

Curriculum Course Request New Course ACTY 6494 - B-2020-ACTY-21; effective term: 202140

Date of request: 09-OCT-2020

Request ID: B-2020-ACTY-21

 College: B

Department: ACTY

Initiator name: Dawn Mason

Initiator email: dawn.l.mason@wmich.edu

Proposed effective term: 202140

Does course need General Education approval?: N

Will course be used in teacher education?: N

If 5000 level course, prerequisites apply to: G

Proposed course data:

New Course ACTY 6494

New course selected: This new course is not seeking approval as a general education course.

1. Proposed course prefix and number:
ACTY 6494

2. Proposed credit hours:
3

3. Proposed course title:
Auditing Capstone

4. Proposed course prerequisites:

ACTY 4160, or by departmental approval

5. Proposed course corequisites:

none

6. Proposed course prerequisites that may be taken concurrently (before or at the same time):

none

7. Minimum grade for prerequisites (default grades are D for Undergrad and C for Grad):

C, or with departmental approval

8. Major and/or minor restrictions:

Include

9. List all the four-digit major and/or minor codes (from Banner) that are to be included or excluded:

Accountancy (ACTJ)

Accountancy (ACTM)

Business Administration (MBAM)

Business Administration: Health Care (MBHM)

Business Administration: Aviation (MBVM)

Pre-Master of Business Administration (PRMB), OR

Departmental approval

10. Classification restrictions:

Exclude

11. List all the classifications (freshman, sophomore, junior, senior) that are to be included or excluded:

FR, SO

12. Level restriction:

Include

13. List the level (undergraduate, graduate) that is to be included or excluded.

GR

14. Do prerequisites and corequisites for 5000-level courses apply to undergraduates, graduates, or both?

Not Applicable

15. Is this a multi-topic course?

No

16. Proposed course title to be entered in Banner:

Auditing Capstone

17. Is this course repeatable for credit?

No

18. Is this course mandatory credit/no credit?

No

19. Select class type:

Lecture/Lab/Discussion

20. How many contact hours per week for this course?

3

A. Please choose Yes or No to indicate if this class is a Teacher Education class:

No

B. Please choose the applicable class level:

Graduate

C. Please respond Yes if this is a current general education course and/or a course being submitted for the new WMU Essential Studies program. Please respond No if it is neither.

No

D. Explain briefly and clearly the proposed improvement.

This class reinforces the auditing theory and concepts learned in various courses at the undergraduate level. This course will serve as a capstone class in the area of auditing by using the perspective of CPA Exam content to explore advanced topics in auditing with a focus on application. The class will also help prepare students for auditing topics on the CPA exam.

E. Rationale. Give your reason(s) for the proposed improvement. (If your proposal includes prerequisites, justify those, too.).

Accounting and financial professionals are expected to understand and be able to apply auditing concepts and theory in practice and to sometimes assist internal and independent auditors. A capstone class helps students reinforce their understanding of these concepts and theory to help them prepare for a professional career in accounting and finance. As a part of their professional career, many accounting students are also expected to earn a CPA certification. This class will also help aspiring students prepare for auditing topics on the CPA exam.

F. List the student learning outcomes for the proposed course or the revised or proposed major, minor, or concentration. These are the outcomes that the department will use for future assessments of the course or program.

1. Develop a clear understanding of auditing theory and concepts.

2. Demonstrate the ability to apply the auditing concepts and theory to practical auditing scenarios and problems.

3. Demonstrate the ability to research and use the available guidance from AICPA, PCAOB, and other auditing regulations to address complex and/or emerging auditing scenarios and problems.

4. Develop a greater understanding of current changes in auditing regulations and the impact on the audit function.

5. Demonstrate an understanding of the differences in attestation regulations and practice for different types of audit clients and around the world.

G. Describe how this curriculum change is a response to student learning assessment outcomes that are part of a departmental or college assessment plan or informal assessment activities.

All learning goals of the College will be achieved.

H. Effect on other colleges, departments or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution.

Demonstrate that the program you propose is not a duplication of an existing one.

Not applicable

I. Effect on your department's programs. Show how the proposed change fits with other departmental offerings.

Course will be included in the MSA and will improve the program by providing students with an option to apply the auditing concepts in practice through the use of practical problems and simulations.

