

# UNIVERSITY OF MARY WASHINGTON -- NEW COURSE PROPOSAL

Electronically submit this completed form with attachments in one file to the Chair of the College Curriculum Committee.

<b>COLLEGE (check one):</b>	<b>Arts and Sciences</b>	<b>Business</b>	<input checked="" type="checkbox"/>	<b>Education</b>	
Proposal Submitted By: Lance Gentry			Date Prepared: 11/08/2018		
Course Title: Foundations of Accounting and Quantitative Analysis					
Department/discipline and course number*:		GBUS 501			
Prerequisites: Admission to the MBA Program					

\*This course number must be approved by the Office of the Registrar before the proposal is submitted.

Number of credits:	3	Will this course meet for at least 700 contact minutes for each credit hour proposed? <b>If no, provide a credit hour justification.</b>	<b>YES</b>	<input checked="" type="checkbox"/>	<b>NO</b>
Will this be a <b>new, repeatable</b> "special topics" course? (Do you want students to be able to take this new course more than once if the topic changes?)			<b>NO</b>	<input checked="" type="checkbox"/>	<b>YES</b>

Date of first offering of this <b>new</b> course: <b>FALL SEMESTER, year</b>		Fall 2019	
Proposed frequency of offering of the course:		Every Semester	
Proposed enrollment limit for the course:		25	
List the faculty who will likely teach the course:		Dave Henderson, Sayan Sarkar	
<b>Are ANY new resources</b> required?		<b>NO</b>	<i>Document in attached impact statement</i>

\*\*The earliest the course may be offered is the fall semester of the academic year FOLLOWING the year in which the course proposal is approved.

<b>This new course will be (check all that apply):</b>			
Required in the major	<input checked="" type="checkbox"/>	Required in the minor	
Elective in the major		Elective in the minor	General Education**

\*\*AFTER the new course is approved, a separate proposal must be sent to the General Education Committee.

<b>Catalog Description</b> (suggested length – less than 50 words):	
<p>This course provides a strategic view of accounting principles and the basic quantitative analysis required to make financially informed business decisions through interpretation and prediction. Coverage begins with an overview of business mathematics designed to produce or reinforce fluency in algebraic concepts and probability models followed by the basics of Accounting (journal entries, the accounting equation, updating journals and obtaining trial balance).</p>	

<b>COURSE HISTORY:</b>	Was this course taught previously as a topics or experimental course?	<b>YES</b>		<b>NO</b>	<input checked="" type="checkbox"/>
<b>Course Number and Title of Previous Course</b>		<b>Semester Offered</b>	<b>Enrollment</b>		
<p><b>CHECK HERE</b> if the proposed course is to be <b>equated</b> with the earlier topics or experimental offerings. If equated, students who took the earlier "topics" course will only be able to take the new course as a repeat (C- grade or lower).</p> <p><b>NOTE:</b> If the proposed course has not been previously offered as a topics or experimental course, <b>explain in the attached rationale statement</b> why the course should be adopted even though it has not been tried out.</p>					

**REQUIRED ATTACHMENTS:**

1. **Rationale Statement** – Why is this course needed? What purposes will it serve?
2. **Credit Hour Justification** (if required) – explain how this course will comply with the UMW Credit Hours Policy (D.5.3)
3. **Impact Statement** – Provide details about the Library, space, staffing, budget, and technology impacts created by adding this new course. Include supporting statements from the Library, IT Department, etc. **Any change that impacts another Department must have a written statement (such as an email) from the Chair(s) agreeing to the change.**
4. **Sample Syllabus**

Department Chair Approval\*: \_\_\_\_\_

Date: \_\_\_\_\_

CCC Chair Approval: \_\_\_\_\_

Date: \_\_\_\_\_

\*COB and COE proposals approved by the Associate Dean. *BEFORE* consideration by the UCC, the proposal must be approved the two levels noted above. Approval by the UCC and UFC are noted on the proposal "status history" at the UCC web site.

**Rationale Statement**

The change in prerequisites is part of the restructuring of the MBA program. The overall intent is to simplify the requirements for the program while ensuring that students gain the necessary foundational knowledge to master the content in the remaining related core and elective courses. This course will replace the existing prerequisites for the MBA program that are undergraduate ACCT and MGMT courses. A full rationale for the restructuring of the MBA program is available in the MBA change program proposal.

**Impact Statement**

This change will impact the College of Business. It will require a business faculty to teach this class; we are assuming once per semester in the fall and the spring. However, the COB recently eliminated concentrations from the MBA program to free up graduate teaching resources and we have the resources to deliver these classes. The library provided verbal confirmation this will have no impact on library resources. The courses require no IT resources beyond those provided for all courses (i.e. Canvas access).

