



UNIVERSITY OF FLORIDA

COLLEGE OF BUSINESS ADMINISTRATION
ALAN G. MERTEN, DEAN

GAINESVILLE, FLORIDA 32611
(904) 392-2397

GENERAL FACULTY MEETING

January 12, 1987

AGENDA

1. Minutes from 12/2/86 faculty meeting (attachment #1)
2. Committee Reports
 - Undergraduate - Dr. McCollough
 - MBA - Dr. Weitz
 - PhD - Dr. Kramer (attachment #2)
3. Motion to amend the College By-Laws concerning the Research Committee -- (attachment #3)
4. Report on the Center for International Economics and Business Studies -- (Roy Crum)
5. Report on Facilities Task Force -- (John Simmons)
6. Dean's Report
 - status of development activities
 - status of administrative structure discussions



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GENERAL FACULTY MEETING

1/12/87

MINUTES

ANNOUNCEMENTS: Dean Merten welcomed Professor Emeritus Elmo Jackson to the meeting. An invitation has been extended to all retired faculty to attend College Faculty Meetings.

1. **MINUTES:** Minutes of previous meeting approved as distributed.

2. **COMMITTEE REPORTS:**

UNDERGRADUATE: Rather than give a report at this time, Dean Merten has asked the Committee to return in March with specific recommendations on how to improve the undergraduate program. Some of the areas to be addressed are 1) admission requirements and time of admission, 2) course requirements and specification of when courses must be taken, 3) number of students to be admitted, 4) prerequisite sequence, and 5) majors, etc. Faculty who have ideas regarding the undergraduate program should express them to the Undergraduate Committee.

MBA: Dr. Weitz reported that the MBA Committee will be meeting on a regular basis to develop plans to improve the overall MBA Program. Students, faculty and recruiters will be interviewed for their input and perspectives.

Dr. Abdel-Khalik questioned if we should be considering a more specialized MBA Program rather than mirroring MBA Programs at comparable institutions. Dr. Weitz responded that the Committee would look at that question in their deliberations.

PhD: Dr. Kramer referred to the minutes of a previous meeting that were distributed to the faculty and explained that the Committee has held meetings on a regular basis. Future meetings will be held to discuss revisions to the PhD Program, including core curriculum. Dr. Kramer solicited comments from the faculty and invited them to attend upcoming meetings. Several points raised by Dean Merten for consideration were 1) What common areas are there across departments? and 2) How can we better place our PhD students?

3. MOTION TO AMEND BY-LAWS: The motion to amend the Research Committee section of the By-Laws was reviewed as submitted by Dr. Milliman. The motion to accept the proposed revision was made, seconded and passed.

4. CENTER FOR INTERNATIONAL ECONOMICS: Dr. Crum reported that while the Center was established some years ago, activities have been minimal because of financial constraints. Recently, the Center was given two years of seed money to provide the basis for seeking funding from other sources.

Long range planning includes greater visibility through travel and presentation of papers at international conferences and sponsoring of a seminar series on campus. INBUPRO is now a part of the Center and Dr. Crum is looking for funding to support the INBUPRO database, which is a collection of English language abstracts of Spanish and Portuguese articles in professional journals. Another major research project underway involves counter trade and barter. Dr. Crum is working with Professor Morrison in CLAS to determine the prevalence of any existence of counter trade. If any faculty have interest in this project they are encouraged to join Dr. Crum in the early planning stages of the project.

Dr. Crum explained the joint MBA Program in the Netherlands and the possibility of a summer internship program in Costa Rica. The Center is involved in undergraduate programs in Copenhagen, Nijenrode and is investigating establishing programs both at undergraduate and graduate levels at other insitutions throughout the world.

In conclusion Dr. Crum gave the following as goals for the Center: 1) increase visibility in the international area, and 2) secure outside funding for outside programs and research activities to replace seed money. Long range plans include securing funding for summer research, international travel to conferences and seminars.

6. DEAN'S REPORT:

A) Dean Merten announced that we have received a \$200,000 gift from Bill and Jane Emerson to support the renovation of Bryan and landscaping projects.

B) Alfred Ring's gift and the related article in the newspaper were discussed. Dean Merten explained that he was approached by Dr. Ring regarding transferring his gift to the College. After discussing the proposal with faculty, Dr. Ring, Dean Sidman and Provost Bryan, Dean Merten has proposed to establish a lecture series in business ethics with the proceeds of the gift. Twice a year, an academic or business leader will be invited to give a lecture in the area of business ethics. Dr. Andy McCollough will identify a list of names for the lecture series. Please provide him with suggestions.

Dr. Abdel-Khalik raised the issue of having checks in the fund raising system to prevent a recurrence of the problems which developed with the Ring gift and the possibility of satisfying Dr. Ring's original requests. Dean Merten explained that the Foundation now has a system of checks to reduce the possibility of problems of this nature occurring in the future. He also explained the need to coordinate fund raising and academic objectives. Randy Talbot has presented a revised gift agreement to Dr. Ring which outlines the specifics regarding the lectureship in ethics.

C) Dean Merten has met with the chairmen regarding the organizational structure of the College and expects the final structure to be announced in February. The search process will begin for chairmen and administrative positions as soon as possible. If anyone has any questions or suggestions they should express those to Dean Merten.

5. FACILITIES REPORT: As chairman of the Facilities Task Force, Professor John Simmons gave a report on the areas of renovation and work to be done in and around the College.

A) Matherly Hall: All windows will be replaced to reduce noise and improve heating and air conditioning effectiveness.

B) Classrooms: A two-year project is underway to improve the classrooms of the College by adding carpeting, risers and audio-visual capability.

C) Landscaping: Area between the three buildings will be revamped with brick paving, seating, lighting and shrubs with an anticipated June completion date.

D) Bryan Hall: The Reading Room renovation as a computer lab and construction of the Dean's suite will begin within the next two months.

The meeting adjourned at 4:00 p.m.



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GRADUATE FACULTY MEETING

1/12/87

MINUTES

1. The only item on the agenda involved a change in title for REE 6756 from "Seminar in Land Use Analysis" to "Seminar in Real Estate Market Analysis." This is an administrative requirement to more accurately describe the content of the course. The motion was made seconded and passed.

