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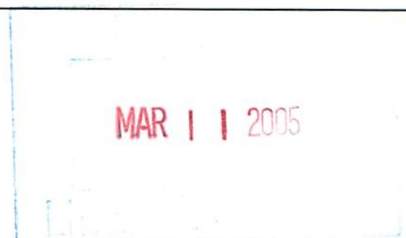
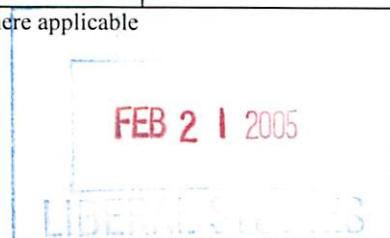
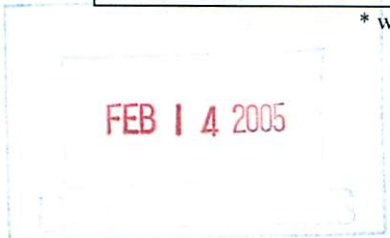
**Curriculum Proposal Cover Sheet - University-Wide Undergraduate Curriculum Committee**

Contact Person Dr. Germain P. Kline	Email Address gpkline@iup.edu
Proposing Department/Unit Accounting	Phone 724-357-2686

Check all appropriate lines and complete information as requested. Use a separate cover sheet for each course proposal and for each program proposal.

<b>1. Course Proposals (check all that apply)</b> <input checked="" type="checkbox"/> New Course <input type="checkbox"/> Course Prefix Change <input type="checkbox"/> Course Deletion <input type="checkbox"/> Course Revision <input type="checkbox"/> Course Number and/or Title Change <input type="checkbox"/> Catalog Description Change		
<hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"><i>Current Course prefix, number and full title</i></div> <div style="width: 45%;"><i>Proposed course prefix, number and full title, if changing</i></div> </div>		
<b>2. Additional Course Designations: check if appropriate</b> <input type="checkbox"/> This course is also proposed as a Liberal Studies Course. <input type="checkbox"/> Other: (e.g., Women's Studies, Pan-African) <input type="checkbox"/> This course is also proposed as an Honors College Course.		
<b>3. Program Proposals</b> <input type="checkbox"/> New Degree Program <input type="checkbox"/> Program Title Change <input type="checkbox"/> Other <input type="checkbox"/> New Minor Program <input type="checkbox"/> New Track <input type="checkbox"/> Program Revision <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"><i>Current program name</i></div> <div style="width: 45%;"><i>Proposed program name, if changing</i></div> </div>		
<b>4. Approvals</b>		
Department Curriculum Committee Chair(s)	<i>Mansur Rahma</i>	Date <i>9/27/04</i>
Department Chair(s)	<i>[Signature]</i>	<i>9/27/04</i>
College Curriculum Committee Chair	<i>DeAnn Wilkie</i>	<i>2/9/05</i>
College Dean	<i>Robert C. Cong</i>	<i>2/10/05</i>
Director of Liberal Studies *		
Director of Honors College *		
Provost *		
Additional signatures as appropriate: (include title)		
UWUCC Co-Chairs	<i>Gail Sechrist</i>	<i>3-22-05</i>

\* where applicable



## II. Description of Curricular Change

### 1. Syllabus of Record

The syllabus of record for this new course is attached – Appendix A

### 2. Course Analysis Questionnaire

#### Section A: Details of the course

A1. This course will fill the needs of those non-business majors who either for personal or professional reasons require some exposure to basic accounting concepts and principles. This course will be required in the Minor for Entrepreneurship and is being recommended by the Safety Science Department for some of their majors. I would also encourage those departments outside the College of Business who require ACCT 201 as part of their curriculum to consider this course as a substitution. There are no courses in the department's curriculum that are designed to achieve this objective. The existing principles courses are structured to meet the needs of business majors and are part of the college's junior standing requirements.

A2. No existing courses nor requirements will be affected by this new course.

A3. This course has never been offered at IUP.

A4. This course will not be dual listed.