**UNIVERSITY OF MARY WASHINGTON**  
**COLLEGE OF BUSINESS**  
**MBUS 500A: Foundations in Accounting & Quantitative Analysis**  
**Fall 2018**  
**Tuesdays 6-9 pm**

<b>INSTRUCTOR:</b>	TBD
<b>OFFICE:</b>	TBD
<b>OFFICE HOURS:</b>	TBD By Appointment
<b>EMAIL:</b>	<a href="#">TBD</a>
<b>PHONE:</b>	TBD

**CANVAS:**

Information about the course including the syllabus, tentative schedule, and class notes can be found on Canvas.

**REQUIRED MATERIALS:**

Financial Accounting  
9<sup>th</sup> Edition  
By Robert Libby and Patricia Libby and Frank Hodge  
Mc Graw Hill  
[ISBN10: 1259738787 | ISBN13: 9781259738784](#)

Introduction to Statistics, 1<sup>st</sup> edition, by Howard Reid,

Additional readings will be provided on Canvas.

A graphing calculator is required for this course.

Access to Microsoft Excel 2007 or later edition.

**COURSE OVERVIEW:** This course provides a strategic view of accounting principles and the basic quantitative analysis required to make financially informed business decisions through interpretation and prediction. Coverage begins with an overview of business mathematics designed to produce or reinforce fluency in algebraic concepts and probability models followed by the basics of Accounting (journal entries, the accounting equation, updating journals and obtaining trial balance).

## **COURSE OBJECTIVES:**

1. To understand the basic processes of Accounting and how accounting applies to various aspects of a business.
2. To understand the basic calculations and functions of statistical analysis
3. To understand the role of statistical analysis in interpreting and predicting financial outcomes for a firm.
4. To train fluency in algebraic concepts and notation, focusing on solving and/or manipulating complex equations as well as using summation notation.
5. To learn the use of probability models and the properties and uses of the Normal distribution. Focus is on unconditional & conditional probability, Bayes theorem, understanding of the notion of a probability distribution (both discrete and continuous), and the concept of cumulative probability

**SCOPE:** The course of study will cover, at a minimum:

- Complex Equations and Mathematical Notation
- Probability Models
- The Standard Normal Distribution
- Accounting journal entries and updates
- Preparation of financial statements
- Inventory costing
- Budgeting and forecasting

## **LEARNING OUTCOMES:**

Upon successful completion of this course, students should be able to:

- Solve and manipulate complex equation.
- Apply assumptions of the standard normal distribution to make inferences regarding a data set.
- Explain how accounting journal entries are made and how financial statements are prepared and updated.
- Explain the basics of inventory costing and accounting related to property, plant, and equipment, including depreciation considerations.
- Explain how statistical analysis can be used to create a budget forecast for a firm.

**CONDUCT OF COURSE:** The material will be covered through lecture, discussion, problem solving, and computer simulation. Case studies will be used to integrate content. Student comprehension and understanding of the material will be measured through exams and case study responses.

## **GRADING:**

Your final grade will be based upon an accumulation of points earned throughout the semester. The necessary number of points for each grade is outlined below:

A	93-100
A-	90-92.9
B+	87.5-89.9
B	83-87.4
B-	80-82.9

C+	77.5-79.9
C	70-77.4
F	<70

You will be able to earn points by completing assignments, taking exams, and participating in class. The selection of assignments, exams, etc. is entirely up to you. The total number of points available for each activity is outlined below.

<u>Activities</u>	<u>Points</u>
Case Studies (3x10)	30
Take Home Exams (2x20)	40
Homework	15
Participation and Group Feedback	15
<b>Total Possible</b>	<b>100</b>

### **PARTICIPATION (10 points):**

You are expected to come to class prepared. This means that you have read the assigned chapter or material thoroughly BEFORE the class in which it is covered. If you are asked to watch a video before class, you are expected to have watched the video. If it becomes clear that this is not the case, your participation grade will suffer as you will be ill-equipped to take part in class discussion and problem-solving. If it becomes clear that failure to read the chapters before class is widespread, the entire class will lose participation points. An opportunity to provide feedback regarding group members' contributions to group work will be provided and incorporated into this grade as well.

### **CASE STUDIES:**

Case studies will be completed in groups and will integrate course content. For instance, one case study will require students to construct a firm's financial statements based on information provided and conduct basic quantitative analysis using the data revealed by those financial statements. There will be three case studies.

### **HOMEWORK:**

Homework assignments are designed to reinforce concepts learned through PRACTICE. The nature of the material requires repetition to acquire fluency (this is sometimes called "chunking"). Assignments for the purpose of practice will be assigned for each topic covered.

### **TAKE-HOME EXAMS:**

Exams are intended to measure your understanding of the topic areas and subject matter in the field being studied. Your ability to solve problems similar to those found in the text represents only a small,

but important, portion of this understanding. Concepts and theories are an integral part of your education. When you are working in business and industry, you will rarely encounter problems presented precisely as they are in class or in the textbook. Therefore, the ability to transfer knowledge is essential. This ability is tested on exams. Exams are only to be taken by students who are enrolled in the course. Any student who drops the class or is not enrolled in the class should not sit for an exam. Violations of this policy will be reported to the Honor Court.