The meeting adjourned at 4:10 p.m.



UNIVERSITY OF FLORIDA

COLLEGE OF BUSINESS ADMINISTRATION
ALAN G. MERTEN, DEAN

GAINESVILLE, FLORIDA 32611
(904) 892-2397

GENERAL FACULTY MEETING

March 11, 1987

102 BUS

3:00 p.m.

AGENDA

1. Minutes from the 1/12/87 faculty meeting (previously distributed)
2. Correction of the minutes of the December 2, 1986 faculty meeting (attachment #1)
3. Report of Tort Reform Commission - David Nye
4. Committee Reports -
 - Promotion & Tenure - R. Abdel-Khalik (attachment #2)
 - Undergraduate - W.A. McCollough (attachment #3)
5. Dean's Report

*written
Univ*

*Reminder - parking
Announce -*

GRADUATE FACULTY MEETING

March 11, 1987

AGENDA

1. Minutes of the Graduate Committee meetings of January 9, 1987 and February 6, 1987 (attachment #4)
2. Revision in the accounting major portion of the PhD Program (attachment #5)
3. Non-thesis option in the M.A. program (attachment #6)

PROMOTION AND TENURE POLICY

A Draft of Proposed Revision

March 3, 1987

(Revised)

I. A Broad View of the Process

This policy applies to faculty members considered for promotion and/or tenure, including new appointments, to ranks at the associate professor or professor level. The policy applies to all academic units (departments and the Fisher School of Accounting) in the College of Business Administration.

Each academic unit must appoint an evaluation committee for each candidate. The task of the evaluation committee is to evaluate the candidate's performance on research. The appointment and operation of a candidate's evaluation committee should conform to the criteria and procedures outlined below.

The evaluation committee's recommendations must be considered and voted upon by the voting faculty of the academic unit. The voting faculty consists of all members in the academic unit holding a rank equal to or higher than the rank for which the candidate is being considered. This vote, the report of the evaluation committee, and all supporting documents must be presented to the College's Promotion and Tenure Committee to render a recommendation to the Dean. The transmittal from the academic unit must conform to the University of Florida policies and procedures.

Specific statements of both the Criteria and the Promotion Procedures for the College of Business Administration are provided below.

II. Criteria

Evaluations must consider the quality of performance in research, teaching and service. Every effort should be made to provide objective evaluations based on the criteria stated below.

(A) Promotion to the Rank of Associate Professor

Ordinarily, the decision on promotion to Associate Professor and the tenure decision are made simultaneously. In some cases, the faculty may wish to recommend promotion to the rank of Associate Professor before the candidate has served the minimum number of years required for a tenure decision, or to appoint faculty from other institutions at the rank of Associate Professor without tenure. In these cases, a favorable promotion or appointment decision should imply that tenure will be granted when the candidate satisfies the years-of-service requirement. Hence, in all cases, the same criteria should be applied in considering promotion or appointment to the rank of Associate Professor.

(A.1) In promotion and tenure decisions, research is weighted more heavily than teaching and service. The candidate must have published significant research in refereed journals of national standing and/or books or monographs of comparable quality. No specific number of publications or pages of publication will satisfy this criterion. Instead, the candidate's total research accomplishments should provide evidence of significant contribution to the literature in the relevant field or fields. The judgment of outside scholars writing letters of evaluation are an important consideration in assessing the candidate's research contribution.

(A.2) Effective teaching performance is necessary for promotion. The teaching function includes classroom instruction, the counseling of students in programs of study and research, and supervision of masters' theses, doctoral dissertations, and other student research.

(A.3) The candidate should have participated in internal governance activities, including university, college, school and departmental committees. External professional and public service will also be recognized in evaluating the candidate's service record.

(B) Promotion to the Rank of Professor

Ordinarily, the decision on promotion to the rank of Professor is considered for candidates who are Associate Professors with tenure at the University of Florida. In some cases, the faculty may wish to recommend appointments to the rank of Professor of candidates from other institutions. In these cases, a favorable decision should imply that tenure will be granted when the candidate satisfies the years-of-service requirement. Hence, in all cases, the same criteria should be applied in considering promotion or appointment to the rank of Professor.

(B.1) The candidate must have sustained a record of distinguished scholarly publications, represented by research achievement since promotion to the rank of Associate Professor. In addition to internal evaluation, evidence of this distinction should be provided by recognition of scholarly experts in the field who would be prepared to support the candidate's promotion using standards applied at other universities with which we normally compete for faculty.

(B.2) The candidate must have maintained a record of effective teaching. The teaching function includes classroom instruction, the counseling of students in programs of study and research, and supervision of masters' theses, doctoral dissertations, and other student research.

(B.3) The candidate should have participated in internal governance activities, including university, college, school and departmental committees. Significant external professional activity and public service will be recognized in evaluating the candidate's service record.

(B.4) In some cases, a candidate may be promoted to the rank of Professor based on a record of truly superior teaching or research, provided that acceptable levels of performance have been maintained on the other two dimensions.

III. Procedures

The College of Business Administration requires that candidates for tenure and promotion to the ranks of associate professor and professor be evaluated at both the academic unit (department/school) and the college levels.

1. In the academic unit, an evaluation committee considers the candidate's research contribution. The focus of this committee is on research performance only. The committee makes a written recommendation to the academic unit faculty as to whether the research and scholarly contributions of the candidate are sufficient for promotion and/or tenure.

Each committee is composed of three members to be selected by the chairperson. One member must be from another academic unit, while the other two members are from the appropriate voting faculty within the academic unit.