A5. This course will not be taken for variable credit

A6. Following is a partial list of other four year accredited institutions that offer an introductory accounting course to non-business majors.  
(Appendix B)

- . Indiana University at Bloomington, Foundations of Accounting
- . University of Illinois-Urbana, Fundamentals of Accounting
- . SSHE schools
  - .. Bloomsburg – Minor for Non-business majors
  - .. Clarion – Introductory Accounting Survey

A7. Although the content, and the skills received from this course, will provide much needed value added to this group of students, I am not aware of any professional nor accrediting requirements.

## Section B: Interdisciplinary Implications

- B1. This course will only be taught by accounting faculty
- B2. The accounting function is integrated throughout various business disciplines, but because of the specialized nature of this course and its content, there is no conflict between courses offered by other departments.
- B3. This course will not be cross-listed with other departments.
- B4. Seats will be made available to students in the School of Continuing Education.

## Section C: Implementation

- C1. This course is specifically designed for those non-business majors who are currently enrolled in Accounting Principles I (ACCT 201). The additional sections of ACCT 200 would be offset by the reduction in ACCT 201 sections required, therefore, no additional resources would be needed.
- C2. Resources;
  - . Space – the existing space in the Eberly College of Business and Information Technology will be adequate for the needs for this new course.
  - . Equipment – the expansion of the computer facilities within the college will be sufficient to accommodate the technology requirements for this course.
  - . Laboratory Supplies and other Consumable Goods – existing resources will be adequate.
  - . Library Material – library resources will be adequate
  - . Travel Funds – This course will not require any additional travel.
- C3. None of the resources for this course are funded by a grant.
- C4. This course will be offered each semester during the regular academic year. Summer offerings will be based upon enrollment.
- C5. At least one section of this course will be offered each semester.
- C6. Each section can accommodate up to 45 students. This number is limited by the number of computer stations in the lab and is also based

upon the number of non-business majors currently enrolled in the Accounting Principles course.

C7. I am not aware of any professional society recommendations for enrollment limits or other parameters for this course.

C8. This course is not currently intended for distance education delivery but could easily be adapted in the future if student and program needs change.

**APPENDIX A  
NEW SYLLABUS OF RECORD**

**ACCT 200 Foundations of Accounting**

**3c-01-3cr**

**I. Catalog Course Description**

Prerequisite – Non-business Majors and Sophomore Standing

The course provides a framework in which non-business majors can see how accounting relates to and reports on business activities. It introduces the basic financial accounting concepts, principles, and practices applied to the preparation and interpretation of the major financial statements. It takes a business process approach to the information requirements of external decision makers.

**II. Course Objectives**

The student will be able to:

1. Identify the role of accounting in business
2. Differentiate between Cash Basis and Accrual Basis of Accounting
3. Use accounting information found in financial statements to improve decision making skills.

**III. Detailed Course Outline**

Business – What’s It All About?	4hrs.
. The nature and structure of business entities	
. Information needs for decision making in business	
. Overview of the basic financial statement	
Qualities of Accounting Information	4 hrs.
. Generally accepted accounting principles	
. Objectives and characteristics of financial statements	
. Cash basis and accrual basis accounting	
Timing is everything in Accounting	4 hrs.
. Measuring Income	
The Mechanics of an Accounting System	4 hrs.
. The Accounting Cycle	
. The need for adjusting and closing entries	
Acquisition and Use of Business Assets	4 hrs.
. Accounting for Long-term assets	
Mid Term Examination	2 hrs.

Acquisition and Payment: Inventory and Liabilities	4 hrs.	
. Inventory valuation		
. Classifying, recording, and reporting liabilities		
Sales and Collection Cycles	4 hrs.	
. The bank reconciliation		
. Estimating, reporting, and evaluating uncollectible accounts		
Special Acquisitions: Financing a Business with Debt	4 hrs.	
. Time value of money		
Special Acquisitions: Financing a Business with Equity	4 hrs.	
. Accounting for owners' contributions to a company		
. Stock activities and transactions		
Financial Statement Analysis	4 hrs.	
Final Examination	2 hrs.	
Total		44 hrs

**IV. Evaluation Methods**

Chapter Quizzes	20%
Homework and In-class exercises	20%
Mid term and Final Examinations	50%
Internet exercises	10%
Total	100%

**V. Example Grading Scale**

A	=	90 -- 100
B	=	80 -- 89
C	=	70 -- 79
D	=	60 -- 69
F	=	Less than 60

**VI. Undergraduate Course Attendance Policy**

In accordance with University policy, individual faculty will denote an attendance policy in specific course syllabi.

