Memorandum

To: Vernelle Lakatani, Registrar
From: Max L. Checketts, Vice President for Academics
Date: April 7, 2009
Subject: Curriculum Proposal

The following proposal was approved by the Academic Council:

- 09-03 BUSM 180 (Jeff Caneen)
- 09-04 ACCT 232 (Glade Tew)
- 09-08 ENTR 380 (Todd Sibley)
- 09-12 POSC Major (Troy Smith)

MLC:ill
Cc: Clayton Hubner, Dean, College of Business, Computing & Government
    Chad Compton, Associate Academic Vice President for Instruction
    Don Colton, Associate Dean, College of Business, Computing & Government
    Doug Bates, Chair, Curriculum Committee
BYU Hawai‘i Curriculum Proposal
Section 3

Approvals

Name of Proposal: Acct232
Submitted by: Glade Tew
Date: March 2, 2009

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Date</th>
<th>Recommendation/Signature</th>
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<td>1. Approved by faculty in the department. (signed by Department Chair)</td>
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<td>Signature:</td>
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<td>Type name: <strong>Glade Tew</strong></td>
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<td>2. Approved by College or School (signed by all affected Deans)</td>
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<td>Type name: <strong>Clayton Hubner</strong></td>
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<td>3. Reviewed by LAS when the proposal is for a new course (course outline attached), new program, or when additional resources are requested.</td>
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<td>Signature: No Library Resources Needed</td>
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<td>Type name: <strong>Douglas Bates</strong></td>
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<td>4. Approved by General Education and Honors Committee (when appropriate) (signed by the GEH Committee Chair)</td>
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<td>Signature: Not applicable</td>
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<td>Type name: <strong>Beth Haynes</strong></td>
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<td>5. Approved by CC (signed by CC chair)</td>
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<td>Type name: <strong>Douglas Bates</strong></td>
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<td>6. Approved by APC (signed by Academic Vice President)</td>
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<td>Type name: <strong>Max Checketts</strong></td>
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<td>7. For new programs--Approved by the President’s Council (signed by the President)</td>
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<td>Signature:</td>
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<td>Type name: <strong>Steven Wheelwright</strong></td>
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BYU Hawai‘i Curriculum Proposal
Section 1

Proposal Description (Balance Sheet)

Provide statement which describes the nature of this proposal, the before and after effects of this proposal, including the affected program outline, the credit totals for the program and the individual courses, as well as the prerequisites and courses from other departments which may be affected by this proposal.

BYUH CURRICULUM PROPOSAL: ACCT232

EXECUTIVE SUMMARY

The Accounting and Finance Department proposes to add two courses: ACCT 232 A and ACCT 232 B. The courses are 1.5 credits each. The courses are intended to improve our students’ abilities in two areas. First, many of our students come to BYUH weak in math and they struggle to understand basic mathematics as it applies to business applications. The ACCT 232 A course is intended to help with this problem. Also, there is no longer a course regularly taught in the curriculum that ensures that students have basic spreadsheet skills. ACCT 232 B is intended to alleviate this problem.

FULL DESCRIPTION OF THE NATURE OF THE PROPOSAL

This proposal adds two new accounting courses (ACCT 232 A and ACCT 232 B) to meet the needs of our students to strengthen their math and spreadsheet skills. Both courses are 1.5 credit hours. They are designed to be taught during a term or during a block of a semester. Neither course is being added to the curriculum of any major or minor at this time. At a later time, the Management and Accounting & Finance Departments will jointly submit curriculum proposals to add both of these courses to their curricula. However, this particular proposal makes no changes to the number of credit hours for any major or minor. The resource needs of the faculty will remain unchanged.

About 10-12 sections (15-18 credit hours) of ACCT 232 A will be offered per year. The lead teacher to develop and teach the course is Clayton Hubner. He will be stepping down this summer as dean and will then have a normal teaching load of 36 credit hours per year. He also will teach spring and first terms. He will be able to teach this course along with his other teaching responsibilities. Eventually, Erin Frederick will probably be involved in teaching this course.

About 10-12 sections (15-18 credit hours) of ACCT 232 B will be offered per year. The lead teacher in developing this course is Kevin Kimball. He will be on an augmented contract with its additional 6 credit hours per year. Joseph Nemrow, Jennifer Chen, and special instructors could also be involved. Our plan is to ultimately offer sections of the ACCT 201 course online using special instructors, which would reduce the number of live sections of ACCT 201 we would need. We also routinely have professors from Provo and other schools who wish to come for a semester and would free up time for our own professors.
Business faculty have long been concerned that business students do not have the requisite background in business math. The ACCT 232 A course is intended to alleviate this concern by covering some of the basic business concepts that should be understood before advancing to further classes. This type of business math class is offered at many universities. A similar course was offered long ago at BYUH before any of the current accounting faculty was here. In general, ACCT 232 A will be taught during the spring and first terms and during the first block (and possibly second block) of the semesters.

