ACCT 6264
NONPROFIT ACCOUNTING AND AUDITING
Fall 2017 Course Outline
(Thursday 7:00 - 9:30 p.m.; ADM 115)

Instructor: Dr. S. Seay
Office: Adamson 203 B
Telephone: (678) 839-4819
E-Mail: sseay@westga.edu

Office Hours: T,TH: 2:00 – 5:30 pm
W: 1:00 – 4:00 pm
& by appointment.

The policy of the University of West Georgia is that each student is responsible for checking his/her my.westga.edu email account on a regular basis. In this class, please contact me through D2L email.

Online Support:
D2L Home Page
https://westga.view.usg.edu/

D2L UWG Online Help
http://uwgonline.westga.edu/students.php

D2L 24 Hour Help
https://d2lhelp.view.usg.edu/

Richards College of Business:

Vision:
To become a globally recognized college of business preparing forward-thinking, responsible leaders.

Mission:
We are in the business of transforming lives through education, engagement and experiences.

I. Catalog Description:

Principles and practices of fund accounting are examined with emphasis upon their adaptation to nonprofit institutions; measuring efficiency and economic use of resources to satisfy legal, reporting, as well as societal requirements. Auditing the reports and operations of nonprofit organizations is emphasized.

II. Required Background or Experience:

A. Prerequisite: ACCT 4261.

B. Prerequisite Justification: In-depth knowledge of auditing concepts is required.

C. General Education (Core) Contribution:
This course uses the writing and speaking skills and critical thinking and analysis abilities developed in English, Speech, and Mathematics courses. In addition, accounting core knowledge, word processing skills, legal concepts, finance concepts, and managerial theories are used in this course.

III. Expected Outcomes (www.westga.edu/accfin/outcomes.htm):

A. Conduct library research on not-for-profit (NFP) accounting and auditing (A &A) topics to form opinions on current issues. LG1 (Learning Goal 1); LO1.1;

B. Improve communication skills by presenting article summaries and major presentation. LG1; LO1.3;

C. Understand NFP A&A theory and apply its underlying procedures to specific situations. LG4; LO4.2;

D. Be successful in the NFP portions of certification exams. LG4; LO4.2

IV. Text(s) and References:

Required Texts:


V. Policies:

A. Student Rights and Responsibilities

Students should review the following information each semester.

ACADEMIC SUPPORT

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student
should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact Accessibility Services.

Center for Academic Success: The Center for Academic Success provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu

University Writing Center: The University Writing Center assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu

HONOR CODE

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student’s conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student’s account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the Student Handbook.

If you are caught cheating on an exam, you will receive a grade of “F” for the course.

UWG EMAIL POLICY

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely
manner. It is the student’s responsibility to check his or her email. **For this class, please email me through CourseDen.**

**CREDIT HOUR POLICY**

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

**HB 280 (Campus Carry)**

UWG follows University System of Georgia (USG) guidance:

[http://www.usg.edu/hb280/additional_information#](http://www.usg.edu/hb280/additional_information#)

You may also visit our website for help with USG Guidance:
[https://www.westga.edu/police/campus-carry.php](https://www.westga.edu/police/campus-carry.php)

**B. Attendance Policy**

Attendance is essential in this class. At the graduate level so much learning takes place with the discussions and interactions among students in the classroom. Penalties will be assessed for not attending class. The roll will be taken at the beginning of each class period. If you arrive after the class roll is taken, it is your responsibility to see the instructor after class to register your attendance.

**VI. Expanded Description of the Course and Instructional Methods:**

**A. Expanded Description of the Course:**
The course first examines the fund accounting principles and the determination of financial performance in governmental entities. Next, accounting practices of the Federal government are discussed. Third, cost determination and the accounting practices of educational institutions, health care providers, and other not-for-profits are presented. Finally, the auditing issues related to all governmental and nongovernmental not-for-profit entities are covered.