**VII. Required Textbook(s), Supplemental Books and Readings**

To be determined by the Accounting Faculty.

**VIII. Special Resource Requirements**

No additional requirements

**IX. Bibliography**

Accounting: What the Numbers Mean (6<sup>th</sup> ed.). David H. Marshall, Wayne W. McManus, Daniel F. Viels. Irwin 2004.

Survey of Accounting (2<sup>nd</sup> ed.). Carl S. Warren. Thomson-South-Western 2004.

Financial Accounting (11<sup>th</sup> ed.). Williams, Hahn, Bettner, Meigs. McGraw-Hill Irwin 2003.

Financial Accounting: The Impact on Decision Makers. Gary A Porter, Curis L. Norton. Thomson-South-Western 2004.

Introduction to Financial Accounting: A User Presentation (3<sup>rd</sup> ed.). Michael L. Werner, Kumen H. Jones. Pearson Prentice Hall. 2004.

Financial Accounting: For Future Business Leaders, Warren, Reeve. Thomson-South-Western 2004.

Fundamental Financial Accounting Concepts (4<sup>th</sup> ed.). Edmunds, McNair, Milan, Olds. McGraw-Hill Irwin 2003.

Financial Accounting: A New Perspective. Paul Solomon. McGraw-Hill Irwin 2004.

Introduction to Accounting: A User Perspective (2<sup>nd</sup> ed.). Michael L. Werner, Kumen H. Jones 2004.

Financial Accounting: Tools for Business Decision Making (3<sup>rd</sup> ed.). Kimmel, Weggandt, Kieso. Wiley 2004.

Fundamental Accounting Principles (16<sup>th</sup> ed.). Larson, Wild, Chiappetta. McGraw-Hill Irwin 2002.

**APPENDIX B**





# Undergraduate Program

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## Business Minor

The Business Minor is open to students with 26 or more credit hours of college work that count toward graduation and who are admitted to any of the following degree-granting schools:

- College of Arts and Sciences (COAS)<sup>1</sup>
- School of Health, Physical Education and Recreation (HPER)
- School of Public and Environmental Affairs (SPEA)
- School of Journalism
- School of Music
- School of Continuing Studies
- Students are encouraged to declare the minor as soon as they know they intend to pursue it. See your advisor.

**Students must complete the following 21 credit hours to obtain a Business Minor:**

**Students must complete the following courses: (9 cr.)**

- **BUS A200 Foundations of Accounting** (3 cr.) (or A100 and A201 or A202)<sup>2</sup>
- **BUS K201**<sup>3</sup> The Computer in Business (3 cr.) with a grade of C or higher
- **BUS L201** Legal Environments of Business (3 cr.)

**Students must complete four of the following five courses (12 cr.) and this course work MUST be completed on the Bloomington campus:**

1. **BUS F300** Introduction to Financial Management (3 cr.) (P: A201 or A100 and A201 or A202)<sup>2</sup>
2. **BUS G300** Introduction to Managerial Economics (3 cr.)
3. **BUS M300** Introduction to Marketing (3 cr.) (P: A200, or A100 or A201 or A202; ECON E201 is recommended)<sup>2</sup>
4. **BUS P300** Introduction to Operations Management (3 cr.) (P: A201 or A100 and A201 or A202, and K201)<sup>2</sup>
5. **BUS Z302** Managing and Behavior in Organizations (3 cr.) (P: Junior Standing) OR  
**BUS J306** Strategic Management and Leadership (3 cr.) (P: Junior Standing)

**(ECON E201 is recommended to round out the student's Minor in Business)**



## Department of Accountancy

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

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### Course Descriptions

University of Illinois Courses, Schedules, Requirements

**Program advisers will work with students in selecting appropriate courses for the indiv programs. Note: Accountancy course prerequisites are strictly enforced**

#### 199 Undergraduate Open Seminar

May be repeated. 1 to 5 hours.

#### 200 Fundamentals of Accounting

A survey course in the principles of accounting for students registered in schools and colleges other than Commerce and Business Administration. *Prerequisite:* Sophomore standing. Credit not given for both Accountancy 200, and either 201 or 202. 3 hours.