Additionally, it will help improve the CPA exam performance of our students nationally.

J. Effects on enrolled students: are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students' time. If a required course will be offered during summer only, provide a rationale.

This course offering will make it easier for students to meet graduation requirements because it is an additional elective.

K. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?

There is a growing need for accounting and finance professionals to have a solid understanding of auditing skills, including analytics, internal controls, the flow of information and accounting processes, and risk assessment in order to be successful managers and leaders. We anticipate that a capstone class will help students review and apply the auditing concepts and theory that they learn throughout their college education. This will better prepare them for careers in accounting and finance. Also, it will help students prepare for auditing topics on the CPA exam, which is a highly sought-after certification in the fields of accounting and finance.

L. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? How often will course(s) be offered? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)

Not applicable

M. With the change from General Education to WMU Essential Studies, this question is no longer used.

For courses requesting approval as a WMU Essential Studies course, a syllabus identifying the student learning outcomes and an action plan for assessing the student learning outcomes must be attached in the Banner Workflow system.

Not Applicable

N. (Undergraduate proposals only) Describe, in detail, how this curriculum change affects transfer articulation for Michigan community colleges. For course changes, include detail on necessary changes to transfer articulation from Michigan community college courses. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section.

Not applicable

O. Current catalog copy:

Not applicable


P. Proposed catalog copy:

This course will help students review and apply auditing concepts and theory, preparing them to take on the challenges of the profession in the future. The audit function is ever-changing and the resulting auditing regulations continue to evolve. It is important that students understand the implications of these changes and be able to adapt and apply them in practice. This capstone class will also help students prepare for auditing topics appearing on the CPA exam

Auditing Capstone - ACTY 6494/XXXX Tentative Schedule

Instructor: Dr. C. Burke
3169 Schneider Hall
Email: cari.burke@wmich.edu

Office Hours: TR 12:30 - 1:45 p.m.
& by appointment.

Class Tool	URL	Technical Support
Course Elearning Website	http://gowmu.wmich.edu/ Click the Elearning icon at the top, right-hand side of the page. It looks like this: 	OIT help desk 387-HELP (269-387-4357) or helpdesk@wmich.edu
Gleim Exam Prep	https://www.gleim.com/account/	1-800-874-5346 ext.212 https://www.gleim.com/support/
Becker Accounting Master	https://am.becker.com/login	

Course Description

This course will help students review and apply auditing concepts and theory, preparing them to take on the challenges of the profession in the future. The audit function is ever-changing and the resulting auditing regulations continue to evolve. It is important that students understand the implications of these changes and be able to adapt and apply them in practice. This capstone class will also help students prepare for auditing topics appearing on the CPA exam.

Credit hours: 3

Learning Outcomes

- Develop a clear understanding of auditing theory and concepts.
- Demonstrate the ability to apply the auditing concepts and theory to practical auditing scenarios and problems.
- Demonstrate the ability to research and use the available guidance from AICPA, PCAOB, and other auditing regulations to address complex and/ or emerging auditing scenarios and problems.
- Develop a greater understanding of current changes in auditing regulations and the impact on the audit function.
- Demonstrate an understanding of the differences in attestation regulations and practice for different types of audit clients and around the world.

Mandatory Course Materials

Title: CPA Review: Auditing (book and Online Test Prep access)
Edition: 2020
Author: Gleim
ISBN: 978-1-61854-302-8

Course Communications:

In-class announcements, Elearning, and wmich.edu email will be the modes of communication used during this course. Thus, **students should check Elearning and their wmich.edu email frequently for information related to the course.** In general, email to the instructor will be answered within 48 hours; however, **email may not be answered on weekends or scheduled university breaks.** If you are not in class when changes to the schedule or other announcements are made, you are still responsible for new/updated material or announcement content.

Course Agreement

Students may not sit for any exam until the Course Agreement (distributed in class) has been signed and returned to the instructor.

Extra Credit:

In the event that extra credit is offered, it will be available to all students equally. ***Please don't ask for individual extra credit points.***

Make-ups and Late Assignments:

There will generally be **no make-ups** for any assignments. Late assignments will generally not be accepted.

