

Texas A&M University-Commerce
College of Business
Department of Accounting
Syllabus
Cost Accounting ACCT 412 01W
CRN 21744
Spring 2024

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Office hours: By appointment via Zoom or face-to-face
Course Meeting Day/Time/Room: Zoom, Mondays 6:30 to 8:30 See schedule below

Mandatory Meeting for Accounting Majors:

When: TBD
Time: 12:00 Lunch will be served
Location: BA 343

*All accounting majors enrolled in face-to-face or web classes are required to attend this very informative meeting. A zoom link will be provided before the event for web students.

Course Description:

Cost accounting focuses on understanding cost management concepts. The course explores management controls, performance measures, decision-making, and goal attainment. Prerequisites Acct 2302 with a minimum grade of C.

Course Materials:

Required Software/Text:

Fundamentals of Cost Accounting, Lanen, Anderson, & Maher, Seventh Edition, McGraw Hill
Connect Access Card including e-book 9781265182199
Connect + Loose Leaf 9781265174200

Subject to change

Program Objectives

| <u>COB Program Objectives</u> | <u>Assessment</u> |
|---|---|
| <i>Students will...</i> | <i>Students complete...</i> |
| demonstrate proficiency in spoken communications by delivering clear and well-structured business presentations. | group presentations on two teaching cases |
| demonstrate proficiency in written communications by creating clear and well-structured business documents. | group written financial case assignment. individual written responses to career exploration and introduction papers |
| identify and evaluate ethical business issues. | students complete two ethics group cases |
| identify and evaluate global business challenges. | not assessed |
| be analytical problem solvers in business environments. | complete a financial and two ethics cases and two spreadsheets (401K & college payback) where they are analytical problem solvers, three teaching cases |
| be technically proficient and prepare for roles in the accounting profession. | take two exams (multiple choice and problems) |

Course Embedded Objectives

Upon satisfactory completion of this course, the student will:

- Demonstrate an understanding of the types of costs used by management to make decisions.
- Understand the difference between order and process costing systems.
- Prepare and interpret budgets, cost-volume-profit analyses, and other managerial reports.
- Demonstrate an understanding of the information needed for capital budgeting and other business decisions.

Student Responsibilities

1. Read assigned material on schedule.
2. Complete all homework assignments on time and before class.
3. Prepare for class, examinations, and quizzes.
4. Participate in all discussions.

Teaching Procedures

The class will be conducted in a lecture/discussion format. Be prepared to discuss and ask questions about the material assigned for each class period. This will require that you read the material prior to the class period during which it will be discussed. Although many of the issues covered in the readings will be discussed in class, all the areas covered in the readings will not be part of class discussion. You are encouraged to participate in class. Participation is based on volunteering for class activities and exhibiting a positive attitude, demonstrated by attentive, courteous, and respectful behavior at all times. The nature of this course encourages an interactive forum, and everyone has something valuable to contribute. Disruptive or rude behavior will not be tolerated.

General Class Rules

- Missed assignments, case and activities cannot be made up.

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Course Evaluation

TO BE UPDATED before January 8th

Your final grade will be based upon the following items:

| Description | Count | Points Per | Total | Percent |
|---------------------------------|--------------|-------------------|--------------|----------------|
| Introduction Paper (Individual) | 1 | 10 | 10 | 1% |
| Career Exploration (Individual) | 1 | 50 | 50 | 5% |
| Amboy Case (Individual) | 1 | 25 | 25 | 3% |
| Wheels Case (Group) | 1 | 150 | 150 | 16% |
| Site Visit Presentation (Group) | 1 | 50 | 50 | 5% |
| Reflective Essay (Individual) | 1 | 25 | 25 | 3% |
| Site Visit (Group) | 1 | 25 | 25 | 3% |
| 401K Spreadsheet (Individual) | 1 | 25 | 25 | 3% |
| Chicken Sensations (Group) | 1 | 150 | 150 | 16% |
| Smart Book (Individual) | 10 | 5 | 50 | 5% |
| Homework (Individual) | 10 | 10 | 100 | 11% |
| Quiz (Individual) | 10 | 15 | 150 | 16% |
| Apply Excel (Individual) | 10 | 10 | 100 | 11% |
| Total | | | 910 | |

Possible Points:

- Homework and quizzes to be completed in Connect
- Your grades will be maintained in D2L

Grade Determination:

89.5%– or above = A
79.5% – 89.4% = B
69.5% – 79.4% = C
59.5% – 69.4% = D
59.4% or below = F

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Class Schedule

TO BE UPDATED before January 8th

CPA Exam Candidates - State of Texas

Candidates who desire to sit for the CPA in Texas must meet the following educational criteria:

1) Have a bachelor's degree; 2) Completed 150 semester hours of courses; 3) Included in the 150 semester hours, 30 of upper level accounting courses. 24 hours of upper level business courses; 3-semester credit hours of approved ethics (does not count towards upper level accounting courses); 2-semester credit hours of approved communication and 2-semester credit hours of approved accounting research (ACCT 595).