#### 201 Accounting & Accountancy, I

An introduction to the role of contracts, both implicit and explicit, within business environment and the role of accounting in providing information for negotiation, execution and monitoring such contracts. Topics include contracting as a means of coordinating interactions between members of society, the role of information in making various contract-related decisions, accounting information systems, and the roles of accountants in society. Projects facilitate self-discovery of knowledge and development of a variety of professional skills and attitudes. *Prerequisite:* ECON 102 and ECON 103 or equivalents. Department will begin enforcing this prerequisite in Summer 2002. 3 hours.

#### 202 Accounting & Accountancy, II

A continuation of Accountancy 201. *Prerequisite:* Accountancy 201. 3 hours.

#### 290 Internship Development Project

Off-campus practice in public, private, or governmental accounting for students participating in intern or cooperative (repeated internship) programs. *Prerequisite:* Consent of instructor; internship in accounting curriculum. May be repeated. 0-3 hours.

#### 299 Senior Research

A research and readings course for students majoring in accountancy. May be taken by student in the college honors program in partial fulfillment of the honors requirements. *Prerequisite:* Cumulative grade-point average of 4.0, honors in the junior year, or consent of instructor; senior standing. May be repeated to a maximum of 6 hours. 2 to 4 hours.

**301 Accounting Measurement and Disclosure.** Development and disclosure of organizational performance measures, both financial and non-financial, for use by individuals both internal and external to the organization. Topics include measurement and disclosure objectives and methods and the role of measurement and disclosure in design, performance and monitoring of the new contracts from which organizations are formed. Projects facilitate self-discovery of knowledge and development of a variety of professional skills and attitudes. *Prerequisite:* ACCY 200 equivalent and concurrent enrollment in ACCY 302 by students majoring in Accountancy (recommended for non-accountancy major); or consent of department. 4 hours.

**302 Decision Making for Accountancy.** Decision making implications of information pro-



## Accounting - ACC (91)

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Administered by Department of Accounting

Effective Fall, 2004

**91.120 Accounting for Small Business (3)** - Familiarize students with accounting principles and practices applicable to small business organizations. For non-accounting majors.

**91.220 Financial Accounting (3)**-Familiarizes students with a basic understanding of generally accepted accounting principles and their applications. Includes sole proprietorship, partnership, and corporation accounting; computerized accounting and/or writing project. For non-accounting majors only.

**91.221 Principles of Accounting 1 (3)** - Presents the accounting cycle for service and merchandising activities of a sole proprietorship; special journals and ledgers, accrued and deferred items, cash, receivables and inventories. General ledger and/or spreadsheet computerized accounting is required.

**91.222 Principles of Accounting II (3)** - Further develops the accounting cycle; recording, summarizing, interpreting financial data for partnerships and corporations. Includes cash flow, long-term liabilities, plant assets and payroll accounting. A practice set and general ledger and/or spreadsheet computerized accounting and required. Prerequisites: 91.220 or 91.221

**91.223 Managerial Accounting (3)** - Presents volume-cost-profit analysis, special decisions, operational and financial budgeting, control and performance evaluation, job-order costing, variance analysis, cost allocation, quantitative decision-making techniques, and analysis of financial statements. Students are expected to be proficient in the general use of spreadsheets. Prerequisites: 91.220 or 91.222 and 92.150.

**91.320 International Accounting (3)**- Addresses needs of accounting and finance students wishing to become more qualified in accounting on a global perspective. Provides an international accounting component for students who have completed foundation courses. Prerequisites: 91.220 or 91.222. Meet cultural diversity requirement.

**91.321 Intermediate Accounting I (3)**- Presents the conceptual framework of accounting, accounting environment and information processing system, financial statements and accounting standards, accounting uses of present and future value concepts, cash and receivables and inventories. Use of spreadsheets to solve computer problems in each chapter is required. Prerequisites: 91.222.

**91.322 Intermediate Accounting II (3)**- Presents accounting standards for property, plant, and equipment, intangible assets, current liabilities and contingencies, long-term liabilities, contributed capital and retained earnings sections of stockholders' equity, stock rights and options, and dilutive securities and earnings per share. Requires students to use an approved word processing software package to produce a research paper. Prerequisites: 91.321.

