



**ACCT 3333-P01 Federal Taxation I
Fall Term 2017**

**College of Business
Department of Accounting, Finance & M.I.S.**

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Section # and CRN: P01 – 10446
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Office Hours:
Mode of Instruction: Face to Face

Course Location: 122 Ag.-Bus. Bldg.

Class Days & Times: T/R 8:00 - 9:20

Catalog Description: An introduction to the theory and fundamentals of federal income tax as applied to individuals, with an emphasis on individuals involved in business activities or organizations. Includes an introduction to tax research and professional communication of results.

Prerequisites: (a) ACCT 2113 & 2123, minimum grade C, (b) Junior or Senior classification

Co-requisites: None

Required Texts: *Taxation of Individuals & Business Entities*, by Brian C. Spiller, et al, most recent edition. (by McGraw-Hill) **SEE HANDOUT FOR FORMAT, DELIVERY, ISBN CHOICES.**

“Connect” is required for graded homework and other course activities.

Recommended Texts: None **NOTE: Access to “Checkpoint” online tax research database through the PV Library is required (free by registration).**

Student Learning Outcomes:

		Program Learning Outcome # Alignment	Core Curriculum Outcome Alignment
	Upon successful completion of this course, students will be able to:		
1	Identify the major types of taxes and their major characteristics.	PLO 1	CT, EQS
2	Identify the two foundation assumptions on which all federal income tax provisions are based and describe how those assumptions affect the interpretation and application of tax laws and regulations.	PLO 1	CT, EQS
3	Define “income” for purposes of the federal income tax code and discuss how that is similar to, and/or different from “income” for financial accounting purposes and general public opinion.	PLO 1	CT, EQS
4	Understand the concepts that support the deduction of expenses for federal income tax purposes and determine if any particular expenditure is	PLO 1	CT, EQS

	deductible.		
5	Understand the distinction between “ordinary income” and “capital gain” for federal income tax purposes and how that affects the reporting of various receipts and expenditures.	PLO 1	CT, EQS
6	Research tax issues using an electronic research database and write a professional-level memorandum concerning relatively uncomplicated tax issues.	PLO 1, 4	CT, EQS, COMM, TW

Major Course Requirements: three exams, class preparation assignments on *Connect*, research project.

Method of Determining Final Course Grade

Course Grade Requirement	Value
1) Research Project	25%
2) Class Preparation Assignments	20%
3) Exams	55%
Total:	100%

Grading Criteria and Conversion:

- A = 90.00% - 100%
- B = 80.00% - 89.99%
- C = 70.00% - 79.99%
- D = 60.00% - 69.99%
- F = <60.00%

NOTE: To covert percent scores to points:
1 percent = 1 point (e.g. 75% = 75 points)

Detailed Description of Major Assignments:

Assignment Title or Grade Requirement Description

Research Project

Research an individually assigned tax problem using the Checkpoint tax database and submit progress reports and a cumulative professional level memorandum discussing that problem. Details and directions is separate handout(s).

Class Preparation Assignments

Complete assigned problems (on Connect) before due date(s) and be prepared to discuss the problems and related issues in class.

Exams

Standard exams (multiple choice and short essay questions) covering assigned text chapters materials and other materials and matters presented or covered in class.

Course Procedures or Additional Instructor Policies

EXAMS

Each exam will include “objective” questions, which may be “True/False,” “Matching,” and/or “Multiple Choice.” Exams may also include “story” short essay questions without suggested answers. The first part of each exam will be “closed book” without notes, etc., and the remaining time will be “open book - open notes.” Practice questions, prior exams, any handouts marked as not for exam use, and the like are NOT INCLUDED in “open book - open notes.” Students may NOT share calculators, books, notes or anything electronic during exams. All students must submit exam answers no later than the end of the class period regardless of when they start the exam.

NOTE: During exams, students will not be allowed to use computers, cell phones, or any other electronic device capable of communicating with other persons or accessing saved or online information/data. That means: (1) students who wish to access course text materials during an exam must have printed text pages for that purpose and, (2) communication-capable devices cannot be used as calculators, regardless of circumstances.

THERE WILL BE NO “MAKE-UP ” FOR ANY MISSED EXAM. PRIOR ARRANGEMENTS MAY BE MADE FOR AN ALTERNATIVE EXAM TIME/DATE – “PRIOR” MEANS AT LEAST TWO CLASS DAYS (I.E. ONE WEEK).

Scores on regular exams will be counted toward the course grade. The regular exams will be on the course material covered since the preceding exam and given on the dates shown in the Schedule of Classes. An **OPTIONAL** Comprehensive Exam will be given during the regular university final exam period. “Comprehensive” means that the exam will cover all of the material assigned for the term. The Comprehensive Exam is **ENTIRELY OPTIONAL**. If a student takes the Comprehensive Exam, the grade thereon will be substituted for the student’s lowest score on a regular exam, even if it is lower than the regular exam score.

The purpose of the Comprehensive Exam is to: (1) Render the no-make-up rule less unreasonable because a few, rare unavoidable and unpredictable things do happen, (2) allow an opportunity to overcome a “bad day” that just happens, and (3) encourage students to vigorously prepare for regular exams and thereby avoid having to take the Comprehensive Exam.

CLASS PREPARATION ASSIGNMENTS

See separate Handout and Connect for details.