For the past several years there has been no class in basic spreadsheet skill development. The ACCT 232 B course is intended to address this problem. A course is available through educational outreach, but we would like to have the course housed in the college and be available for students to take for university credit. The spreadsheet part of the course will comprise approximately 2/3 of the course. It will take students from a fairly remedial knowledge of spreadsheets to a level sufficient for later upper division classes. Because the course will review via spreadsheets similar knowledge learned mathematically in ACCT 232 A, ACCT 232 A is a prerequisite for ACCT 232 B. The last 1/3 of the ACCT 232 B course will cover one basic commercial accounting software package. The basic concepts of accounting are introduced in the ACCT 201 course. For this reason, ACCT 232 B students should have previously taken or be concurrently enrolled in ACCT 201. The course will be offered during the spring and first terms and during the second block (and possibly first block) of the semesters.
Catalog Detail (for each affected course)

Requested Effective Date (MMM DD YY): 03-01-09

NATURE OF THE CHANGE: Put an X before the appropriate selections below.

[ X ] New Course
(attach course outline)

[ ] New Course Number
(specify old number below)

[ ] Grading to/from P/NP

[ ] New Course Title

[ ] Credit Hours

[ ] Prerequisite

[ ] New Course Description

[ ] Class Fees

[ ] Other - specify

Department: Accounting & Finance                Course Number: ACCT 232 A
Credit Hours: 1.5 ( 1.5 Lecture + 0 Lab)

Full Course Title: (for the catalog) The Mathematics of Finance

Abbreviated Course Title: (for transcripts, maximum of 16 characters) Math of Finance

New Course Description: (for the catalog, maximum of 25 Words)

Simple and compound interest, annuities and sinking funds, bonds, amortization schedules, other finance mathematics topics

Semester(s) Offered: Fall X Winter X Spring X Summer _ First X
Years Offered: Every Year X Even Years _ Odd Years _
Class Size: Optimum 30 Minimum _ Maximum _

If this is a new course number, what was the old number, and should the old and new courses be treated as identical for purposes of retakes and graduation requirements?

Note: New courses should be given course numbers that have not been used for three years. This rule also applies to the renumbering of courses.

Attach copies of each of the related web pages from the on-line catalog and indicate where changes should be made.
ACCT 232 A
Course Outline

Course Description
ACCT 232 A is a foundation course that strengthens students in mathematics as it pertains to business. Topics covered include:

1.0 Simple interest
2.0 Simple discount
3.0 Compound interest
4.0 Compound discount
5.0 The ordinary annuity certain
6.0 Amortization and sinking funds
7.0 Other annuities
8.0 Bonds
9.0 The general annuity

Learning Outcomes
The general purpose of Accounting 232 A, "The Math of Finance," is to build a foundation for business numeracy by teaching students about the time value of money. As a result of this course, students will be able to:
- Explain the time value of money
- Correctly calculate simple interest
- Correctly calculate simple discount
- Correctly calculate compound interest
- Correctly calculate compound discount
- Correctly perform calculations pertaining to the ordinary annuity certain
- Correctly perform calculations pertaining to amortization and sinking funds
- Correctly perform calculations pertaining to other annuities
- Correctly perform calculations pertaining to bonds
- Demonstrate competence in using a financial calculator to perform time value of money computations
BYU Hawai‘i Curriculum Proposal
Section 2

Catalog Detail (for each affected course)

Requested Effective Date (MMM DD YY): 03-01-09

NATURE OF THE CHANGE: Put an X before the appropriate selections below.

- [ X ] New Course (attach course outline)
- [ ] New Course Number (specify old number below)
- [ ] Grading to/from P/NP
- [ ] New Course Title
- [ ] Credit Hours
- [ ] Prerequisite
- [ ] New Course Description
- [ ] Class Fees
- [ ] Other - specify

Department: Accounting & Finance
Course Number: ACCT 232 B

Credit Hours: 1.5 (1.5 Lecture + 0 Lab)

Full Course Title: (for the catalog) Finance and Accounting Software Applications

Abbreviated Course Title: (for transcripts, maximum of 16 characters) Fin/Acc Software

New Course Description: (for the catalog, maximum of 25 Words)
Development of spreadsheet skills in time value of money, compound interest, annuities, amortizations and other business functions. Introduction to basic accounting software

Prerequisites: ACCT 232 A with a C- or higher; pre or co-requisite: ACCT 201

Semester(s) Offered: Fall X Winter X Spring X Summer _ First X
Years Offered: Every Year X Even Years _ Odd Years _
Class Size: Optimum 30 Minimum _ Maximum _

If this is a new course number, what was the old number, and should the old and new courses be treated as identical for purposes of retakes and graduation requirements?

Note: New courses should be given course numbers that have not been used for three years. This rule also applies to the renumbering of courses.