### **HONOR SYSTEM:**

The following policy is an expansion of my support for the honor system and is offered as a reminder to the student.

- Study groups are encouraged for chapter coverage and problem solving.
- Students should not discuss examinations until after examinations are covered in class. Telling students in other classes or section what is covered on an exam is considered helping improve the grades of others and will be treated as an honor violation.
- Unpledged work will not be graded.

### **DISABILITY STATEMENT:**

The Office of Disability Resources has been designated by the University as the primary office to guide, counsel, and assist students with disabilities. If you receive services through the Office of Disability Services and require accommodations for this class, make an appointment with me as soon as possible to discuss your approved accommodation needs. Bring your accommodation letter with you to the appointment. I will hold any information you share with me in strictest confidence unless you give me permission to do otherwise. If you have not made contact with the Office of Disability Services and need accommodations, (note taking assistance, extended time for tests, etc.), I will be happy to refer you. The office will require appropriate documentation of disability. Their phone number is 540-654-1266.

### **ADDITIONAL POLICIES:**

- Always bring your books to class. I will refer to figures or questions in the book during class.
- Please turn off your cell phones at the beginning of class.
- I **will** schedule appointments with students outside of my regularly scheduled office hours if they have a conflict with my scheduled hours, as long as I will be on campus and don't have a scheduling conflict. The more notice I have for an appointment, the better the chance that I can be available.
- I will not provide scores for any assignment, exam, or quiz via the telephone or by email. The Family Educational Rights and Privacy Act (<http://www.ed.gov/offices/OII/fpco/ferpa/>) prohibits me from discussing your grades in this course with your parents, with other members of your family, or with your friends.
- No "extra credit" assignments will be given. All grades will be based on the grading criteria established in this syllabus.
- This class will contribute to you becoming a respected professional; therefore, I fully expect you to behave professionally. Do not sleep in class, talk in class, monopolize class time or

make disrespectful comments. I do not expect you to be perfect, but if your behavior is obvious enough to distract me, then it is obvious enough to distract others.

### **Title IX Statement**

University of Mary Washington faculty are committed to supporting students and upholding the University’s *Policy on Sexual and Gender Based Harassment and Other Forms of Interpersonal Violence*. Under Title IX and this Policy, discrimination based upon sex or gender is prohibited. If you experience an incident of sex or gender-based discrimination, we encourage you to report it. ***While you may talk to me, understand that as a “Responsible Employee” of the University, I MUST report to UMW’s Title IX Coordinator what you share.*** If you wish to speak to someone confidentially, please contact the below confidential resources. They can connect you with support services and help you explore your options. You may also seek assistance from UMW’s Title IX Coordinator. Please visit <http://diversity.umw.edu/title-ix/> to view UMW’s *Policy on Sexual and Gender Based Harassment and Other Forms of Interpersonal Violence* and to find further information on support and resources.

### **Resources**

Tiffany W. Oldfield, J.D.  
Title IX Coordinator  
Office of Title IX  
Fairfax House  
540-654-5656  
toldfiel@umw.edu

Myranda Thomson  
Title IX Deputy for Students  
Area Coordinator  
540-654-1184  
mthomson@umw.edu

### **Confidential Resources**

*On-Campus*  
Talley Center for Counselling Services –  
Lee Hall 106

Student Health Center  
Lee Hall 112

*Off-Campus*  
Empowerhouse  
540-373-9373

RCASA  
540-371-1666

### **TENTATIVE COURSE SCHEDULE:**

<b>MEETING</b>	<b>TOPIC</b>	<b>READINGS</b>	<b>HOMEWORK</b>	<b>CASE</b>
1	Syllabus, Introductions, Math Review, Algebraic Fluency	Handout 1		
2	Algebraic Fluency and Complex Equations	Handout 2	Exercise Set 1: Algebraic Fluency	
3	Accounting Basics	Chapters 1-2 (Acct)	Exercise Set 2: Solving and	

			manipulating complex equations	
4	Financial Statement Preparation	Chapters 1-2 (Acct)	Exercise Set 3: Accounting basics	
5	Budgeting and Forecasting	Chapter 5 (Acct)		Case 1: Algebraic fluency with financial statement structure.
6	Probability Models	Chapters 1-3 (Stat)		Case 2: Forecasting and Management Decisions
7	Normal Distribution	Chapters 6-9 (Stat)	Exercise Set 4: Probability models	
8	Inventory cost accounting, PP&E, Merchandise or Service?	Chapters 7-8 (Acct)	Exercise Set 5: Using the normal distribution	Case 3: Accounting and Analysis of Outcomes

**REMINDER:**

This syllabus may be changed at any time by sole discretion of the instructor.