2. Concurrently with the evaluation of the candidate's research by the evaluation committee, letters evaluating the candidate's research contribution will be solicited, consistent with the following guidelines:

- a. At least six letters will be solicited by the Promotion and Tenure Committee from leading research scholars in the candidate's field who hold at least the rank to which the candidate is to be advanced. At least three of these letters must be received. The candidate will provide a list of no fewer than four prospective reviewers, from which no fewer than two may be selected. Other reviewers are to be selected by the chairman in consultation with the senior faculty of the academic unit. The academic unit chairperson will send the names of the reviewers to the Promotion and Tenure Committee. The letters will be mailed no later than September 10th, with a request that they be returned by October 15th.
- b. The letters will follow a standard form to be provided by the Promotion and Tenure Committee and modified as necessary for variations across units. They shall include a statement of the College's Promotion and Tenure Criteria and request that the reviewer provide an assessment of the candidate's research performance. The reviewer may also be asked to comment on the candidate's teaching and service record, and to indicate the

basis on which judgment is made, and the reviewer's opinion as to whether the candidate would be promoted or granted tenure at comparable institutions.

3. The evaluation committee's report, the letters from external reviewers, and the candidate's publications, teaching evaluations, and service record must be made available for review by each appropriate voting member of the unit. The academic unit chairperson must then call a meeting of the appropriate voting faculty no sooner than three days after making the file available to discuss the record and to vote on the candidate. The faculty vote must be administered and recorded as required by all relevant rules of the Board of Regents and the University of Florida.

4. The academic unit chairperson must forward a file of all relevant materials for each candidate to the Dean by November 15th. The Dean then submits all files to the Promotion and Tenure Committee which conducts an evaluation of the candidate's record and makes a separate recommendation to the Dean.

5. Composition of the Candidate's File

The candidate's file should follow standard format and present information in an objective fashion so that the substance of the file is neither diminished nor enhanced by the format. It must include the following materials:

- a. The University Promotion and Tenure Forms.
- b. The candidate's current resume.
- c. The report of the Candidate's Evaluation Committee.
- d. Annual evaluations by the chairperson.
- e. Teaching evaluations, summarizing the candidate's overall teaching performance. Indications of the candidate's performance on MA and PhD committees, as well as other student supervision and advising, should be included.
- f. Letters from external reviewers.
- g. One set of all published research. The candidate may also include unpublished working papers.

(Draft of Proposed Revision as agreed upon by the committee on 2/20/87.

The Promotion and Tenure Committee drafting this revision consists of:

Rashad Abdel-khalik (Chair)
Roger Blair
Richard Lutz
Halbert Smith
Henry Tosi
Edward Zabel



RECEIVED

FEB 27 1987

UNIVERSITY OF FLORIDA

OFFICE OF THE DEAN

College of Business Administration

201 BUS * Gainesville, Florida 32611

February 27, 1987

MEMORANDUM

TO: Alan Merten
Dean, College of Business Administration

FROM: W. Andrew McCollough
Chairman, Undergraduate Committee

SUBJECT: Items for Faculty Meeting

The Undergraduate Committee recommends the following proposals:

1. The College of Business Administration offer minors outside the college to BA students. (Attachment I)
2. MAC 3234 be removed as a prerequisite for the following Economics courses (Attachment II):
 - A. ECO 3100
 - B. ECO 3202
 - C. ECO 4101

Minors by College of Business Administration students outside the College.

The Undergraduate Committee recommends that College of Business Administration students be allowed to receive minors from other colleges.

1. The hours that would be used to meet minor requirements are now designated as free elective hours.

<u>Major</u>	<u>Free Elective Hours</u>
Economics	21
Finance	20
Management	18
Marketing	17
Real Estate	13

2. The College offering the minor is responsible for graduation certification and the minor will be officially noted on the student's transcript.
3. Approval by the College does not impact on the student's existing curriculum choices. It permits the student to seek out-of-college certification and subsequent transcript inscription. There are no implications for the student's in-college curriculum or on College of Business resources.

Removal of MAC 3234 as a prerequisite for certain Economics courses.

The Undergraduate Committee recommends that MAC 3234 be removed as a prerequisite for ECO 3100, ECO 3202, and ECO 4101.

1. The Economics Department has requested this change on the basis that the course content (see attached) is not necessary for success in the economics courses noted.
- 2. This prerequisite change does not affect the College's preprofessional requirement which includes both MAC 3233 and MAC 3234.

COURSE DESCRIPTION

UNIVERSITY OF FLORIDA - DEPARTMENT OF MATHEMATICS

Course number: MAC 3234 Credit hours: 3 Date: April 1986Course Title: Survey of Calculus 2Adopted Textbook: 1. Larson and Hostetler, "Brief Calculus with Applications"; 2. Larson and Hostetler, "Supplement to Pre-Calculus"Faculty Course Contacts: E. Majthay, B. Edwards, S. TomlinsonPrerequisites: MAC 3233 or equivalentInstructional Format: lectureStudents whom this course is designed to serve: BusinessContent and character of course (Please be as complete as possible consistent with the limitation of space on this page)

This course covers topics from chapters 6, 7, 8 and 9 in Brief Calculus with Applicatins Larson and Hostetler and chapters 10 and 11 in Supplement to Pre-Calculus Larson and Hostetler.

The following outline is suggested, along with the time you will need to cover the required sections.

- | | |
|----------------------------|---|
| <u>Chapter 6</u> (2 weeks) | 6.1 Review integration and differentiation of logarithmic and exponential functions, and integration by substitution. |
| | 6.2 Integration by parts. |
| | 6.3 Partial Fractions. |
| | 6.5 Numerical integration (omit error approximation). |
| <u>Chapter 7</u> (2 weeks) | 7.1 Solution of differential equations. |
| | 7.2 Separation of variables. |
| | 7.3 Applications of differential equations. |
| <u>Chapter 8</u> (4 weeks) | 8.1 Three dimensional co-ordinate system. |
| | 8.2 Functions of several variables. |
| | 8.3 Partial Derivatives. |
| | 8.4 Extremes of functions of two variables. |
| | 8.5 Lagrange multipliers. |
| | 8.6 Method of least squares. |
| | *8.7 Double integrals: Area in a plane. |
| | *8.8 Double integrals: Applications. |

- Chapter 9 (1 week) 9.1 Sequences.
9.2 Series and Convergence.
*9.3 Power series and Taylor's theorem.
- Chapter 10 (2 weeks) 10.1 Systems of equations.
10.2 Systems of linear equations in two variables.
10.3 Systems of linear equations in more than two variables.
10.4 Systems of inequalities and linear programming.
- Chapter 11 (2 weeks) 11.1 Matrix solutions of systems of linear equations.
11.2 Algebra of matrices.
11.3 Inverse of a matrix.
11.4 Determinants.
11.5 Properties of Determinants.
11.6 Cramers rule.

