MEMBERS OF THE BOARD OF STUDIES – BACHELOR OF COMMERCE
Senior Deputy Vice-Chancellor's Nominee as Chair (Winthrop Professor H. Y. Izan)
Academic Board Chair Nominee (Mr Paul Lloyd)
Dean, Faculty of Business (Winthrop Professor Phillip Dolan)
Nominee of the Dean, Faculty of Engineering, Computing and Mathematics (Associate Professor Cara MacNish)
Dean, Faculty of Law (Winthrop Professor Stuart Kaye)
Nominee of the Registrar (Ms Sue Smurthwaite)
Nominee of the Guild President (Ms Elselynn Leighton)

IN-ATTENDANCE
Winthrop Professor Ian Reid (Senior Academic Reviewer)
Dr Kabilan Krishnasamy, (Education Policy Officer, Academic Policy Services)

NOTING OF DECISIONS TAKEN ON ITEMS CONSIDERED BY THE BACHELOR OF COMMERCE
BOARD OF STUDIES BY WAY OF A CIRCULAR – 17th AUGUST 2012

1. ITEMS FOR COMMUNICATION TO BE DEALT WITH EN BLOC

Members noted the following items as outlined in Part 1 of the Agenda:

- Committees Working Party – Ref: F44038
- New Courses 2012: Major Combinations Analysis – Ref: F28106

2. UWA BUSINESS SCHOOL: NEW UNATTACHED UNIT PROPOSAL – Ref: F44092

Members considered a proposal to introduce a new unattached elective unit for offering from 2014 – De-mystifying Accounting.

Two members queried that the unit did not have any incompatibilities listed. The Business School has clarified that ACCT1101 Financial Accounting should be recorded as an incompatible unit for the proposed unit “De-mystifying Accounting”.

A revised unit report is attached (Attachment A) for members’ information.

RESOLVED – 10/12
that, the Board of Studies (BCom) recommend to the Board of Coursework Studies that the attached (Attachment A) new Level 1 unit proposal, De-mystifying Accounting, be accepted as an unattached elective unit for offering from 2014.

[Exec Officers note: The unit report attached to the agenda listed an error for the ‘Responsible Org Entity’ – this has been corrected in the attached report].

3. ASSESSMENT ITEMS AND WEIGHTING – Ref: F34091

Members were invited to provide feedback on a discussion paper titled ‘Assessment Items and Weighting’, prepared by Academic Policy Services as part of its review of processes associated with new courses. The paper recommended the following:
'Either Scenario 1: Clarity on the assessment items with a specific percentage value, bearing in mind that any changes to the percentage value can only take place as part of the annual change process. The current deadline for change to unit information is April of the year preceding teaching of the unit.

Or Scenario 3: Clarity on the assessment items with a percentage range, bearing in mind that change to the percentage value within the range can be made by the faculty up until provision of the unit outline. The current deadline for provision of unit outlines is one working day prior to commencement of semester in which the unit is taught.

In both instances changes to the assessment weighting, either the specific value or outside of the range, will need to be undertaken in accordance with the annual change process, and approved by the relevant Board of Studies, as there may be an impact on learning outcomes.'

The following summary of feedback received will be referred to Academic Policy Services for consideration:

- Members would welcome the greatest amount of flexibility possible to accommodate late or unexpected changes to assessment items and weighting
- It was noted that the assessment items often require a late or unexpected change for reasons such as a result of feedback from students and / or a change of unit coordinator
- It was suggested that the responsibility for changes to assessment items (that have no impact on the learning outcomes of the unit) should be delegated to the person teaching the unit
- It was questioned whether the detailed assessment items and weightings needed to be published in the handbook as details were provided in unit outlines
Proposed New Unit:
ACCT1XXX De-mystifying Accounting

Please note that this unit is not yet approved.

**Unit Information**

<table>
<thead>
<tr>
<th>Title:</th>
<th>De-mystifying Accounting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level:</td>
<td>1</td>
</tr>
<tr>
<td>Type:</td>
<td>Undergraduate as unattached elective in BCom</td>
</tr>
<tr>
<td>Faculty:</td>
<td>Business</td>
</tr>
<tr>
<td>Contact:</td>
<td>Leo Langa (<a href="mailto:Leo.Langa@uwa.edu.au">Leo.Langa@uwa.edu.au</a>)</td>
</tr>
<tr>
<td>Proposed:</td>
<td>1/01/2012</td>
</tr>
</tbody>
</table>

| Code alpha prefix: | ACCT          |
| First year of offer: | 2014         |
| Credit points:    | 6             |
| Workload hours per 6 points: | 150          |