For more information visit Exam/Qualification on the State Board's website: <http://www.tsbpa.state.tx.us/>

University Policies and Procedures

Academic Honesty Policy

The College of Business at Texas A & M University-Commerce will strive to be recognized as a community with legal, ethical, and moral principles and to practice professionalism in all that we do. Failure to abide by these principles will result in sanctions up to and including dismissal. Five different types of activities that will bring sanctions are as follows:

Illegal activity: Violation of any local, state, or federal laws that prohibit the offender from performance of his or her duty.

Dishonest Conduct: Seeking or obtaining unfair advantage by stealing or receiving copies of tests or intentionally preventing others from completing their work. In addition, falsifying of records to enter or complete a program will also be considered dishonest conduct.

Cheating: The unauthorized use of another's work and reporting it as your own. You are specifically prohibited from submitting homework that was covered in class that you did not complete. If cheating is detected, the student will earn a zero for the assignment. This includes very minimal or non-participation in group projects.

Plagiarism: Using someone else's ideas and not giving proper credit. If plagiarism is detected, the student will earn a zero for the assignment.

Collusion: Acting with others to perpetrate any of the above actions regardless of personal gain.

Artificial Intelligence & ChatBots: Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources. Any undocumented use of such software constitutes an instance of plagiarism and will result in a zero for the assignment.

Ethics

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Integrity is the hallmark of the accounting profession and will be stressed throughout the course. Any type of student breach of ethics, including but not limited to: illegal activity, dishonest conduct, cheating, plagiarism, or collusion, will result in failure of assignment or exam (F) (zero points) and/or further academic sanction (i.e. failure of course (F), dismissal from class and/or referral to Dean of the College of Business).

“All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.” (See Student’s Guide Handbook, Policies and Procedures, Conduct).

A&M Commerce Supports Students’ Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center’s crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a have a disability and require accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce Gee Library, Room 132
Phone: 903.866.5150 - or - 903.886.5835
Fax: 903.468.8148
StudentDisabilityServices@tamuc.edu

Other: University policy will be followed in regards to withdrawals during the semester. It is the student’s responsibility to conform with the university rules relating to dropping or withdrawing from the course.

Email Policy

All students must use their My Leo accounts when corresponding with professors. Please include the course number in the subject line of the email message. I will answer emails within 24 hours during the week. If you do not hear from me during the specified time, assume I did not receive your email and contact me again.

Attendance

Class Attendance Policy:

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Students are responsible for learning about and complying with the attendance policy stated in the catalog, Student's Guidebook, and/or faculty syllabus. Students are responsible for requesting makeup work prior to any anticipated absence. They will be permitted to make up work for absences which are considered by the faculty member to be excusable. The method used to make-up this work shall be determined by the faculty member. The student is responsible for providing the faculty member reason(s) for his/her absence. The faculty member then determines the validity of the reason(s) for the absence and whether the student is to be excused for the absence.

Faculty members may consider the following reasons for absences excusable: (a) Participation in a required/authorized university activity; (b) Verified illness; (c) Death in a student's immediate family; (d) Obligation of student at legal proceedings in fulfilling responsibility as a citizen; and (e) Others determined by individual faculty to be excusable (e.g. elective University activities, etc.)

It is the student's responsibility to drop the class. I will not drop you from the class

Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at [903-886-5868](tel:903-886-5868) or 9-1-1.

Other

University policy will be followed in regards to withdrawals during the semester. It is the student's responsibility to conform with the university rules relating to dropping or withdrawing from the course.

Discipline Policy

"All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (See Student's Guide Handbook, Policies and Procedures, Conduct).

Comfortable Learning Environment

The university, this department, and your instructor are all committed to maintaining an inoffensive, non-threatening learning environment for every student. Class members (including the instructor) are to treat each other politely both in word and deed. Offensive humor and aggressive personal advances are specifically forbidden. If you feel uncomfortable with a personal interaction, contact your instructor for help in solving the problem.

Civility in the Academic Environment

Civility in the classroom or online course and respect for the opinions of others is very important in an academic environment. It is likely you may not agree with everything that is said or discussed in the classroom/online course. Courteous behavior and responses are expected. To create and preserve a

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learning environment that optimizes teaching and learning, all participants share a responsibility in creating a civil and non-disruptive forum. Students are expected to conduct themselves at all times in a manner that does not disrupt teaching or learning. Faculty have the authority to request students who exhibit inappropriate behavior to leave the class/online course and may refer serious offenses to the University Police Department and/or the Dean of Students for disciplinary action.

Incomplete in Course

Students who, because of circumstances beyond their control, are unable to attend classes during or after review week will, upon approval of the teacher, receive a mark of "X" in all courses in which they were maintaining passing grades. A grade of "X" (incomplete) will not be counted in the calculation of the grade point average for one semester. If the "X" has not been removed at the end of one semester, it will automatically be changed to a grade of "F." If a student feels that a grade is not correct, the matter should be discussed with the instructor. If the instructor finds the grade incorrect, the instructor must petition for a grade change by receiving approval from the department head and dean, with final approval from the Registrar's Office

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