*Optional sections.

J. KRAMER
Accounting

Minutes for the Graduate Committee Meeting

January 9, 1987

Attendance: Professors J. Kramer (Chairman), S. Erenguc, A. Heggstad, R. Huang, L. Kenny, R. Lutz and H. Smith (non-voting).

1. The meeting was called to order at 1:40 p.m.
2. Minutes for the December 15, 1986 Graduate Committee meeting were approved.
3. Professor H. Smith briefed the committee on the proposed graduate program in Real Estate Valuation and discussed the justification of such a program. In principle, the committee supported the program. However, there were some problems concerning graduate credit hours, and specification of prerequisites. The committee also showed some concern about the lack of room for elective courses in the proposed program. Professor J. Kramer suggested that the proposal be revised to respond to these issues before the graduate committee considered and voted on it. The committee agreed with Professor J. Kramer's suggestion and a meeting for January 30, 1987 at 1:30 p.m. was scheduled to consider and discuss the revised proposal.
4. Professor J. Kramer invited Professor H. Smith to stay in the meeting and indicated that he had extended invitations to Professor W. Fox and H. Smith to attend the graduate committee meeting as non-voting members. This was in accordance with the graduate committee decision made previously (see the minutes of the December 15, 1986 meeting, item 3).
5. The committee decided to recommend to Dean Merten that the graduate committee be extended to eight (from its current six) members. The two new members will be the representatives of the Real Estate Administration group and the Organizational Behavior, Business Policy and Legal Studies group.
6. Mrs. Naoma Young informed the committee about the information package that are being sent to prospective Ph.D. applicants and told the committee that these packages were available either from her or from the Registrar's office.
7. Mrs. Young also informed the committee about the admissions file which shows the status of applications to the Ph.D. and Masters programs in the College of Business and the School of Accounting. The committee suggested that a new field be added to the file. This field will indicate the semester which the applicant wants to be considered for.

8. Professor L. Kenny and R. Lutz volunteered to try to identify the leading universities in the foreign countries from where the College of Business and the School of Accounting get the majority of their graduate program applications. This information will be used to revise the decision rules previously adopted by the committee to process the Ph.D. applications.
9. The following decision rule was adopted for applicants with no prior U.S. degrees: Applicants who have no prior U.S. degrees must be referred to the Graduate Committee for final action. Applicants falling into this category will have their applications reviewed by the appropriate department or school. Only those referrals that the department accepts for admission will be brought to the Graduate committee for review. All denials will be processed by Charles Fountain for Dean Heggstad's signature.
10. The committee also decided that M.A. applications that can be accepted immediately by the Departments/School are those with: (a) GRE score of at least 1250 or GMAT score of at least 600, (b) a 3.0 undergraduate grade point average.
11. The committee decided to recommend to Dean Merten that in the allocation of excess funds to graduate students, Ph.D. students be given preference over the M.B.A. students.
12. The committee decided to meet on or about February 10, 1987 to consider the issues relating to Graduate Council Fellowships, Minority Scholarships, Graduate School Teaching Awards, Ph.D. core revision and other urgent issues that may come up.
13. The meeting was adjourned at 3:45 p.m.

Graduate (Ph.D) CommitteeMinutes for meeting of February 6, 1987

Meeting called to order 10 A.M. in BUS 200A with all members present. The minutes (recorded by Larry Kenny) from last meeting were approved (and awarded a citation for excellence).

The committee voted to accept Ivy Locke, a McKnight Fellowship candidate in Finance.

The Graduate Assistant stipend levels were discussed. Possibilities include raising the entering student stipend levels, granting equity increases to continuing students, and supplementing Graduate Council stipends to make them more attractive.

Funding will be made available to Graduate Council Fellowship winners and candidates, as well as other top candidates, to visit campus. Arnie Heggstad will consider these requests on an individual basis.

Naoma Young reported on admission procedures regarding GPA computation and minimum TOEFL scores.

Bill Fox reported on the ranking of foreign universities used by the Registrar's Office. Bill Kolb is the contact person there. The Graduate School is interested in compiling this information University-wide.

Discussion of the Ph.D. program core ensued, using the Ph.D. Program Review document (7/25/85) as a reference point. Consensus began to form around the idea of not having a common core for the program as a whole. Instead, each Department is to meet to establish its own core for subsequent discussion by the Committee. Included in those deliberations should be a consideration of prerequisite assumptions. A fundamental issue that may be emerging is whether the College wishes to move away from the monolithic Ph.D. in Business Administration to separate Ph.D. programs for each Department. Whether this is feasible at the campus level is uncertain. The Committee plans to meet Friday, March 13 to consider the Departmental proposals.

Further information needs regarding current students were outlined. Reference to Jack Kramer's memo of February 2 will specify the format.

The meeting adjourned at 11:30 A.M.



Fisher School of Accounting

University of Florida

Gainesville, Florida 32611

904/392-0155

January 27, 1987

TO: Graduate Committee

FROM: Jack Kramer

SUBJECT: Accounting Major Change

The Fisher School of Accounting (FSDA) conducted a two-year review of its doctoral curriculum. The changes included in this package have been approved by the FSDA faculty. At the present time the only changes that we are bringing to the Graduate Committee are the changes for the Accounting major. Other changes involving the core curriculum will be brought to the committee at a later date. These changes are being studied by the Ph.D. Committee and have no effect upon the proposal being sent at this time.

Table 1 summarizes the accounting major changes. The old program and new program requirements are compared. The changes to our curriculum and the courses that need to be added, deleted, or modified are summarized in Table 1. This proposal includes requests to:

1. Add Accounting Research I and II to the catalog.
2. Delete Financial Accounting Research and Managerial Accounting Research from the catalog.
3. Modify the catalog description for the Theoretical Constructs in Accounting course.
4. Add a Research Analysis course to the curriculum.

