

April 7, 2017

Meeting: 8:00 AM. Room 4730.

Refreshments provided.

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It was nice to meet you in person today.

Thank you for sharing your insight and experiences as they related to the KVCC Accounting program! The topic regarding the future of the Accounting/Bookkeeping was especially interesting.

Summary:

Listed below is our current accounting program and descriptions.

## **COURSES – CURRENT DESCRIPTIONS**

### **ACC 101 Principles of Accounting 1**

4-4-0 (Lecture/Discussion)/Online/Blended Contact Hours: 4 This course is an introduction to financial accounting procedures and the regulatory agencies - Financial Accounting Standard's Board (FASB) and the Generally Accepted Accounting Principles (GAAP). The course goes beyond bookkeeping skills and addresses the measuring, planning, and controlling of business income, assets and equities as well as recording and reporting of business transactions.

### **ACC 102 Principles of Accounting 2**

4-4-0 (Lecture/Discussion)/Online/Blended Contact Hours: 4 This course is an introduction to managerial and cost accounting: included are standard costs, job and process costing and budgeting as well as understanding how financial information is used in management decision making. Word processing and spreadsheet applications will be used in this class. PREREQUISITE: Successful completion of ACC 101 is REQUIRED.

### **ACC 103 Accounting with QuickBooks**

3-3-0 (Lecture/Discussion) Contact Hours: 3 This course introduces the accounting major to using a QuickBooks, a computerized accounting program, as intended for the small business owner. Recommended prior computer skills. PREREQUISITE: Successful completion of ACC 101 is REQUIRED.

### **ACC 108 Accounting with Peachtree**

3-3-0 (Lecture/Discussion) Contact Hours: 3 This course introduces the accounting major to Peachtree, a computerized accounting program, as intended for the small business owner. Recommend prior computer skills. The name of this software has recently been changed to Sage 50. This is only a product software name change. PREREQUISITE: Successful completion of ACC 103 is REQUIRED.

### **ACC 109 Intro To Corporate Accounting**

3-3-0 (Lecture/Discussion) Contact Hours: 3 This course is an introduction to corporate financial accounting concepts, procedures and practices. Recommended prerequisite: A 2.0 or above in ACC 101.

### **ACC 202 Acct/Computerized Spreadsheets**

3-3-0 (Lecture/Discussion) Contact Hours: 3 Using computerized spreadsheets, the student will develop and prepare business reports and automated financial statements. In addition, the students

will prepare summary reports using graphs. PREREQUISITE: Successful completion of ACC 102 is REQUIRED.

### **ACC 204 Business Taxation**

3-3-0 (Lecture/Discussion) Contact Hours: 3 A comprehensive introductory course in tax return preparation. Emphasis will be placed on tax issues and return preparation for individuals and unincorporated businesses. Basic tax issues involving corporations will be covered. Federal taxation will be emphasized. State taxation issues regarding property taxes and sales and use tax will be covered.

### **ACC 205 Accounts Payable/Receivable**

3-3-0 (Lecture/Discussion) Contact Hours: 3 This course provides understanding of payables and receivables management which support optimal cash flow and profitability. The use of receivables as a source of cash through factoring, assignment, and transfer will be presented along with required journal entries. The cash flow statement will be analyzed, and options to enhance cash flow will be examined. Recommended prerequisite: A 2.0 or above in ACC 101, BUS 103.

### **ACC 211 Spec. Industry Record Keeping**

3-3-0 (Lecture/Discussion)/Blended Contact Hours: 3 This course includes four modules which introduce the student to different industry accounting procedures. Medical, Limited Liability Corporation, Construction and Non-Profit accounting environments are presented. Recommended prerequisite: A 2.0 or above in ACC 101, ACC 102, ACC 109, BUS 103.

### **ACC 220 Financial Accounting**

4-4-0 (Lecture/Discussion) Contact Hours: 4 This course is intended to be the capstone course for the accounting program student. The course will require the student to demonstrate exit level skill mastery relative to accounting principles and procedures. Emphasis is on practical applications to meet current business needs using popular accounting software as recommended by the Accounting Advisory. Recommended prerequisite: A 2.0 or above in ACC 101, ACC 102, ACC 103 or ACC 108, ACC 109, BUS 103.

### **ACC 278 Accounting Internship**

1-0-0 to 9-0-0 (Variable) Contact Hours: 1 to 9 The Accounting Internship is a supervised on-the-job learning experience designed to provide students the opportunity to apply accounting competencies in a work environment. Prerequisite: With some exceptions, students must have completed 75% of the coursework in the pursued degree/certificate program and have a grade point of 2.5 in the program and 2.0 overall. Comment: See Internships under Permission Codes for more information.

#### **Today's Discussion.**

As discussed -Eunice Levy - long-time accounting instructor retired and will be missed. The Accounting Department is looking to hire a new full-time instructor. We will be **REVISING** and **TWEAKING** our ten accounting courses in several areas to meet the needs of our students and to better integrate our courses with some university transfer programs. Davenport University has implemented a 3 + 1 Program - Accounting 4-year degree is available.

We appreciate your support for the accounting department staff to continue to tweak and modify class syllabi.

1. Course names.
2. Course prerequisites.
3. Course descriptions.
4. Instructor competencies.

5. Course offerings.
6. Course strategies.
7. General Education requirements.

This Fall I will implement the changes we discussed utilizing a new course description system developed for Master Syllabi to better integrate with Davenport University. Again, we appreciate your endorsement of the changes we discussed today.

Great insight to the importance of **Excel and what versions industry is using.** (i.e. Pivot tables), Cash Flow Statements, and Soft Skills. To answer this need, we offer ACC 205 - "Computerized Spread Sheets"

Our new On-line ACC 101 has had good success. We are one of the last colleges to offer such courses and have waited patiently for technology to develop. We require Proctored-Tests. I have developed this course utilizing videos which I feel will be a strong product.

Our strategy in the Business and Accounting departments is to have an option that we could offer any of our classes as either

- a. Traditional Classroom**
- b. Blended Class - Part classroom, Part on-line**
- c. On-line**

Even though all three strategies are possible - we are very selective if and when we would offer a class as Blended or On-line course. To date we have only offered ACC 102 as a Blended Course and have had good success.

Meeting adjourned: 9:15 AM

Tentative next meeting - October 13, 2017 - Friday - 8 AM.

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