**B. Instructional Methods:**

1) **Lecture and Problem Solving; Workbooks; Videos**
2) **Cases**: Cases test critical thinking and analysis abilities.

3) **Presentation/Discussion of Articles and Reports**: To achieve greater focus on current issues and enhance oral communication skills.

**VII. Methods of Evaluating Outcomes:**

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<td>Exam I</td>
<td>125 points</td>
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<td>Exam II</td>
<td>125</td>
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<td>Exam III</td>
<td>125</td>
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<td>Workbook Assignment</td>
<td>350</td>
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<tr>
<td>Article Presentation</td>
<td>50</td>
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<tr>
<td>Term Presentation</td>
<td>75</td>
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<tr>
<td>Class Participation</td>
<td>50</td>
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<td><strong>Total</strong></td>
<td><strong>900 points</strong></td>
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*There is no extra credit in this course beyond that explicitly stated in the course syllabus. Work submitted for credit in other courses will not be accepted for credit in this course. Late assignments will incur penalties.*

A. **Article Presentations.** Students will research the topic under discussion and bring a *related* article, highlight the pertinent information, and discuss it in class.

B. **Term Presentation.** Students will prepare a PowerPoint® presentation with details provided later in the course.

C. **Learning Domains:**

1) **Cognitive**: Knowledge, comprehension, application, analysis, synthesis, evaluation.

2) **Affective**: Receiving, responding, valuing, organization, characterization.

3) **Psychomotor**: Set, complex overt response, adaptation, and origination.
VIII. **Daily Schedule:**

**August 10 and 17**

A. **Text Coverage:** Chapters 1, 2, and 9. Modules 1, 4.
B. **Class Objectives:** 1) Definition of reporting entity; 2) Similarities and differences between nonprofit and profit accounting and objectives of NFP reporting;
C. Article substitute *GASB White Paper*

**August 24**

A. **Text Coverage:** Chapters 10 and 12
B. **Class Objectives:** 1) Analyzing governmental financial performance; 2) Budgeting and costing of governmental services.
C. Related Articles

**August 31**

A. **Text coverage:** Chapters 3 and 4. Module 5.
B. **Class Objective:** Accounting for governmental operating activities.
C. Related Articles

**September 7**

A. **Text coverage:** Chapters 5 and 6. Module 6.
B. **Class Objective:** Accounting for general capital assets and general long-term liabilities.
C. Related Articles

**September 14**

A. **Text coverage:** Chapters 7 and 8. Module 4.
B. **Class Objective:** Accounting for business-type activities and fiduciary activities.
C. Related Articles
   
   **Take home Exam 1** - Covers the material in Chapters 1-10, 12; **Due September 28**

**September 21**

A. **Text coverage:** Bisk HotSpot Video & Workbook – Governmental Accounting
B. Related Articles

**September 28**

A. **Text coverage:** Chapter 13-14. Module 2.
B. **Class Objectives:** Accounting procedures and theoretical issues concerning NPOs, including VHWOs, and the regulatory cost accounting and taxation issues concerning NPOs.
C. Related Articles
(September 29, Midnight – last day for W)

October 5

Fall Break---No Class

October 12

B. Class Objective: Accounting procedures and other issues concerning governmental and private education organizations and health care organizations.
C. Related Articles

October 19

A. Text coverage: Chapter 17
B. Class Objective: Special topics in Federal Government accounting and auditing issues.
C. Related Articles


October 26, November 2, November 9

A. Text coverage: 1) Chapter 11; Module 7. 2) Review the Yellow Book (Single Audit Guide);
   3) Discuss current professional liability and responsibility issues pertaining to NFP audits; pertinent OMB Circulars.
B. Class Objectives: 1) Be familiar with the procedures and current issues pertaining to NFP audits; 2) Auditing concepts; 3) Single Audits;
C. Related Articles

November 16 Student Presentations; Take Home Exam 3 - Audit Issues

Thanksgiving Break (November 20 – November 24)

November 30 Article Presentations; Exam 3 Due