A brief description of the accounting doctoral program after the modifications is summarized in Table 2. A suggested timetable for completing the accounting portion of the doctoral program is contained in Table 3. One intention of these changes is to permit the student to concentrate more in the accounting area and to conduct a research paper and research project which could, hopefully, lead to obtaining a dissertation topic earlier in the program than is currently possible. A second intention is to provide students with their first doctoral examination after approximately 16 months in the program. By providing the student with earlier feedback than is currently

-2-

possible, we hope to reduce the time that is spent on students who will not complete the program.

J.L.K.

Enclosure:

TABLE 1

SUMMARY OF ACCOUNTING MAJOR COURSES

<u>Old Program Requirement</u>	<u>New Program Requirement</u>	<u>Change Needed</u>
ACG 6135 Accounting Theory and Financial Reporting	ACG 6135 as background course for program	No change
ACG 7299 Financial Accounting Research	Accounting Research I	Two courses are being deleted. Two courses are being requested.
ACG 7399 Managerial Accounting Research	Accounting Research II	
ACG 7699 Auditing Research	ACG 7699	No change
ACG 7939 Theoretical Constructs in Accounting	ACG 7939 if suitable course is not offered in another department	Change being made to course content to reflect addition of Accounting Research I and II
	Tax Research Seminar	To be offered as ACG 6905 (Independent Study in Accounting)
ACG 6905 Independent Study in Specialty	ACG 6905	No change
	Research Paper	To be offered as ACG 7979 (Advanced Research)
	Research Project	To be offered as ACG 7979
	Research Analysis	New course being requested

TABLE 2

COURSE CONTENT OF PROPOSED Ph.D. PROGRAM

COURSEWORK PHASE:

<u>Background</u>	<u>Basic Skills</u>	<u>Accounting Concentration</u>	<u>Minor or Supporting Field</u>
<p>Mathematics Review (Calculus, Matrix Algebra, and the topics contained in Quantitative Methods of Business (GEB 5805)).</p> <p>Computer Programming Review</p> <p>Accounting Theory (including an undergraduate accounting sequence).</p>	<p>Quantitative sequence-- 2 courses (e.g., applied statistics or mathematical statistics) from an approved list.</p> <p>Economics sequence-- macroeconomics or public finance and microeconomics at the graduate level.</p> <p>Research skills sequence-- 2 or more courses to round out the research area</p> <hr/> <p>18 hours</p>	<p>Accounting Research I--4 hours-- to be completed in Spring of first year.</p> <p>Accounting Research II--4 hours-- to be completed in Fall of second year.</p> <p>Topics to be covered include: Philosophy of Science, Information Economics, Managerial Accounting Research, and Financial Accounting Research</p> <p>One of the three courses that follow--to be completed in Spring of second year: Auditing Research (3 hours) Tax Research (3 hours) Financial Economics or an approved substitute course (3 hours)</p> <p>Readings course (3 hours) for appropriate accounting concentration--to be completed after Accounting Research II.</p> <p>Research paper (3 hours)-- a directed review of literature in a topical area covered in Accounting Research I or the student's area of specialization in the doctoral program-- to be completed in Summer of first year.</p> <p>Research project (3 hours)--a mini-research project--to be completed in Summer of second year.</p> <p>Research analysis course (3 hours)--presentation of research project results and dissertation research analysis.</p> <p>Supervised Teaching (3 hours min.)</p> <p><u>Accounting Workshop (2 hours min.)</u></p> <p>28 hours</p>	<p>Four courses within an area outside the School of Accounting.</p> <hr/> <p>15 hours</p>
EXAMINATIONS:	None	<p>A two-part examination is to be given. Part I is a preliminary examination over the coursework completed through the Fall semester of the second year.</p> <p>The examination is to be given in the first week of the Spring semester of the second year. Part II is a individualized qualifying examination over the student's area of concentration. An oral examination is required for candidacy status.</p>	<p>An examination is given according to the rules and procedures of the minor field department.</p>

DISSERTATION: A dissertation must be completed. The student's proposal must be defended before the faculty and Ph.D. students in a workshop setting. An oral examination of the finished dissertation is required.

TABLE 3
SEQUENCING OF PROPOSED Ph.D. PROGRAM

	Year 1	Year 2	Year 3	Year 3
	Fall	Spring	Fall	Spring
Quantitative	Quantitative	Accounting	Accounting	Research
	Microeconomics	Elective	Concentration	Analysis
	Research Paper	Course	Readings	
	Minor ^a		Course	
Macro-economics	Research Skills	Minor	Project	Candidacy
				status and
Research Skills	Accounting Research I	Minor		Dissertation
				Research
Other:		Supervised Teaching	Accounting Workshop	
		Preliminary Examination (First Week)		Qualifying Examination (Second week)
				Oral Examination

^a or supporting field

^b Registration needed in Fall or Spring Semester of 2nd and 3rd years or until the student reaches candidacy status.

Institution UF
Campus N/A
FICE 1535

NEW COURSE TRANSMITTAL FORM
(See Reverse for Instruction)

Form UCC 1 Rev.80
OAA# _____

Department: Fisher School of Accounting Discipline: Business
Course Title: Accounting Research I

Credit Type: Semester Total Credit Hours 4 Lecture Credit Hrs. 4
Lab Credit Hrs. 0
Other Hrs. 0
Recommended CNS Prefix ACG 7 - - - Lab indicator (C or L) _____
and Number: Alpha First Taxonomy Number
Digit

Catalog Course Description: First course of two-semester sequence which introduces doctoral students to accounting research. Topics covered over the two semesters include: Philosophy of Science, Information Economics, Managerial Accounting Research and Financial Accounting Research

State the pre and corequisites in terms of content (see reverse):
Prerequisites ACG 6135 (Accounting Theory)
Corequisites FIN 6446

Intended Students (check all that apply): _____ Undergraduate Major _____ Others (specify) _____
Level (see reverse): _____ Undergraduate Non-Majors _____
_____ Adv. Undergrad. & Graduates _____
X _____ Graduate Students Only _____
Introductory _____ Advanced _____ Other (specify) _____

List major topics here and attach a one-page outline of the proposed course; Philosophy of Science, Information Economics, Managerial Accounting Research and Financial Accounting Research

List any other course(s) in the University catalog dealing with similar subject matter;

List the department chairperson (by name and dept.) with whom you have cleared any question of possible duplication or infringement by this course. Each such chairperson must either sign the outline requested below to indicate no concern over possible duplication or infringement, or make comments. Any lack of comments or signatures must be explained.

