

Course Syllabus

ACCT 6335- Ethics for Professional Accountants

The University of Texas at Dallas

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Course Information

Course

Course Number Section	ACCT 6335
Course Title	Ethics for Professional Accountants
Term and Dates	January 12th – February 28th

Professor Contact Information

Professor	Amy Troutman, CPA
Office Phone	972-883-6719
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Office Location	JSOM 4.419

About the Instructor

Amy L. Troutman has been a member of the faculty at The University of Texas at Dallas since February 2001. She serves as Area Coordinator for the Accounting Programs in the Jindal School of Management, but it is teaching that she loves best. She has taught undergraduate and graduate courses in accounting, business communications and ethics during her time at UTD. She serves as co-director of the Professional Program in Accounting and has served as faculty advisor for many student organizations, including Beta Alpha Psi, NABA, and Ascend. She is currently the faculty advisor for Delta Delta Delta. Prior to her position at UT-Dallas, she was an employee of PricewaterhouseCoopers. She graduated from the University of Texas at Austin with a Bachelor in Business Administration degree in 1997. She simultaneously obtained her Master in Professional Accounting from UT-Austin in 1997. Her hobbies include hiking, reading, and watching sports, however, she has little time for those after chasing around her two young kids, Evan and Zach!

Course Description

Ethical reasoning, integrity, objectivity, independence and other core values as defined by the American Institute of Certified Public Accountants are presented.

Student Learning Objectives/Outcomes

Learning Goals/Objectives	Learning Outcome/Assessment
Be able to apply the Texas State Board of Public Accountancy and AICPA Professional Code of Conduct as it relates to ethical tenets such as independence, integrity and objectivity to the real-world situations of accountants.	1) Test questions of real-world situations where independence is impaired and integrity and objectivity is tested 2) Write ethical journal consisting of weekly entries assessing personal analysis of ethical dilemmas 3) Case presentations or discussions on real-world companies facing ethical dilemma
Given the Sarbanes-Oxley Act of 2002, be able to judge how well it is being implemented by CPA firms and public corporations.	1) Test questions about certain parameters of the Act 2) Write ethical journal consisting of weekly entries assessing personal analysis of ethical dilemmas 3) Case presentations or discussions on real-world issues

Required Materials (all included online)

- Texas Admin Code, Title 22, Part 22, Chapter 501 -Rules of Professional Conduct
- AICPA Professional Standards: Code of Professional Conduct and Bylaws
- AICPA Statements on Auditing Standards dealing explicitly with training and proficiency, independence and due care
- AICPA Statement on Standards for Tax Service
- Pronouncements from Public Company Accounting Oversight Board and SEC
- Sarbanes-Oxley Act of 2002

Course Policies

Class Participation

Students are required to login regularly to the online class site. The instructor will use the tracking feature in eLearning to monitor student activity. Students are also required to participate in all class activities such as the discussion board.

Virtual Classroom Citizenship

The same guidelines that apply to traditional classes should be observed in the virtual classroom environment. Please use proper netiquette when interacting with class members and the professor.

Policy on Server Unavailability or Other Technical Difficulties

The university is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the UTD eLearning Help Desk:

<http://www.utdallas.edu/elearninghelp>, 1-866-588-3192. The instructor and the UTD eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

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Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important [technical requirements](#) on the [Getting Started with eLearning webpage](#).

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Course Access and Navigation

This course was developed using a web course tool called eLearning. It is to be delivered entirely online. Students will use their UTD NetID account to login at: <http://elearning.utdallas.edu>. Please see more details on [course access and navigation information](#).

To get started with an eLearning course, please see the [Getting Started with eLearning webpage](#).

UTD provides eLearning technical support 24 hours a day/7 days a week. The services include a toll free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service. Please use this link to access the UTD eLearning Support Center: <http://www.utdallas.edu/elearninghelp>.

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Communications

This eLearning course has built-in communication tools which will be used for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the [eLearning Tutorials webpage](#) for video demonstrations on numerous tools in eLearning.

Interaction with Instructor

The instructor will communicate with students mainly using the Announcements tool. Students may send personal concerns or questions to the instructor using the course email tool. The instructor will reply to student emails within 3 working days under normal circumstances

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Student Resources

The following university resources are available to students:

UTD Distance Learning:

<http://www.utdallas.edu/elearning/students/cstudents.htm>

McDermott Library:

Students will need a UTD-ID number to access all of the library's online electronic resources (reserves, journal articles, ebooks, interlibrary loan) from off campus. For UTD students living within those counties who are taking online courses, a Comet Card is required to check out materials at the McDermott Library. For more information on library resources go to <http://www.utdallas.edu/library/distance.html>.

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Student Assessments

Grading System

Two Proctored Tests (30% each)	60%
Case Discussions (5% each)	25%
Ethics Journal	15%
Total Points	100%

Tests: As required by the Texas State Board of Public Accountancy, there will be two proctored tests in this course. Each test will be comprised of 30-40 multiple-choice questions of equal value. Each test will be proctored. See proctor information below.