Attach copies of each of the related web pages from the on-line catalog and indicate where changes should be made.
Course Description
Before beginning ACCT 232 B students should already understand and be able to calculate the following (covered in the prerequisite ACCT 232 A course):

1.0 Simple interest
2.0 Simple discount
3.0 Compound interest
4.0 Compound discount
5.0 The ordinary annuity certain
6.0 Amortization and sinking funds
7.0 Other annuities
8.0 Bonds
9.0 The general annuity

During ACCT 232 B, these same topics will be covered through Excel. The first 1 credit of the course involves using Excel to solve business functions such as =PMT(), =IRR(), =PV(), =FV(). Additional Excel topics such as Scenario Manager, IF statements, =Goal Seek, and graphing will also be taught as they relate to time value of money lending/borrowing/investing decisions.

The last 1/2 credit of the course will focus on learning how to use QuickBooks (or other accounting software) to track the financial results of a business. The types of business transactions students will be able to complete in the accounting software are as follows:

- Initial funding (debt and equity funding)
- Purchasing (inventory, fixed assets, services)
- Selling (inventory and services)
- Compensating owners (dividends, capital distributions)
- Compensating lenders (interest)
- Understanding financial statements (Income Statement, Balance Sheet, Statement of Cash Flows, Statement of Retained Earnings)

Learning Outcomes
The general purpose of Accounting 232 B, "Finance and Accounting Software Applications," is to help students acquire computer skills to strengthen their foundation for business numeracy by teaching them about the application of the time value of money in Excel and by introducing them to simple accounting software. As a result of this course, students will be able to:

- Demonstrate basic proficiency in using MS-Excel
- Use MS-Excel to correctly calculate simple interest
- Use MS-Excel to correctly calculate simple discount
- Use MS-Excel to correctly calculate compound interest
- Use MS-Excel to correctly calculate compound discount
- Use MS-Excel to correctly perform calculations pertaining to the ordinary annuity certain
- Use MS-Excel to correctly perform calculations pertaining to amortization and sinking funds
- Use MS-Excel to correctly perform calculations pertaining to other annuities
- Use MS-Excel to correctly perform calculations pertaining to bonds
- Demonstrate competence in using simple accounting software, like QuickBooks, to record and process common business transactions
199R. Service Leadership Internship in Accounting (1-3) (F, W, Sp, Su) Off-campus service learning. Activities related to the major and employment will be approved. Prior approval is necessary, a program coordinated by a faculty member and an on-site supervisor.

201. Introduction to Financial Accounting (3) (F, W, Sp, Su) Includes business transactions, financial statements, uses of financial information, and international coverage. Corporations are emphasized, but partnerships and proprietorships are also covered. (Prerequisite: MATH 97 or equivalent, with a C- or better.)

203. Introduction to Managerial Accounting (3) (F, W, Sp, Su) Topics include product costing, fixed and variable costs, cost-volume-profit, budgeting, evaluation, international issues, and other information for decision making. (Prerequisite: MATH 106 or equivalent, and ACCT 201 with a C- or better.)

Note: All upper school courses in accounting except ACCT 321 are restricted.

301. Intermediate Accounting I (3) (F) Review of ACCT 201 and an in-depth study of applied accounting theory. Includes basic financial statements and international issues. (Prerequisites: ACCT 201 and 203 with a B- or better.)

302. Intermediate Accounting II (3) (W) A continuation of ACCT 301 with an emphasis on working capital items, plant assets, equity securities, and stockholders' equity, and related international issues. (Prerequisite: ACCT 301.)

312. Managerial Accounting (3) (F) Review of ACCT 203 and an in-depth study of managerial information used for decision making. Includes international dimensions of managerial accounting. (Prerequisites: ACCT 201 and 203 with a B- or better and MATH 221.)

321. Federal Tax I (3) (W) Study of federal income tax laws through the preparation of tax returns for U.S. citizens, residents and nonresident aliens. Introduction to international tax treaties. (Prerequisite: ACCT 301.)

356. Accounting Information Systems (3) (F) An introduction to contemporary accounting systems with an emphasis on accounting cycles and internal controls. (Prerequisite: ACCT 302.)

365. Auditing (3) (W, Sp) Introduction to U.S. and international generally accepted auditing standards with a focus on financial auditing technology. Auditor's Code of Professional Conduct is emphasized. (Prerequisite: ACCT 302.)

386. Advanced Financial Computing (3) (W) Development and enhancement of advanced financial computing skills utilizing spreadsheet applications and other accounting-specific software programs. (Prerequisite: ACCT 301.)

390R. Special Topics in Accounting (1-3) (Variable).
232 A. The Mathematics of Finance (1.5) (1, F, W, Sp) Simple and compound interest, annuities and sinking funds, bonds, amortization schedules, other finance mathematics topics.

232 B. Finance and Accounting Software Applications (1.5) (1, F, W, Sp) Development of spreadsheet skills in time value of money, compound interest, annuities, amortizations and other business functions. Introduction to basic accounting software. (Prerequisite: ACCT 232 A with a C- or higher; pre or co-requisite: ACCT 201.)