List teaching materials, textbook(s), and instructor (include status on Graduate Faculty if applicable): Instructors: Abdel-khalik, Ajinkya, or Freeman. Potential text: Empirical Research in Accounting: A (DRF) (DRF) Methodological Viewpoint

State the quarter in which the course will be first offered: _____ Spring 1988

Signature of Department Chairperson _____ Date _____ Signature of College Dean _____ Date _____

Signature of Graduate Dean (if applicable) _____ Date _____

Approved _____ Disapproved _____ Effective Date _____

Chairman, UCC/Liaison Officer _____ Date _____ Last date for inclusion in catalog copy: _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY:
Approved Prefix and Number _____ Rec. # _____ HEGIS _____ USOE _____
Generic Course Title _____
Century Title _____
Remarks: _____
Reviewed by: _____
Discipline Task Force Representative _____ Date _____
Input into Data Base _____ by _____
Date _____

PROPOSED OUTLINE

Accounting Research Seminar I & II

(Both seminars are to be taken as a unified sequence)

1. Philosophy of Science in Accounting
 - 1.a) Theory Formulation
 - 1.b) Theory Validation
 - 1.c) Applicability to accounting problems.
2. Models of Valuation
 - 2.a) Traditional accounting models
 - 2.b) Price Asset and Arbitrage Pricing Models
 - 2.c) Use of alternative valuation models in accounting
3. Information Asymmetry and Production
 - 3.a) Basic agency concepts and implications of asymmetry
 - 3.b) Implications for design of control systems in organizations and forms of budgets
 - 3.c) Implications for design of incentive systems
 - 3.d) Implications for the choice of measurements and methods
 - 3.e) Accounting research in the above areas
4. Non-Market Information use
 - 4.a) Problems of human information processing
 - 4.b) Recent advances in behavioral and laboratory research
 - 4.c) Use of laboratory in accounting research
5. Market Use of Information
 - 5.a) Information content studies
 - 5.b) Accounting Information and market performance evaluation
 - 5.c) Information asymmetry and disclosure
 - 5.d) Regulatory processes and market assessment of structure
 - 5.e) Role of accounting research and market efficiency
6. Properties of Accounting Information
 - 6.a) Time Series properties and prediction of accounting numbers
 - 6.b) Market and other agents forecasting mechanisms
 - 6.c) The information properties and use of accounting forecasts
 - 6.d) The use of accounting numbers to predict business decisions
7. Market structure
 - 7.a) The role of regulation in generating accounting information
 - 7.b) Competitive aspects of information markets
 - 7.c) Experimental-economics methodology as an approach to study the above issues
 - 7.d) Institutional economics and the accounting profession

Institution UF
Campus N/A
FICE 1535

NEW COURSE TRANSMITTAL FORM
(See Reverse for Instruction)

Attachment #5
Form UCC 1 Rev.80
OAA# _____

Department: Fisher School of Accounting Discipline: Business

Course Title: Accounting Research II

Credit Type: Semester Total Credit Hours 4 Lecture Credit Hrs. 4

Lab Credit Hrs. 0
Other Hrs. 0

Recommended CNS Prefix and Number: ACG 7 - - -
Alpha First Digit Taxonomy Number

Lab indicator (C or L) _____

Catalog Course Description: Second course in two-semester sequence which introduces doctoral students to accounting research.

State the pre and corequisites in terms of content (see reverse):

Prerequisites ACG 7--- (Accounting Research I) and completion of Ph.D. Core

Corequisites None

Intended Students (check all that apply): _____ Undergraduate Major _____ Others (specify)
_____ Undergraduate Non-Majors
Level (see reverse): _____ Adv. Undergrad. & Graduates
_____ X _____ X Graduate Students Only

Introductory _____ Advanced _____ Other (specify) _____

List major topics here and attach a one-page outline of the proposed course; Philosophy of Science, Information Economics, Managerial Accounting Research, Financial Accounting Research

List any other course(s) in the University catalog dealing with similar subject matter;

List the department chairperson (by name and dept.) with whom you have cleared any question of possible duplication or infringement by this course. Each such chairperson must either sign the outline requested below to indicate no concern over possible duplication or infringement, or make comments. Any lack of comments or signatures must be explained.

List teaching materials, textbook(s), and instructor (include status on Graduate Faculty if applicable); Instructors: Abdel-khalik (DRF), Ajinkya (DRF), Freeman. Assignments will be primarily journal articles or portions of books.

State the quarter in which the course will be first offered: Fall 1988

Signature of Department Chairperson _____ Date _____ Signature of College Dean _____ Date _____

Signature of Graduate Dean (if applicable) _____ Date _____

Approved _____ Disapproved _____ Effective Date _____

Last date for inclusion in catalog copy: _____

Chairman, UCC/Liaison Officer _____ Date _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY:

Approved Prefix and Number _____ Rec. # _____ HEGIS _____ USOE _____

Generic Course Title _____

Century Title _____

Remarks: _____

Reviewed by: _____

Discipline Task Force Representative _____ Date _____
Input into Data Base _____ by _____
Date _____

PROPOSED OUTLINE

Accounting Research Seminar I & II

(Both seminars are to be taken as a unified sequence)

