UNIVERSITY AT ALBANY
State University of New York

May 16, 2018

Dr. Jinliu (Grace) Wang
Interim Provost and Vice Chancellor for Academic Affairs
State University of New York
State University Plaza
Albany, NY 12246

Dear Dr. Wang:

On behalf of the Business faculty at the University at Albany, I am pleased to transmit the attached proposal for modest update to our licensure qualifying M.S. program in Professional Accountancy.

We will be thankful for efforts by your staff in the Office of Program Review for timely consideration of this proposal and transmittal to NYSED for updated registration. Should there be any technical questions or the need for additional materials, please have inquiries directed to Jonathan Bartow, Vice Dean for Graduate Education (jbartow@albany.edu) at our campus. As always, we thank you for your on-going support.

Sincerely,

James R. Stellar
Senior Vice President for Academic Affairs and Provost

Enclosure
c. Dean Kevin Williams
    Dean Hany Shawky, School of Business
    Vice Dean Jon Bartow

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program,[1] a Chief Executive or Chief Academic Officer must submit **a signed cover letter and this completed form** to the SUNY Provost at *program.review@suny.edu*.

Section 1. General Information	
a) **Institutional Information**	Institution's 6-digit SED Code: 210500
	Institution's Name: University at Albany, SUNY
	Address: 1400 Washington Ave. Albany, NY 12222
b) **Program Locations**	List each campus where the entire program will be offered (with each institutional or branch campus 6-digit SED Code): 210500
	List the name and address of off-campus locations (i.e., extension sites or extension centers) where courses will offered, **or check here [X] if not applicable**:
c) **Registered Program to be Changed**	Program Title: Professional Accountancy
	SED Program Code: 02951
	Award(s) (e.g., A.A., B.S.): M.S.
	Number of Required Credits: Minimum [30] If tracks or options, largest minimum [ ]
	HEGIS Code: 0502
	CIP 2010 Code: 52.0301
	Effective Date of Change: August 2018
	Effective Date of Completion[2]
d) **Campus Contact**	Name and title: Jonathan Bartow, Vice Dean for Graduate Education Telephone and email: (518) 437-5062 jbartow@albany.edu
e) **Chief Executive or Chief Academic Officer Approval**	Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. *E-signatures are acceptable.* Name and title: James R. Stellar, Senior Vice President for Academic Affairs and Provost Signature and date: 9/16/18
	If the program will be registered jointly[3] with one or more other institutions, provide the following information for each institution:
	Partner institution's name and 6-digit SED Code:
	Name, title, and signature of partner institution's CEO (or **append** a signed letter indicating approval of this proposal):

[1] To propose changes that would create a new program, Form 3B, Creating a New Program from Existing Program(s), is required.
[2] If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).
[3] If the partner institution is non-degree-granting, see SED's CEO Memo 94-04.

[ ] No changes in program content. *Proceed to Section 2.2.*

a) **Check all that apply. Describe each proposed change and why it is proposed.**

[ ] Cumulative change from SED's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachelor's degree programs)
[ ] Changes in a program's focus or design
[ ] Adding or eliminating one or more options, concentrations or tracks
[ ] Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit cap limits.
[ ] Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in Section 3.47(c)(1-4) of Regents Rules
[X] Other:

The proposed change substitutes BFIN 525 for BFIN 603, the course previously included in this program. This change is necessary because BFIN 525 is the first course available that will meet the Financial Management curriculum objectives. In the event that students take only one finance elective, BFIN 525 is the most appropriate course.

b) **Provide** a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.