**91.323 Intermediate Accounting III (3)**- Presents accounting standards pertaining to investments in debt and equity instruments, revenue recognition, pension plans, leases, income taxes, accounting changes and error

## Minor in Business

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College of Business  
Effective Fall, 2004

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The minor in business is designed to provide students with a broad background in business and its functional areas. The minor is also offered so students may develop the background necessary to apply their major discipline to business environment.

All majors in the College of Liberal Arts, Professional Studies and Science and Technology are eligible. In the College of Business, the minor is limited to students in Computer and Information Systems.

The program will provide students with an understanding of how businesses operate and of the functional areas of marketing, management, accounting, information systems, finance and law. The minor will strengthen the portfolio of non-business majors who plan to pursue business employment after graduation. Additionally, the minor in business will provide those students planning on eventually entering an MBA program with most of the prerequisites needed to enter most MBA programs.

### Requirements

The minor in business consists of 21 credits; a minimum of 12 must be taken at Bloomsburg University. The following courses are required:

**90.101** Introduction to Business

**91.220** Financial Accounting

**92.150** Introduction to Information Technology

**93.244** Principles of Management

**96.313** Introduction to Corporate Finance (**40.121** Economics I and **40.122** Economics II and **40.256** B & E Statistics are prerequisites, which may be used to fulfill two of the four social science (group B) general education requirements)

**97.310** Marketing Principles and Practices (**40.121** Economics I and **40.122** Economics II are prerequisites)

**98.331** Introduction to Law and Legal Environment (30 semester hours earned is a prerequisite)



## *Undergraduate Course Descriptions - Department of Accountancy*

<i>Graduate Course Descriptions</i>	<i>Department Home Page</i>	<i>Department Faculty</i>
<p><b><i>Lower Division Courses</i></b></p> <p>ACTG 201: Intro Accounting Survey            ACTG 251: Financial Accounting            ACTG 252: Managerial Accounting            ACTG 253: Factory Accounting            ACTG 254: Payroll Accounting            ACTG 255: Fin. Statement Prep. &amp; Analysis            ACTG 256: Income Tax Procedures and Forms</p>	<p><b><i>Upper Division Courses</i></b></p> <p>ACTG 350: Intermediate Accounting            ACTG 351: Accounting for Equities            ACTG 352: Cost Accounting            ACTG 353: Federal Taxes            ACTG 354: Auditing            ACTG 355: Advanced Accounting            ACTG 451: Accounting Problems            ACTG 452: Advanced Cost Accounting            ACTG 453: Problems in Federal Taxation Actg.            ACTG 454: Comparative Accounting Systems            ACTG 455: Not for Profit Entities            ACTG 461: International Accounting            ACTG 463: Tax Planning            ACTG 490: Current Actg. Pronouncements &amp; Praticce            ACTG 499: Special Topics in Accounting.</p>	

***ACTG 201: INTRODUCTORY ACCOUNTING SURVEY . . . 3 s.h.***

An introduction to accounting, the language of business. Emphasis is on accounting terminology, concepts, and the interpretation and use of accounting information for decision-making. This course is designed for non-business students only and is available to freshmen. This course may not be used to satisfy core or major requirements for degrees in business administration. Students who have passed ACTG 251 may not schedule this course. No prerequisite. Each semester.

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***ACTG 251: FINANCIAL ACCOUNTING . . . 3 s.h.***

A study of the principles and procedures for collecting, recording, summarizing, and reporting financial information. Prerequisite: Sophomore standing only at Clarion Campus. Each semester. Fall, annually at Venango.

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***ACTG 252: MANAGERIAL ACCOUNTING . . . 3 s.h.***

A study of the aspects of accounting that aid managers. Included are budgeting, cash behavior and systems, alternate choice decisions, international accounting aspects, and cash flow. Prerequisites: Sophomore standing only at Clarion Campus, and ACTG 251. Each semester. Spring, annually at Venango.

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***ACTG 253: FACTORY ACCOUNTING . . . 3 s.h.***

This course presents fundamental accounting concepts and techniques applied in record keeping and accounting control of the production process. Prerequisite: ACTG 252. Spring, annually, Venango only.