1. Philosophy of Science in Accounting
 - 1.a) Theory Formulation
 - 1.b) Theory Validation
 - 1.c) Applicability to accounting problems.
2. Models of Valuation
 - 2.a) Traditional accounting models
 - 2.b) Price Asset and Arbitrage Pricing Models
 - 2.c) Use of alternative valuation models in accounting
3. Information Asymmetry and Production
 - 3.a) Basic agency concepts and implications of asymmetry
 - 3.b) Implications for design of control systems in organizations and forms of budgets
 - 3.c) Implications for design of incentive systems
 - 3.d) Implications for the choice of measurements and methods
 - 3.e) Accounting research in the above areas
4. Non-Market Information use
 - 4.a) Problems of human information processing
 - 4.b) Recent advances in behavioral and laboratory research
 - 4.c) Use of laboratory in accounting research
5. Market Use of Information
 - 5.a) Information content studies
 - 5.b) Accounting Information and market performance evaluation
 - 5.c) Information asymmetry and disclosure
 - 5.d) Regulatory processes and market assessment of structure
 - 5.e) Role of accounting research and market efficiency
6. Properties of Accounting Information
 - 6.a) Time Series properties and prediction of accounting numbers
 - 6.b) Market and other agents forecasting mechanisms
 - 6.c) The information properties and use of accounting forecasts
 - 6.d) The use of accounting numbers to predict business decisions
7. Market structure
 - 7.a) The role of regulation in generating accounting information
 - 7.b) Competitive aspects of information markets
 - 7.c) Experimental-economics methodology as an approach to study the above issues
 - 7.d) Institutional economics and the accounting profession

REQUEST FOR COURSE DELETION OR CHANGE(S) IN ANY CHARACTERISTIC OF A CURRENT COURSE

Institution UF FICE 1535

Department: Fisher School of Accounting

CNS Prefix and Number: ACG 7299

Course Title: Financial Accounting Research

Check One: Deletion Change

Change:	From	To
*Title		
*Credit		
First Digit Assignment		
Lab Indicator		
UF Prefix Number		

*Revised Catalog Description

*NOTE: Significant changes in these items may substantially alter the placement of this course within the discipline taxonomy (i.e., they may require a different alpha prefix and/or number). If a different prefix and/or number seems appropriate, please complete a NEW COURSE TRANSMITTAL FORM and submit a course syllabus.

Please state reason(s) for the requested change(s) or deletion: Ph.D. Program revision eliminates the need for this course. Replacement course request accompanies this request.

Which quarter is this change to become effective? Fall 1987

Signature of Department Chairman _____ Date _____ Signature of College Dean _____ Date _____

Signature of Graduate Dean (if applicable) _____ Date _____

APPROVED _____ DISAPPROVED _____ Effective Date _____

Chairman, University Curriculum Committee/Institutional Liaison Officer _____ Date _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY
 Does change affect Prefix or Number? _____ Yes _____ No _____ Requested _____
 If yes, is a NEW COURSE TRANSMITTAL FORM etc., attached _____ Received _____
 Yes/No

If yes, new Prefix and Number should be: _____
 Remarks: _____

Submitted by: _____ Discipline Task Force Representative _____ Date _____
 Input into Data Base _____ by _____ Date _____

REQUEST FOR COURSE DELETION OR CHANGE(S) IN ANY CHARACTERISTIC OF A CURRENT COURSE

Institution UF FICE 1535

Department: Fisher School of Accounting

CNS Prefix and Number: ACG 7399

Course Title: Managerial Accounting Research

Check One: Deletion Change

Change:	From	To
*Title		
*Credit		
First Digit Assignment		
Lab Indicator		
UF Prefix Number		

*Revised Catalog Description

*NOTE: Significant changes in these items may substantially alter the placement of this course within the discipline taxonomy (i.e., they may require a different alpha prefix and/or number). If a different prefix and/or number seems appropriate, please complete a NEW COURSE TRANSMITTAL FORM and submit a course syllabus.

Please state reason(s) for the requested change(s) or deletion: Ph.D. Program revision eliminates the need for this course. Replacement course request accompanies this request.

Which quarter is this change to become effective? Fall 1987

Signature of Department Chairman _____ Date _____ Signature of College Dean _____ Date _____

Signature of Graduate Dean (if applicable) _____ Date _____

APPROVED _____ DISAPPROVED _____ Effective Date _____

Chairman, University Curriculum Committee/Institutional Liaison Officer _____ Date _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY
 Does change affect Prefix or Number? _____ Yes _____ No _____ Requested _____
 If yes, is a NEW COURSE TRANSMITTAL FORM etc., attached _____ Received _____
 Yes/No _____

If yes, new Prefix and Number should be: _____

Remarks: _____

Submitted by: _____ Discipline Task Force Representative _____ Date _____

Input into Data Base _____ by _____ Date _____

REQUEST FOR COURSE DELETION OR CHANGE(S) IN ANY CHARACTERISTIC OF A CURRENT COURSE

Institution UF FICE 1535Department: Fisher School of AccountingCNS Prefix and Number: ACG 7939Course Title: Theoretical Constructs in AccountingCheck One: Deletion _____ Change X

Change:	From	To
*Title		
*Credit		
First Digit Assignment		
Lab Indicator		
UF Prefix Number		

*Revised Catalog Description ACG 7939--THEORETICAL CONSTRUCTS IN ACCOUNTING (3) PREREQ:

completion of Accounting Research II. Emerging theoretical issues that directly impact research and development of thought in accounting. Theory construction and verification, information economics, and agency theory constitute subsets of this course.

*NOTE: Significant changes in these items may substantially alter the placement of this course within the discipline taxonomy (i.e., they may require a different alpha prefix and/or number). If a different prefix and/or number seems appropriate, please complete a NEW COURSE TRANSMITTAL FORM and submit a course syllabus.

Please state reason(s) for the requested change(s) or deletion: Change made to conform to request for course additions and deletions that accompanies this request.

Which quarter is this change to become effective? Fall, 1987

Signature of Department Chairman _____ Date _____ Signature of College Dean _____ Date _____

Signature of Graduate Dean (if applicable) _____ Date _____

APPROVED _____ DISAPPROVED _____ Effective Date _____

Chairman, University Curriculum Committee/Institutional Liaison Officer _____ Date _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY

Does change affect Prefix or Number? _____ Yes _____ No _____ Requested _____
If yes, is a NEW COURSE TRANSMITTAL FORM etc., attached _____ Received _____
Yes/No

If yes, new Prefix and Number should be: _____

Remarks: _____

Submitted by: _____ Discipline Task Force Representative _____ Date _____

Input into Data Base _____ by _____ Date _____

Date _____

Present course description
for ACG 7939 course

ACG 7939—Theoretical Constructs in Accounting (3) Prereq: completion of *Ph.D. core*. Emerging theoretical issues that directly impact research and development of thought in accounting. Theory construction and verification, information economics, and agency theory constitute subsets of this course.