Attendance and studying:

Attendance in class generally correlates with students' success rate with this class. Students are expected to arrive *on time* to be in their seat and ready to learn at the beginning of the class start time and to stay until the end of class. Regular attendance is expected. If you know you will need to leave before the end of class, talk to your instructor before class. Otherwise, prepare to stay until class ends - when you are excused by the instructor.

Electronics (including computers, cell/smart phones, iPads, etc.) must be on silent and may only be used for work immediately relevant to class activities. Texting, etc. is never appropriate. If you are using devices for anything other than work immediately relevant to our current class activity, **you will be asked to leave**. This will result in lost points.

You will not learn everything you need to know about this course inside the classroom. Several hours per week will be required for studying and practicing the concepts and problems. Please plan accordingly.

Quiz, and Homework, Assignments:

Each class period will begin with a quiz that covers the required pre-reading. Unless otherwise announced, quizzes happen ***at the beginning of each class period*** and students may only use their own ***handwritten notes*** as a resource during quizzes.

Homework assignments should generally be completed on Gleim Online Test Prep after the completion of each chapter/section.

Exams:

There will be one midterm exam during the term, plus a final exam.

- *Exams will generally take place in a computer lab classroom.*
- *Any paper test scantrons must be completed using a #2 pencil.*
- *In the rare event calculators are required for an exam, only simple, non-programmable calculators are acceptable. Calculators may not be shared during exams. You may not use your cell-phone as a calculator.*
- *You may not use or wear any electronic devices during exams (No ear buds, no Smart watches, etc.).*
- *Cell/smart phones must be turned off and put away.*
- *Hats with brims must be removed or reversed. Hoods should be pushed back away from the face.*
- *Keep your work covered and flat on the table at all times. During exams, if you need to look away from your paper, look up or straight ahead – not to the side.*
- *During the exam, I may move (a) student(s), at my discretion.*
- *If you leave during an exam, you must submit your exam and may not return to continue working on your exam.*

Any violations of these specific policies (or in situations that call academic honesty into question), may result in a zero for that specific exam and/or failure of the course.

Accommodations, Special Requests, and Class Conflicts:

To ensure smooth and confidential accommodations, students with a documented disability ***should meet with the instructor during the first week of class.*** You may contact the Office of Disabled Student Resources and Services at (269) 387-2116, or at <https://www.wmich.edu/disabilityservices>.

Student Members of WMU sports and academic teams who will have class time conflicts ***should make their requests during the first week of class*** by submitting their request in writing.

The University is a diverse, multicultural enterprise and, as a community, we jointly embrace both individual responsibility and dignified respect for our differences. It is our general policy to permit students to fulfill obligations set aside by their faith. It is WMU's intent that students who must be absent from scheduled classes to fulfill religious obligations or observe practices associated with their faith not be disadvantaged. However, it is the student's responsibility to make arrangements with instructors in advance. Students who need to be absent from scheduled classes to fulfill religious obligations or observe practices associated with their faith ***should make their requests during the first week of class.***

Most other requests for special treatment will be denied. However, students who feel that their situation warrants an exception from the aforementioned class rules may submit their special request in writing, with supporting documentation attached. Requests will be evaluated by the instructor on a case-by-case basis. ***Note: submitting a special request does not guarantee that the request will be granted.***

For university policy regarding the Code of Honor and general academic policies on issues such as

diversity, religious observance, student disabilities, etc., please go to: www.wmich.edu/conduct, www.wmich.edu/registrar, or www.wmich.edu/disabilityservices.

WMU Harassment Policy:

Students and instructors are responsible for making themselves aware of and abiding by the “Western Michigan University Sexual and Gender-Based Harassment and Violence, Intimate Partner Violence, and Stalking Policy and Procedures” related to prohibited sexual misconduct under Title IX, the Clery Act and the Violence Against Women Act (VAWA) and Campus Safe. Under this policy, responsible employees (including instructors) are required to report claims of sexual misconduct to the Title IX Coordinator or designee (located in the Office of Institutional Equity). Responsible employees are not confidential resources. For a complete list of resources and more information about the policy see www.wmich.edu/sexualmisconduct.

