



Senate Committee on Academic Development
Report to Senate – Meeting of October 22, 2009

**Proposal to establish a Graduate Diploma in Accounting in the School of
Business and the School of Graduate Studies**

Introduction

The proposal to establish a Graduate Diploma Accounting (Type 4 OCGS) in the School of Business and the School of Graduate Studies (SGS) was reviewed by the Senate Committee on Academic Development (SCAD) at its meeting of September 23, 2009. D. Rappaport, Associate Dean of the SGS, B. Gallupe, Associate Dean, School of Business and C. McKeen, Associate Professor, School of Business, attended the SCAD meeting to speak to the proposal and answer questions from members of SCAD. Members of SCAD were also provided with the *Program Approval Submission Form* for the diploma, which outlines the major components of the proposal. A copy of the submission is attached to this report.

Analysis and Discussion

The following should be noted:

- the proposed *Graduate Diploma Accounting* will provide the opportunity for students to complete up to four required courses needed for the Chartered Accountant (CA) designation; these courses are not part of the undergraduate Commerce program.;
- for students who wish to further their education, the four graduate credits could be applied towards a Master of Management – Accounting;
- the four courses, which are currently offered in Queen's Advanced Accounting Program (QAAP), will be repositioned to the graduate level; the courses will be more comprehensive, more intense and will require more

Page 2



clarification was obtained particularly concerning the faculty costs, staff costs and grant revenue funding.

The additional information was requested, received and circulated to the members. (See Attached)

Conclusions/Recommendation

The Committee voted to recommend to Senate that they approve the proposal to establish a Graduate Program in Accounting.

Respectfully submitted,

J. Helland,
Chair, Senate Budget Review Committee

Committee Members:

H. Averno
P. Boag
I. Cameron
D. Janiec
S. Heard
J. Helland (Chair)
A. Husain
S. Kalb
E. Nkole
V. Pakalnis
D. Pointer

**Queen's School of Business
QAAP and Graduate Diploma in Accounting
Program Financial Statements**

		QAAP Program (May - July 2008)	Accounting Diploma	Incremental
Revenue:				
Government grant		138,576	210,465	71,889
Tuition fees		276,102	368,000	91,898
Less Central share or revenue	Note 1	<u>(138,576)</u>	<u>(173,540)</u>	<u>(34,964)</u>
Total Revenue		<u>276,102</u>	<u>404,925</u>	<u>128,823</u>
Program Expenses:				
Faculty teaching Costs	Note 2	53,326	108,750	55,424
Teaching assistants & marking		9,117	10,957	1,840
Program Director		35,000	35,000	
Staff costs	Note 3	7,587	19,311	11,724
Other non salary costs	Note 4	<u>7,090</u>	<u>19,482</u>	<u>12,392</u>
Total Expenses		<u>112,120</u>	<u>193,500</u>	<u>81,380</u>
Contribution to QSB	Note 5	<u><u>163,982</u></u>	<u><u>211,425</u></u>	<u><u>47,443</u></u>

Summary of distribution of funds:				
Central University		138,576	173,540	34,964
QSB		<u>163,982</u>	<u>211,425</u>	<u>47,443</u>
Total financial impact		<u><u>302,558</u></u>	<u><u>384,965</u></u>	<u><u>82,407</u></u>

Notes:

Note 1 The estimated QAAP Government grant revenue is based on the current discount applied to BIU funding.

Note 2 The increase in teaching costs relates to assigning tenure / tenure stream faculty to teach in the diploma program. Currently the teaching in the QAAP program is mostly done by part time adjuncts.

Note 3 Staffing cost in the Diploma Program relate to an estimated 25% of a Program Managers salary and benefits plus \$5,000 in other administrative support salaries.

Note 4 The increase in non salary expenses mainly relate to marketing the new program and producing new course materials.

Note 5 The QSB contribution is used to fund teaching and research throughout QSB

Senate Committee on Academic Development

Senate Budget Review Committee

Program Approval Submission

This form is to be used when seeking approval for all new or substantially revised programs of study leading to a degree, diploma, or certificate.

