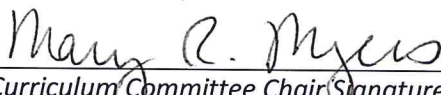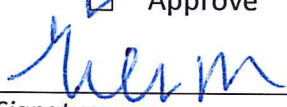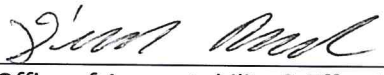## Curriculum Committee

FLORIDA
SOUTHWESTERN
STATE COLLEGE

Change of Program or Certificate Proposal
f

Note required information: *Program or certificate changes require a change to the catalog page. All change of program or certificate proposals must include the new catalog page, with all proposed changes, at the end of this document. All changes that affect the courses, words, numbers, symbols, program description, admissions requirements, and graduation requirements must be documented. Note before completing this proposal that all new courses and current prerequisite, co-requisite, core, or elective courses changes must have already been reviewed (or submitted for the same meeting) by the Curriculum Committee and approved by the Provost. The Track Changes feature in Word must be used to illustrate all changes to the catalog page.*

School or Division	School of Business and Technology
Program or Certificate	AS-Accounting Technology
Proposed by (faculty only)	Leroy Bugger, William Van Glabek
Presenter (faculty only)	Leroy Bugger

Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and be resubmitted for a later date.

Submission date	11/7/2019

All Curriculum proposals require approval of the Curriculum Committee and the Provost. Final approval or denial of a proposal is reflected on the completed and signed proposal.

☒ Approve ☐ Do Not Approve

Mary R. Myers
Curriculum Committee Chair Signature

12/10/19
Date

☒ Approve ☐ Do Not Approve

[signature]
Provost Signature

12/12/19
Date

All Curriculum proposals require review by the Office of Accountability & Effectiveness.

☒ Reviewed

[signature]
Office of Accountability & Effectiveness Signature

1/6/2020
Date

Section I, Important Dates and Endorsements Required

NOTE: Course and Program changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Exceptions to the published submission deadlines must receive prior approval from the Provost' Office.

Term in which approved action will take place	Fall 2020

Provide an explanation below for the requested exception to the effective date.
Type in the explanation for exception.

Any exceptions to the term start date requires the signatures of the Academic Dean and Provost prior to submission to the Dropbox.		
Dean	**Signature**	**Date**
Dr. Debbie Psihountas		
Provost	**Signature**	**Date**
Dr. Eileen DeLuca		

Required Endorsements	Type in Name	Select Date
Department Chair or Program Coordinator/Director	Dr. Jennifer Patterson	Click here to enter a date.
Academic Dean or Provost	Type name here	Click here to enter a date.

List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).
Leroy Bugger; William Van Glabek

Section II, Proposed Changes

Do any of the changes affect the AA focus? (If so, a Change of Program proposal is also needed.)	☐ Yes ☒ No
Have the deans of the General Studies been contacted/consulted?	☒ Yes ☐ No
Have you attached an updated catalog page?	☒ Yes ☐ No
Change of School, Division, or Department	No
Change to program or certificate name	No
List below, any changes to the program or certificate prerequisites. Include course titles and credits if applicable.	
None	

List below, any changes to the General Education requirements. Include course titles and credits if applicable.

1. All General Education courses are placed in General Education Requirements.

2. General Education courses regrouped in specific areas of
   a. Communication
   b. Humanities and Fine Arts
   c. Social and Behavioral Sciences
   d. Natural Sciences and Mathematics

   to reflect SACS requirements.

3. ENC 1102 Composition 3 credits CHANGED to: ENC 1102 Composition (Technical Writing concentration strongly recommended) 3 credits.

4. REMOVE: SPC 1017 - Fundamentals of Speech Communication and SPC 2608 - Introduction to Public Speaking (reduction of credits in General Education Communication area from 9 to 6)

5. Any General Education Humanities Course - 3 credits: Recommended courses changed FROM (PHI 2600 Ethics or PHI 2103 Critical Thinking recommended) TO: Any General Education Humanities Course (PHI 2100 Logic recommended) 3 credits.

6.	ECO 2023 Principles of Microeconomics 3 credits MOVED FROM AS Degree Core Requirements to General Education Requirements. (Addition of credits to General Education Social and Behavioral Sciences area from 3 to 6.)
7.	"Any General Education Mathematics Course (MAC 1105 College Algebra or STA 2023 Statistical Methods I recommended) - 3 credits" CHANGE TO: Any General Education Mathematics or Natural Science Course (For students who are transferring to a state university, it is recommended that the following electives be selected: MAC 1105 College Algebra or STA 2023 Statistical Methods I) – 3 credits

List below, any changes to the program or certificate Core requirements. Include course titles and credits if applicable.

1. ECO 2023 Principles of Microeconomics 3 credits moved from AS Degree Core Requirements to General Education Requirements
2. Added GEB 2430 Ethics in Management 3 credits
3. RMI 2001 Principles of Risk Management 3 credits replaced by RMI 2110 Personal Insurance 3 credits

List below, any changes to the program or certificate Elective requirements. Include course titles and credits if applicable.

N/A

List below, any other changes to the program or certificate requirements.

None

Change to program length (credits or clock hours to complete)	From:
	To:
	There is no change in total program hours to complete the program.

Include complete new catalog page as an attachment. Proposals without the new catalog page will not be reviewed by the committee.

Revised: 11/11, 6/12, 6/13, 7/14, 8/15, 8/16, 8/17, 5/18, 6/18; 10/18

Section III, Justification for proposal
Include state frameworks, accrediting or professional organization recommendations or requirements, workforce data, and/or crosswalks.