Existing Professional Acountancy Curriculum			Proposed Professional Acountancy Curriculum		
Course	**Description**	**Credits**	**Course**	**Description**	**Credits**
Fall			**Fall**		
BACC 522	Statistical Methods for Forensic Accounting and Assurance	3	BACC 522	Statistical Methods for Forensic Accounting and Assurance	3
BACC 615	Financial Statement Analysis	3	BACC 615	Financial Statement Analysis	3
BACC XXX	ACC Elective (ACC5xx or ACC6xx or as advised)	3	BACC XXX	ACC Elective (ACC5xx or ACC6xx or as advised)	3
BFIN 603	The Fixed Income Securities Market (Pre: BFIN 525)	3	BFIN 525	Financial Management	3
BBUS XXX	BUS, FIN, or LAW Elective (BUS 5xx/6xx or FIN 5xx/6xx or LAW 5xx/6xx or as advised)	3	BBUS XXX	BUS, FIN, or LAW Elective (BUS 5xx/6xx or FIN 5xx/6xx or LAW 5xx/6xx or as advised)	3
Spring			**Spring**		
BACC 552	Financial Statement Fraud and Corporate Governance	3	BACC 552	Financial Statement Fraud and Corporate Governance	3
BACC 611	Contemporary Developments in Accounting Thought	3	BACC 611	Contemporary Developments in Accounting Thought	3
BACC 630	Advanced Cost Management	3	BACC 630	Advanced Cost Management	3
BACC 680	Research Seminar in Accounting	3	BACC 680	Research Seminar in Accounting	3
BFIN 635	Corporate Financial Problems (Pre: BFIN 525)	3	BFIN 635	Corporate Financial Problems (Pre: BFIN 525)	3
		Degree Total 30			**Degree Total 30**

c) For each new or significantly revised course, **provide** a syllabus at the end of this form, and, on the ***SUNY Faculty Table*** provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: *Syllabi for all courses should be available upon request. Each syllabus should show that all work for credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with SUNY policy on credit/contact hours), general course requirements, and expected student learning outcomes.*

d) What are the additional costs of the change, if any? If there are no anticipated costs, explain why.

No anticipated additional costs will be incurred – FIN 525 (Fall semester) and other business electives (Spring semester) are already offered and Professional Accountancy students can be accommodated in the existing class(es).

Check all that apply.   Describe each proposed change and why it is proposed.

[ ] Program title

[ ] Program award

[ ] Mode of delivery

> *NOTES: (1) If the change in delivery enables students to complete 50% of more of the program via distance education, submit a Distance Education Format Proposal as part of this proposal. (2) If the change involves adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SED may register the version as a separate program.*

[ ] Format change(s) (e.g., from full-time to part-time), based on SED definitions, for the **entire** program

> 1)   State proposed format(s) and consider the consequences for financial aid
> 2)   Describe availability of courses and any change in faculty, resources, or support services.

[ ] A change in the total number of credits in a certificate or advanced certificate program

[X] Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing program. **Exception:** Small changes in the required number of credits in a licensure-qualifying program that <u>do not involve</u> a course or courses that satisfy one of the required content areas in the profession.

> See 2.1.a), above

Section 3.   Program Schedule and Curriculum

a)   For **undergraduate programs**, complete the ***SUNY Undergraduate Program Schedule*** to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a ***Program Schedule*** for each one.

> *NOTES: The **Undergraduate Schedule** must show **all curricular requirements** and demonstrate that the program conforms to SUNY's and SED's policies.*
>
> - *It must show how a student can complete all program requirements within SUNY credit limits, unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of upper division study, with 24 in the major.*
> - *It must show how students in A.A., A.S. and bachelor's programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in approved SUNY GER courses in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, American History, Western Civilization, Other World Civilizations, Humanities, the Arts and Foreign Languages*
> - *It must show how students can complete Liberal Arts and Sciences (LAS) credits appropriate for the degree.*
> - *When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the Transfer Path Requirement Summary within the first two years of full-time study (or 60 credits), consistent with SUNY's Student Seamless Transfer policy and MTP 2013-03.*
> - *Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a Waiver Request —with compelling justification(s).*

> **EXAMPLE FOR ONE TERM: Undergraduate Program Schedule**

Term 2: Fall 20xx	Credits per classification						
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)
ACC 101 Principles of Accounting	4			4	4		
MAT 111 College Mathematics	3	M	3	3			MAT 110
CMP 101 Introduction to Computers	3						
HUM 110 Speech	3	BC	3			X	
ENG 113 English 102	3	BC	3				
Term credit total:	16	6	9	7	4		

b)   For **graduate programs**, complete the ***SUNY Graduate Program Schedule***. If the program has separate tracks or concentrations, complete a ***Program Schedule*** for each one.