RESEARCH PROJECT

See separate Handout for assignment details. Four items must be submitted during the term. The grade for the entire project will be divided 20% each to submissions 1, 2, and 3, and 40% to submission 4. Late submissions will receive zero credit.

EXTRA CREDIT (Conditional on sufficient support from SBDC) :

There is only one means through which students may gain “extra credit” points in this course. Extra credit “points” will be added to the final grade calculated as indicated above. This is an “all-or-nothing” proposition; anything less than full completion of all requirements will result in zero (0) extra credit points. Details are provided in a separate handout.

CLASS ATTENDANCE – Closed Door Policy :

Both the University and the College of Business have official class attendance policies. Those can be found in the University catalog and/or University or COB websites and/or this syllabus. Obviously, those policies apply to this course.

Additional policies apply to this course. An intermittent string of students coming into the classroom late is highly disruptive. Late arrival is unprofessional, disrespectful, and arrogant – and demonstrates a total lack of interest in graduating. The material for this course, in whole and within each part, is highly progressive. Missing the beginning makes it very unlikely that the middle or end will be understood – this applies to daily sessions as well as the course as a whole. Postponing the beginning of class until the final student

deigns to grace the room with his or her presence significantly lessens the time available for learning. **THE DOOR WILL BE LOCKED DAILY.** There will be no admissions or re-admissions after the doors are locked.

When the doors are locked, **DO NOT KNOCK, RATTLE DOOR, WAVE, MAKE GESTURES (OBSCENE OR NOT) OR OTHERWISE DISTURB THE CLASS** – be on time next time. If you are in the room when some classmate does those things, **DO NOT OPEN THE DOOR.**

“Prior Arrangements,” Excuses, Permissions, Approvals and Documentation

The meaning of “with the instructor’s prior approval [or “permission”]” or the like, wherever stated, is not mysterious.

If approval is subject to receiving documentation, the document(s) must be produced or authenticated by a third-party. “Third party” does not include a roommate or fellow student (notes from parents and spouses are also of dubious value). A copy of the third-party document is acceptable only if the original is also available for inspection. An “original” may be a copy of a document when an original is never received, such as the “copy” one receives from a doctor or police officer.

Semester Calendar – See separate handout

UNIVERSITY-WIDE POLICIES

Student Support and Success

John B. Coleman Library

The library and its partners have as their mission to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service and to support the University's core values of access and quality, diversity, leadership, relevance, and social responsibility through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. <https://www.pvamu.edu/library/> Phone: 936-261-1500

The Learning Curve (Center for Academic Support)

The Learning Curve offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Learning Curve is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library Rm. 207F. Phone: 936-261-1561

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS)

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library Rm. 306. Phone: 936-261-1040

Writing Center

The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Students taking on-line courses or courses at the Northwest Houston Center or College of Nursing may consult remotely or by email. Location: Hilliard Hall Rm. 121. Phone: 936-261-3724.

Student Counseling Services

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and provides assistance to students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Owens-Franklin Health Center Rm. 226. Phone: 936-261-3564

Testing

The Department of Testing administers College Board CLEP examinations, the HESI A2 for pre-nursing majors, LSAT for law school applicants and MPRE for second-year law students, the Experiential Learning Portfolio option, the Texas Success Initiative (TSI) Assessment, which determines college readiness in the state, and exam proctoring, among other service such as SAT and ACT for high school students. Location: Delco Rm. 141. Phone: 936-261-4286

Office of Diagnostic Testing and Disability Services

As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include: learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, Kurtzweil, and a comprehensive referral network across campus and the broader community. Location: Evans Hall Rm. 317. Phone: 936-261-3585

Veteran Affairs

Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall Rm. 323. Phone: 936-261-3563

Office for Student Engagement

The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center Rm. 221. Phone: 936-261-1340

Career Services

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Evans Hall Rm. 217. Phone: 936-261-3570

University Rules and Procedures

Disability Statement (Also See Student Handbook):

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Evans Hall, Room 317, or call 936-261-3585/3.

Academic Misconduct (See Student Handbook):

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

Forms of Academic Dishonesty:

1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3. Fabrication: use of invented information or falsified research.
4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.

Nonacademic Misconduct (See Student Handbook)

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

Sexual Misconduct (See Student Handbook):

Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

Title IX Statement

Prairie View A&M University (PVAMU) is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of sex- or gender-based discrimination, including sexual harassment, sexual assault or attempted sexual assault, we encourage you to report it. While you may talk to a faculty member about an incident of misconduct, the faculty member must report the basic facts of your experience to Ms. Alexia Taylor, PVAMU's Title IX Coordinator. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Title IX Coordinator is designated to handle inquiries regarding non-discrimination policies and can assist you with understanding your options and connect you with on- and off-campus resources. The Title IX Coordinator can be reached by phone at 936-261-2123 or in Suite 013 in the A.I. Thomas Administration Building.

Class Attendance Policy (See Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet.

Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

TECHNICAL CONSIDERATIONS

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader
- Basic knowledge of Windows or Mac O.S.

Netiquette (online etiquette):

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.

Technical Support:

Students should go to <https://mypassword.pvamu.edu/> if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

Communication Expectations and Standards:

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement:

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

It is strongly suggested that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it/they should be copied and pasted to the discussion board.