Provide justification (below) for each change on this proposed curriculum action.

1. Changes to General Education requirements:

   1.1. Changes in the General Education area provide more specific content and skills needed to succeed in the AS in Business Administration and Management, while still totaling 18 credit hours of General Education coursework in accordance with F.A.C. 6A-14.030.

   1.2. Regrouping General Education courses in the specific areas of Communications; Humanities & Fine Arts; Social and Behavioral Sciences; and Natural Sciences and Mathematics reflects SACS area requirements. This also allows for improved identification -- within Associate Degree in the Business Management and Administration Core Requirements -- of the of the career and technical core courses required to earn the Associate of Science degree.

   1.3. Change to ENC 1102 Composition now strongly recommends the particular writing concentration—Technical writing concentration--most valuable to students seeking a career in business.

   1.4. The elimination of SPC 1017 Fundamentals of Speech Communication or SPC 2608 Introduction to Public Speaking (3 credits) reduces the General Education Communication area hours from 9 to 6. This allows for adding ECO 2023 Principles of Microeconomics to the Natural and Social Sciences area (increase from 3 to 6 credits) without increasing overall General Education credits (18 total).

   1.5. Addition of GEB 2430 Ethics in Management in AS degree requirements led to changing the recommended courses in the General Education Humanities area, substituting PHI 2100 Logic for (PHI 2600 Ethics or 2103 Critical Thinking).

2. Changes to Degree core requirements

   2.1. General Education course ECO 2023 previously in program core requirement is now grouped under General Education Social and Behavioral Science courses.

   2.2. The addition of GEB 2430 Ethics in Management provides students an ethics course directed at ethical situations present in a business environment.

2.3. The replacement of RMI 2001 Principles of Risk Management with RMI 2110 Personal Insurance gives students the opportunity to take the first step completing the state requirements to become an insurance agent while still learning the principles of risk management inherent in the AS-Accounting Technology degree.

Accounting Technology, AS

⬅ Return to: Programs of Study

Purpose

The Associate in Science (AS) in Accounting Technology program prepares students for employment and/or promotion in occupations where a general knowledge of accounting, bookkeeping, tax preparation, and general business are required. It also prepares students for entry into a variety of baccalaureate degree programs in related disciplines such as accounting, business administration, management, and finance. The content includes but is not limited to the principles, procedures, and theories of organizing, maintaining and auditing business and financial transactions and the preparation of accompanying financial records and reports for internal and external uses.

Program Structure

This program is a planned sequence of instruction consisting of 60 credit hours in the following areas: 18 credit hours of General Education Requirements and 42 credit hours of Accounting Technology Core Requirements. The Accounting Technology Management CCC can be earned before the student has earned the AS Accounting Technology degree.

Course Prerequisites

Many courses require prerequisites. Check the description of each course in the list below to check for prerequisites, minimum grade requirements, and other restrictions related to the course. Students must complete all prerequisites for a course prior to registering for it.

Graduation

Students must fulfill all requirements of their program major in order to be eligible for graduation. Students must indicate their intention to attend commencement ceremony, by completing the Commencement Form by the published deadline.

Revised: 11/11, 6/12, 6/13, 7/14, 8/15, 8/16, 8/17, 5/18, 6/18; 10/18

General Education Requirements: 18 Credit Hours

- ~~SPC 1017 - Fundamentals of Speech Communication~~ **3 credits**
  ~~or~~
- ~~SPC 2608 - Introduction to Public Speaking~~ **3 credits**

- ENC 1101 - Composition I **3 credits**
- ENC 1102 – Composition II (Technical Writing concentration strongly recommended) **3 credits**

- Any General Education Humanities Course (PHI 2100 Logic recommended) **3 credits**

- ECO 2013 - Principles of Macroeconomics **3 credits**
- ECO 2023 - Principles of Microeconomics **3 credits**

- Any General Education Mathematics or Natural Science Course (For students who are transferring to a state university, it is recommended that the following electives be selected: MAC 1105 College Algebra or STA 2023 Statistical Methods I) - **3 credits**

Accounting Technology, AS Degree Core Requirements: 42 Credit Hours

- ACG 2021 - Financial Accounting **3 credits**
- ACG 2071 - Managerial Accounting **3 credits**
- ACG 2450 - Accounting Software Applications **3 credits**
- ACG 2500 - Governmental and Not-For-Profit Accounting **3 credits**
- CGS 1100 - Computer Applications for Business **3 credits**
- CGS 2511 - Advanced Spreadsheet Computing **3 credits**
- ~~ECO 2023 - Principles of Microeconomics~~ **3 credits**
- FIN 2001 - Business Finance **3 credits**
- MAN 2021 - Management Principles **3 credits**
- GEB 2430 – Ethics in Management **3 credits**
- MTB 1103 - Business Mathematics **3 credits**
- ~~RMI 2001 - Principles of Risk Management~~ **3 credits**
- RMI 2110 – Personal Insurance **3 credits**

- SLS 1331 – Personal Business Skills **3 credits**
  or
- SLS 1515 - Cornerstone Experience **3 credits**

- TAX 2000 - Federal Tax Accounting I **3 credits**
- TAX 2010 - Federal Tax Accounting II **3 credits**

Revised: 11/11, 6/12, 6/13, 7/14, 8/15, 8/16, 8/17, 5/18, 6/18; 10/18

Total Degree Requirements: 60 Credit Hours

Information is available online at: www.fsw.edu/academics or on the School of Business and Technology Home Page at: www.fsw.edu/sobt