- Broadening Category A
- LOTE
- Study Abroad
- Broadening Category B
- Elective

**Academic information**

**Unit Content:** Accounting is the language of business and is an important channel of communication for all professionals. The objective of this unit is to provide students with an understanding of basic accounting concepts; given the essential role that accounting will play in their professional and personal lives. It is structured to provide an understanding of accounting issues and problems rather than to educate students to be a preparer of accounting statements (for a role as a professional accountant, for example) or heavy user of financial statements (financial, corporate or investment analyst for example). The focus of the unit is on the ability to read and analyse financial statements and to be aware of its pitfalls i.e., what financial statements can and cannot tell us. The unit also provides an introduction to cost accounting and the importance of costs in budgeting and pricing, particularly for those in the service oriented businesses.

**Outcomes:** Graduates face a complex financial world and there exists the expectation that they are well prepared to make these decisions. However research suggests that many graduates have little understanding of the information provided in accounting reports and as a result, are ill-prepared for accounting related decisions they have to make in their working and personal lives. As a broadening unit for non-accounting majors who may choose to become architects, lawyers, engineers and doctors, this course introduces an appreciation for and an understanding of basic concepts and techniques in financial and cost accounting to facilitate informed decisions. Upon completion of this unit, students will be able to: 1) identify basic concepts underlying financial reports, 2) apply techniques to analyse financial reports, 3) explain and apply basic cost concepts to business decisions such as pricing products and services and 4) communicate more effectively with accounting professionals.

**Assessment items:** Analysis of a set of financial statements project and a two hour final examination

**Assessments tied to outcomes:** There are two components to assessment. (1) A practical project will assess student understanding of the basic concepts, (2) weekly tutorials will assess students oral communication and problem solving skills in using both financial and cost information for decision making and (3) a final examination will assess student understanding of techniques to analyse and use such reports and the basic concepts for decision making.

**Teaching and Learning Practices:** The course is primarily based on lectures and tutorials.

**Technologies:** No data available.

**Offerings**

<table>
<thead>
<tr>
<th>Teaching Period</th>
<th>Location</th>
<th>Mode</th>
<th>Estimated enrolment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not available, 2013</td>
<td></td>
<td>#Type</td>
<td></td>
</tr>
</tbody>
</table>
Unit rules

Prerequisites: Nil.
Corequisites: Nil.
Incompatibilities: ACCT1101 Financial Accounting
Secondary Education Requirements: Nil.
Advisable Prior Study: Nil.

Teaching Responsibilities

<table>
<thead>
<tr>
<th>%</th>
<th>Teaching Org</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>Business Office</td>
<td></td>
</tr>
</tbody>
</table>

Accommodation requirements

Summary: We envisage that the unit will attract 100 students and so we require a lecture theatre for 100 students for 2 hours per week for one semester each year. A one hour tutorial will also be run each week.
Types: Central Teaching Spaces;
Further details:

Funding and resources

Source: Faculty/School funds
Details: While one academic is responsible for the course as a whole, the course is team taught, drawing on the expertise of individuals within the school. Industry specialists are used where feasible.

Additional information

In a complex globalised economic environment, graduates, in particular non-accountants are increasingly dealing with financial information. Non-accountants are required to provide input into the financial information and make decisions based on this information. It is therefore vital that non-accounting graduates have an understanding of fundamental accounting concepts and are able to read and analyse financial reports prepared both for external and internal decision making. This proposed unit is designed to bridge the gap between preparers of financial reports (usually accounting graduates with a focus on financial or management accounting) and users of financial reports who are often non-accountants with little or no expertise in the ability to put the financial numbers into the organisational context. It is intended that this unit will equip students with an grasp of accounting to be able to put the financial information into perspective and to be able to make more informed economic decisions.

Consultations

Library: ☐ Library Form Approved
There is one text book required for the course. We are still to consult with the library about providing student access to copies of the text book.

Committee endorsements and approvals

<table>
<thead>
<tr>
<th>Committee</th>
<th>Status</th>
<th>Resolution</th>
<th>Date</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Board</td>
<td>Endorsed</td>
<td>FBR 15/12</td>
<td>9/05/2012</td>
<td>Imported from the excel New Unit Proposal form.</td>
</tr>
<tr>
<td>Board of Studies - BCom</td>
<td>Endorsed</td>
<td>R 10/12</td>
<td>17/08/2012</td>
<td></td>
</tr>
<tr>
<td>Board of Coursework Studies</td>
<td>Not yet endorsed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Council</td>
<td>Not yet approved</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>