Case Discussions: At the beginning of the semester, students will be assigned to discussion groups in elearning. During the semester, there will be several ethical topics (denoted in course calendar below) for which students are required to submit a posting or response to a posting in their assigned discussion group. Grading will be based on both quality and frequency of responses. In order to earn full credit for case discussions, you must participate in **at least 5 case discussions**. Cases will only be open during the week denoted in the calendar below.

Ethics Journal: Your effort in this course will result in knowledge that may change your beliefs and/or behavior. As such, you will be required to keep a personal ethics journal during the duration of the semester. It should be a Word document with weekly entries. A typical week's entry may include personal analysis of materials discussed in class, ethical dilemmas encountered and implications of those encounters, and consequences of conclusions. You will turn in your journal via eLearning email on or before the final examination on **2/28/15**.

Grading Scale

Scaled Score	Letter Equivalent
93-100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
Less than 70	F

Proctored Final Exam Information

Per the requirements of the Texas State Board of Public Accountancy, this course requires two proctored examinations. Local students can now take their exams on-campus at the **UTD Student Success Center - Testing Center** (no fee charge) during **(2/2/15-2/7/15 for exam one and 2/23/15-2/28/15 for exam two)**. Please see the [UTD Student Success Center - Testing Center Website](#) for more information and check the hours of operation and testing center policies. Please be sure to view and follow the [Test Center Student Guidelines](#). If an exam is scheduled with multiple-day exam time window, students are required to make an appointment using the [RESERVE-A-SEAT](#) application to take the exam during the required exam test window as specified. If an exam is schedule only for one day (or set with a specific time window), students can just walk in to the UTD Testing Center to take the exam during that scheduled date (or on the set time). No reservation is needed. The UTD Testing Center is located at the McDermott Library basement (**Room MC 1.304**). When you arrive to take your exam, you will sign in with your **Comet Card** (or a **photo ID & UTD ID number** if you do not have a Comet Card).

Students who find UTD geographically inconvenient may use a testing service of their choice at a convenient location to have the exam proctored. All exams must be completed within this required exam time window: **(2/2/15-2/7/15 for exam one and 2/23/15-2/28/15 for exam two)**. All students must inform the instructor of their outside testing location. A proctored exam application **must** be completed before **(1/26/15)**. Please go to the [Proctored Exam Information](#) page to check out **Procedures for Arranging an Individual Proctored Exam** and to access and complete the **Online Proctored Exam application**. Please note students are responsible for any fee charge of their testing services. All completed exams must be received by **(2/7/15 for exam one and 2/28/15 for exam two)** to allow timely grade reporting to the UTD Registrar.

The UTD Testing Center requests all students strictly follow the proctored exam scheduling deadlines. If any student needs special accommodations, please seek the instructor's approval in advance. If you have any questions about using either UTD or outside testing center service, please email TestingCenter@utdallas.edu.

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Academic Calendar

ACCT 6335 – Spring 2015
Ethics for Professional Accountants

Module/ Unit	Date	Topic	Case
1/1	1/12- 1/18	Intro to Ethics	
1/2		General overview of the Codes of Professional Conduct	"What would you do?"
1/3		Texas Administrative Code	"If you ain't cheatin', you ain't tryin'"
1/4	1/19-1/25	State Procedures for Enforcement	Anderson Agreed Consent Order
1/5		Independence, part one	Ernst & Young/Peoplesoft
1/6		Independence, part two	PwC/Avon
1/7	1/26-2-1	Integrity & Objectivity, part one	"His Prices are Insane!"
1/8		Integrity & Objectivity, part two	-
1/9		General Standards	Computer Associates
	2/2-2/7	Test One	
2/1	2/9-2/15	Responsibilities to Clients, part one	Alexander Grant/CDS
2/2		Responsibilities to Clients, part two	-
2/3		Discreditable Acts, part one	Game of Death
2/4	2/16-2/22	Advertising and Commissions	-
2/5		Tax Standards, part one	KPMG Tax Loopholes of 2004
2/6		Tax Standards, part two	-
2/7		Sarbanes-Oxley Act of 2002	Collins/Beazer
	2/23-2/28	Test Two	

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Scholastic Honesty

The University has policies and discipline procedures regarding scholastic dishonesty. Detailed information is available on the [UTD Judicial Affairs](#) web page. All students are expected to maintain a high level of responsibility with respect to academic honesty. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced.

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Course Evaluation

As required by UTD academic regulations, every student must complete an evaluation for each enrolled course at the end of the semester. An online instructional assessment form will be made available for your confidential use. Please watch for the email notification at your UTD email inbox with course evaluation access information towards the end of semester.

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University Policies

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

These descriptions and timelines are subject to change at the discretion of the professor.

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