PART A

1. OBJECTIVES:

Please summarize the rationale for introducing this program. The program should be consistent with the Queen's mission, the academic plans of the unit including its teaching and research strengths, the relation of the unit with other academic units and the standards, educational goals and learning objectives of the degree. Explain how this program will achieve the expected academic quality. Please identify the Faculty, School or Department which will be

[The remainder of the page is a series of horizontal lines, likely representing a form or a table, which is mostly obscured by heavy black redaction bars.]

Type 4 graduate diploma: The sub-specialization within an existing program. These programs are stand-alone, direct-entry diplomas designed to suit the needs of a particular clientele or market ... developed by a unit already offering a master's (and sometimes a doctoral) program. (OCGS By-Laws and Procedures Governing Appraisals, Ontario Council on Graduate Studies, Revised January 2008)

Demand for the content proposed for the Graduate Diploma is very high immediately following

3. CURRICULUM:

Provide a detailed overview of the proposed program along with the proposed C.L. 1

[REDACTED]

6. **EQUITY:**

This program's planning, development and implementation should be consistent with the equity goals of the University and must avoid direct, indirect and systemic discrimination.

A bachelors degree in business will be a major criterion for admission to the Graduate Diploma – Accounting Program and as such will be in keeping with current equity guidelines.

7. **HUMAN RESOURCES:**

Please demonstrate that the number, quality and academic expertise of the faculty in the area of the proposed program are sufficient to meet the demands of the program. Where appropriate, the availability of support staff, teaching and laboratory assistants should be indicated. (Additional details should be provided on the Resource Implications Checklist in **PART B** of this form).

Queen's School of Business' strategy over the past seven to eight years has included the

Laboratory facilities - major equipment available for use, commitments/plans (if any)

- All graduate students in the program have access to the following major equipment and common facilities: [Redacted]

- The Graduate Diploma - Accounting can be launched using existing Goodes Hall classroom

program will be accommodated in the existing space utilized by the Master of Management Program Office as they will be managing the operations of the Diploma program

9. **FINANCIAL RESOURCES:**

There should be evidence of sufficient resources to introduce and maintain the program for a reasonable period of time. This should include consideration of any additional funds from internal sources and from government or other external sources as well as possible financial impact of the programs on other programs, within and outside the unit. (Additional details should be provided on the Resource Identification of the M.A. in P.A.R.T. 501.6)

Diploma in Accounting – University of Western Ontario

Eligible students: Students must be a graduate of a Bachelor of Managerial and Organizational Studies

Diploma in Accounting – University of Waterloo

4 courses -

Eligible students: Successful completion of any of the following University of Waterloo four-year Honours undergraduate degrees:

BA Chartered Accountancy Studies,

BMath Chartered Accountancy Studies

BSc Chartered Accountancy Studies, or

Bachelor of Accounting and Financial Management

Diploma in Accounting – Wilfred Laurier University 12 courses full or part time

11. LEARNING AND PROGRAM OUTCOMES:

While the program for university education is to produce educated individuals, it is also to produce individuals who are prepared to contribute to the well-being of society.

1. SUMMARY OF RESOURCES REQUIRED

If you are unsure of the resource implications for any of the following, please consult with someone in the affected department or unit.

Please summarize the *additional* resources needed to implement the program:

a) FACULTY: At steady state we will not require any additional permanent faculty members.

b) STAFF: 0.25 FTE's at steady state (Administrative Assistant)

We believe that the resources currently available through state

The table structure is largely obscured by redaction. Visible elements include a header row at the top, followed by several rows of data. The columns are not clearly defined, but there are approximately 3-4 columns. The text within the cells is mostly illegible due to the redaction.

b) How many new students will the program attract to Queen's University?

(i.e. students in the program that are not transfers from existing programs currently being

6. SIGN-OFF

Following Faculty Board meeting on 11/20/2014, the following was approved:

The remainder of the page contains a table that is almost entirely obscured by heavy black redaction bars. Only a few faint lines of text are visible through the bars.