In addition, students are encouraged to access the Code of Conduct, as well as resources and general academic policies on such issues as diversity, religious observance, and student disabilities:

- Office of Student Conduct www.wmich.edu/conduct
- Division of Student Affairs www.wmich.edu/students/diversity
- University Relations Office <https://wmich.edu/registrar/calendars/interfaith>
- Disability Services for Students www.wmich.edu/disabilityservices
- University Registrar www.wmich.edu/registrar

Non-discrimination Policy:

Western Michigan University prohibits discrimination or harassment which violates the law or which constitutes inappropriate or unprofessional limitation of employment opportunity, University facility access, or participation in University activities, on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, protected disability, veteran status, height, weight, or marital status.

Academic Honesty and Conduct:

Students are responsible for making themselves aware of and understanding the policies and procedures that pertain to Academic Honesty. These policies include cheating, fabrication, falsification and forgery, multiple submission, plagiarism, complicity and computer misuse. The academic policies addressing Student Rights and Responsibilities can be found in the Undergraduate Catalog at <http://catalog.wmich.edu/content.php?catoid=32&navoid=1350> and the Graduate Catalog at <http://catalog.wmich.edu/content.php?catoid=33&navoid=1404>. If there is reason to believe you have been involved in academic dishonesty, you will be referred to the Office of Student Conduct. You will be given the opportunity to review the charge(s) and if you believe you are not responsible, you will have the opportunity for a hearing. You should consult with your instructor if you are uncertain about an issue of academic honesty prior to the submission of an assignment or test.

Code of Conduct for Accountancy Majors:

Accountancy majors at Western Michigan University are preparing to enter a profession whose members:

- Discharge their responsibilities to the public with integrity, competence, and diligence
- Maintain a commitment to honorable behavior

- Fulfill their commitment to honor the public trust.

Class Ethics:

All students in this class are expected to:

- Act with integrity and honesty
- Strive to master the body of knowledge covered in this course
- Abide by the University's policy on academic conduct
- Treat fellow students and professors with respect, courtesy, and fairness
- Recognize that your behavior reflects upon the Department of Accountancy, your student peers, and the WMU community.

Vacations/Weather and Emergency Concerns:

This class will meet any time the university is open. Absences on days other than official WMU vacation days will be treated as unexcused.

There are two ways for you to check if classes have been cancelled. (1) Call 387-1001. If you hear a recording stating, "There are no messages waiting" the University is open and there are no plans to close as of the time of your call. (2) Log on to the portal at <https://gowmu.wmich.edu>. Closing announcements will be posted immediately on the home page under the links to WMU news.

All students, particularly those who travel a great distance, may wish to check the class Elearning home page for any unusual announcement relating only to this class.

Incomplete Grades

Without exception, University standards will be applied to incomplete grade requests. ***An incomplete grade may not be given as a means of avoiding a failing grade.*** It is only to be used in those cases where circumstances beyond the control of the student prevent timely completion of course requirements.

Tips for Successful Completion of this Course

1. Be organized and pay attention to details such as due dates, assignment instructions and problem data.
2. Be proactive. Act before your concerns become insurmountable problems. Don't wait until the end of the term to address difficult issues.
3. It is very important to stay current by doing homework, attending class and participating in class activities. This will require a considerable amount of dedication and time.
4. Your concerns are important and deserve due consideration. **Please discuss them with me during office hours – not during the brief break before the next class, the minute or two before class begins, while walking down the hall or through email.** It is your responsibility to document all special requests, as described above.
5. You should arrange your schedule so that you can come to class every day, on time, and stay for the entire class period.
6. Email through my university account (cari.burke@wmich.edu) is the best way to reach me outside of class and office hours. Remember to send your messages from WMU, Elearning, or *Connect* accounts **only**. Most often, questions regarding assignments, missed class materials,

etc., are best addressed by meeting in my office rather than through email. **If an email requires a long explanation or is of a personal nature, I may choose to answer only during a discussion in my office.**

Grading Scale*

<u>Description</u>	<u>Basis for Grading*</u>	<u>Percent</u>	<u>Letter Grade</u>
Quizzes (10 @ 10 points each)	100	90 – 100	A
Homework (10 @ 10 points each)	100	86 – 91	BA
Exam #1	100	80 – 85	B
Exam #2	<u>100</u>	75 – 79	CB
Total	<u>400</u>	70 – 75	C
		65 – 69	DC
		60 – 65	D
		Below 60	E

*This grading scale may be adjusted downward at the instructor's discretion, based upon class performance and exam difficulty.