog Title**

Personal Finance

**COS Course Description**

Examines personal financial management from an economic and behavioral perspective. Emphasis on the life-long impact financial decisions have on individuals, families and society. Topics include time value of money, opportunity cost and marginal analysis; tax strategies; financial planning strategies; financial monitoring and reporting; money & credit management; purchasing strategies and large asset acquisition; risk management through home, health, auto and disability insurance; saving and investing; and retirement and estate planning.

**Method of Instruction:**

Distance Education

Lecture and/or Discussion

**Course Units/Hours:****Course Units Minimum:**

3

**Lecture Hours Minimum (week)**

3

**Lab Hours Minimum (week)**

0

**Activity Hours Minimum (week)**

0

**Total Contact Hours Minimum (semester)**

52.5

**Total Outside Hours Minimum (semester)**

105

**Total Student Learning Minimum Hours (semester)**

157.5

**Repeatability:**

No

**Open Entry/Exit:**

No

**Field Trips:**

Not Required

**Grade Mode:**

Standard Letter

**TOP Code:**

050500 - \* Business Administration

**SAM Code:**

D - Possibly Occupational

**Course Content**

**COS Methods of Evaluation:**

Multiple choice tests  
Portfolio Evaluation  
Problem solving assignments or activities  
Problem solving quizzes or exams  
Short answer quizzes or exams  
Skill demonstrations  
Written essays or extended papers

**COS Course Topics:**

COS Course Topics	
1	Personal financial planning
2	Preparation of a personal budget, balance sheet and cash flow statement
3	Managing money, liquidity, credit and credit scores
4	Time value of money
5	Decision-making process in acquiring major personal assets
6	Understanding tax concepts
7	Risk management and insurance
8	Investment alternatives, including stock, bonds and mutual funds
9	Retirement planning
10	Estate planning

**COS Course Objectives:**

COS Course Objectives	
1	Develop a strategy for economic self-sufficiency designed to improve physical, social and emotional health and achieve personal goals with respect to emotional, physical, and spiritual development.
2	Prepare a financial plan which requires proficiency in budgeting, personal financial statement creation and analysis using computerized applications such as Excel or Quicken, risk management, tax planning, investment planning, retirement planning, planning for major purchase decisions, and estate planning. Increased emphasis is placed on proficiency in time value of money calculations.
3	Critically evaluate the importance of: judicious use of credit, credit histories, credit scores, credit markets and types of credit to overall personal financial stability.

- |   |   |
|---|---|
| 4 | Evaluate and describe the various components of financial markets and institutions, discern, critique and analyze differences in financial products, analyze the impact of changes in the economic environment including interest rate changes on personal financial planning.  |
| 5 | Describe the importance of and need for personal financial planning in life-long learning, the impact on social, physical and emotional well being of prudent financial planning, analyze the ramifications of poor personal financial planning and evaluate changing lifespan issues and the impact on financial planning. |

**Course Outcomes:**

Course Outcomes	
1	Students will demonstrate the use of logical reasoning and decisions based on current theory and applied practice necessary in the development of a personal financial plan that includes a personal budget, investment strategies, risk management, and estate planning.
2	Students will identify exogenous influences such as interest rate fluctuations and changes in monetary and fiscal policy on personal financial planning, use mathematical models to solve problems, forecast future outcomes under varying conditions and uncertainty, and propose plan adjustments to accommodate changing external environmental factors.
3	Evaluate and describe the various components of financial markets and institutions, discern, critique and analyze differences in financial products, analyze the impact of changes in the economic environment including interest rate changes on personal financial planning.
4	Describe the importance of and need for personal financial planning in life-long learning, the impact on social, physical and emotional well being of prudent financial planning, analyze the ramifications of poor personal financial planning and evaluate changing lifespan issues and the impact on financial planning.

**Assignments:**

Assignment Type:	Details
Reading	Students will be required to read assigned chapters in the textbook and other periodical assignments as assigned.
Writing	Comprehensive Personal Financial Plan, case study analysis, short answer, field study evaluations.
Homework	Students will analyze and develop strategies pertaining to credit uses, insurance, budgeting, investing and retirement. Case studies and student discussions will require analysis and problem-solving skills. Case studies and student experiences center on the impact decisions have on economic self-sufficiency, increased self-esteem, improved psychological and physical health and improved overall quality of life for individuals, their family units and society-at-large.
Other	Students will be able to develop a personal financial plan that addresses the issues discussed above.

**Representative Texts, Manuals, and/or OER that is equivalent, Other Support Materials:**

Texts used by individual institutions and even individual sections will vary. The list of representative texts must include at least one text with a publication date within five (5) years of the course outline approval date.

**COS Textbooks or other support materials**

Resource Type:	Details
Books	Personal Finance, 8th Edition, Madura Pearson 8th 97-80138286873, August 2024, with access to Pearson's Myfinancelab.

**Equity Review:**

No

**Transferable to CSU**

Yes - Proposed

**Transferable to CSU Justification**

Effective personal financial planning aligns with the physiological, social, and psychological aspects of all individuals.

Alignment with the physiological: Effective personal financial planning helps to avoid the physiological effects of financial stress on the human body. Chronic stress can result in high blood pressure, heart disease, digestive issues and other stress related health issues.



Alignment with the societal: Effective financial planning assists with overcoming societal barriers and financial challenges associated with lower social-economic backgrounds. Consumption (spending money on goods and services) expresses social identity and status. Social identity, including factors like class, gender, and ethnicity impacts financial choices.

Alignment with psychology: Financial decisions are often influenced by psychological factors, such as emotions, cognitive biases and behavior patterns.

The course promotes lifelong learning and helps learners to develop skills, abilities and dispositions necessary for healthy human development.

Fresno Community College has an equivalent course, BA 30 or Personal Finance, which is approved for General Education for the Associates Degree under the Lifetime Wellness, Lifetime Skills area.

California State University, Bakersfield has an equivalent course, FIN 1000 or Managing Your Personal Finance.

**This course will also be proposed for UC transfer.**

Yes

**Other Degree Attributes**

Degree Applicable

Not a Basic Skills Course

**Distance Learning Addendum**

DLA-Approved-May-13-2020-Bus 297.pdf

Bus 197 DLA - 11-2023.pdf

**Banner Title:**

Personal Finance

**Course Control Number:**

CCC000136694