> *NOTE: The **Graduate Schedule** must include all curriculum requirements and demonstrate that expectations from Part 52.2(c)(8) through (10) of the Regulations of the Commissioner of Education are met.*

SUNY Undergraduate Program Schedule (*OPTION: You can paste an Excel version of this schedule AFTER this line, and delete the rest of this page.*)
Program/Track Title and Award:

a) Indicate academic calendar type: [ ] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):

b) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

c) Name of SUNY **Transfer Path**, if one exists: _____ See **Transfer Path Requirement Summary** for details

d) Use the table to show how a typical student may progress through the program; copy/expand the table as needed. Complete all columns that apply to a course.

Term 1:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 2:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 3:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 4:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 5:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 6:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 7:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 8:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Program Totals (in credits):	Total Credits:	SUNY GER:	LAS:	Major:	Elective & Other:	Upper Division:	Number of SUNY GER Categories:
		SUNY GER:	LAS:	Major:	Upper Division:	Upper Division Major:	Major:

KEY Cr: credits **GER:** SUNY General Education Requirement (Enter Category Abbreviation) **LAS: Liberal Arts & Sciences** (Enter credits) **Maj:** Major requirement (Enter credits) **TPath: SUNY Transfer Path Courses** (Enter credits) **New:** new course (Enter X) **Co/Prerequisite(s):** list co/prerequisite(s) for the noted courses **Upper Division:** Courses intended primarily for juniors and seniors **SUNY GER Category Abbreviations:** American History (AH), Basic Communication (BC), Foreign Language (FL), Humanities (H), Math (M), Natural Sciences (NS), Other World Civilizations (OW), Social Science (SS), The Arts (AR), Western Civilization (WC)

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.*)

Program/Track Title and Award: Professional Accountancy, M.S.

a) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):
b) **Label each term in sequence**, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)
c) Use the table to show **how a typical student may progress through the program**; copy/expand the table as needed.
d) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1: Fall 1

Course Number & Title	Credits	New	Co/Prerequisites
ACC 522 Statistical Methods for Forensic Accounting & Assurance	3		NA
ACC 615 Financial Statement Analysis	3		ITM 220, MAT 108 or equivalent
ACC Elective (ACC 5xx or ACC6xx or as advised)	3		NA
FIN 525 Financial Management (Replaces FIN 603)	3		Foundational knowledge in intermediate accounting, statistics-based business analytics and economic principles.
BUS/FIN/LAW Elective (BUS 5xx/6xx or FIN 5xx/6xx or LAW 5xx/6xx or as advised)	3		NA
Term credit total:	15		

Term 2: Spring 1

Course Number & Title	Credits	New	Co/Prerequisites
ACC 552 Financial Statement Fraud & Corporate Governance	3		ACC 311 or equivalent
ACC 611 Contemporary Developments in Accounting Thought	3		ACC 312 or equivalent
ACC 630 Advanced Cost Management	3		NA
ACC 680 Research Seminar in Accounting	3		NA
FIN 635	3		FIN 525
Term credit total:	15		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Program Total:	Total Credits: 30	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: The culminating element for this program is a research project embedded in BACC 680: Research Seminar in Accounting.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

Section 4. SUNY Faculty Table

a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.

b) **Append** at the end of this document position descriptions or announcements for each to-be-hired faculty member

(a)	(b)	(c)	(d)	(e)	(f)
Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	% of Time Dedicated to This Program	Program Courses Which May Be Taught (Number and Title)	Highest and Other Applicable Earned Degrees (include College or University)	Discipline(s) of Highest and Other Applicable Earned Degrees	Additional Qualifications: List related certifications and licenses and professional experience in field.
PART 1. Full-Time Faculty					
NO Faculty Change Required					
Part 2. Part-Time Faculty					
Part 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc., and provide expected hiring date instead of name.)					

6

(a)	(b)	(c)	(d)	(e)	(f)
Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	% of Time Dedicated to This Program	Program Courses Which May Be Taught (Number and Title)	Highest and Other Applicable Earned Degrees (include College or University)	Discipline(s) of Highest and Other Applicable Earned Degrees	Additional Qualifications: List related certifications and licenses and professional experience in field.

7