Institution UF
Campus N/A
FICE 1535

NEW COURSE TRANSMITTAL FORM
(See Reverse for Instruction)

Attachment #5
Form UCC 1 Rev.80
OAA# _____

Department: Fisher School of Accounting Discipline: Business
Course Title: Research Analysis in Accounting

Credit Type: Semester Total Credit Hours 3 Lecture Credit Hrs. 3

Lab Credit Hrs. 0
Other Hrs. 0

Recommended CNS Prefix ACG 7 - - -
and Number: Alpha First Taxonomy Number
Digit

Lab indicator (C or L) _____

Catalog Course Description: Review of recently-completed doctoral dissertations in
accounting and presentation of research project results.

State the pre and corequisites in terms of content (see reverse):

Prerequisites Accounting Research II (ACG 7---)

Corequisites None

Intended Students (check all that apply): _____ Undergraduate Major _____ Others (specify) _____

Level (see reverse): _____ Undergraduate Non-Majors _____
X _____ Adv. Undergrad. & Graduates _____
_____ Graduate Students Only _____

Introductory _____
Advanced _____
Other (specify) _____

List major topics here and attach a one-page outline of the proposed course;

List any other course(s) in the University catalog dealing with similar subject matter;

List the department chairperson (by name and dept.) with whom you have cleared any question of possible duplication or infringement by this course. Each such chairperson must either sign the outline requested below to indicate no concern over possible duplication or infringement, or make comments. Any lack of comments or signatures must be explained.

List teaching materials, textbook(s), and instructor (include status on Graduate Faculty if applicable): _____

Instructors: Abdel-khalik (DRF), Ajinkya (DRF), Freeman (GSF) and others.

State the quarter in which the course will be first offered: Fall 1988

Signature of Department Chairperson _____ Date 1/22/87 Signature of College Dean _____ Date _____

Signature of Graduate Dean (if applicable) _____ Date _____

Approved _____ Disapproved _____ Effective Date _____

Last date for inclusion in catalog copy: _____

Chairman, UCC/Liaison Officer _____ Date _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY:

Approved Prefix and Number _____ Rec. # _____ HEGIS _____ USOE _____

Generic Course Title _____

Century Title _____

Remarks: _____

Reviewed by: _____

Discipline Task Force Representative _____ Date _____

Input into Data Base _____ by _____

Date

NEW COURSE TRANSMITTAL FORM

In addition to our internal uses the new course transmittal form will be used to transmit the following data to the Statewide Course Numbering System:

1. Institutional recommendations regarding prefixes and numbers for new courses;
2. Supporting documentation for use by faculty discipline task forces in their review of recommended prefixes and numbers;
3. Information for use by discipline task forces in preparing new course equivalency profiles.

PLEASE COMPLETE ALL OF THE INFORMATION REQUESTED ON THIS FORM.

To clarify certain items on the form, the following set of definitions is provided. If any questions remain, please contact the liaison officer to the Statewide Course Numbering System at your institution: Dr. Gene Hemp, 233 Tigert, phone 2-1301.

Department — The organizational unit from which the course will be offered.

Discipline — The subject matter area in which the course should be classified.

Course Title — The approved title of the course.

Credit Hours — The total amount of credit to be awarded for this course.

Lecture Hours, Lab Hours — In courses where these various types of credit hours are applicable, the specific credit hours of each should be indicated. In courses where a lecture and lab are combined, the lecture credit hours plus lab credit hours should equal the credit hours.

Other Hours — If credit is given for some type of activity other than lecture or lab, the amount of credit and the type of activity should be provided here.

Recommended Prefix and Number — The Prefix referred to is the 3 letter alpha code used by the Statewide Course Numbering System and a number which consists of these digits:

1. The institutionally assigned 1st digit, generally used to designate year the course is offered - 1 for freshman, 2 for sophomore, etc.
2. Taxonomy Number — The 3 digit number shown in the Course Equivalency Profiles and in discipline printouts which indicates the specific placement of the course in the discipline taxonomy.
3. The institutionally assigned lab indicator. C indicates that the course is a combination lecture & lab, & L indicates that the course is totally laboratory experience. Leave blank for lecture course.

BOTH THE PREFIX & THE TAXONOMY COURSE NUMBER ARE ARRIVED AT BY REVIEWING THE APPROPRIATE DISCIPLINE TAXONOMIES & COURSE EQUIVALENCY PROFILES. IN THOSE CASES WHERE SUFFICIENT INFORMATION IS NOT AVAILABLE ON WHICH TO BASE A TAXONOMY COURSE NUMBER RECOMMENDATION, ONLY THE INSTITUTIONALLY ASSIGNED 1ST DIGIT & LAB INDICATOR (C/L) SHOULD BE PROVIDED.

Catalog Course Description — The description of the course as it will appear in the catalog.

Prerequisites & Corequisites — Prerequisites are the required entering competencies & should be stated in terms of content, not prefixes & numbers, e.g., a working knowledge of elementary calculus, not MAT 401. Corequisites are necessary competencies which may be obtained concurrently with a particular course of instruction. Again, place state these in terms of content, not prefixes & numbers.

Intended Students — From the list provided, check the major target audience for the course. If none are applicable or more clarification is needed, check "Others" & specify the population, e.g., CLU candidates, Registered Nurses, those interested in teacher certification, etc.

Level — The purpose of this descriptor is to provide guidance for task force members in categorizing commonalities in various course reflecting the depth with which each concept will be investigated. Introductory classifications should be used for courses structured around general information which will typically required no specifically related prerequisite knowledge on the part of the learner. For example, although Calculus is usually prerequisite or corequisite to Introductory Physics, it is still an introductory course within its own discipline. An advance classification indicates a need for a student to possess specific input competencies relevant to the topic prior to taking the course. The use of the word "Level" should not be interpreted to mean Freshman, Sophomore, Junior, or Senior. A course for seniors may be introductory while a course for sophomores may be advance. When neither descriptor is checked, a broad middle range of course depth is to be assumed.

Major Topics — This item calls for a simple listing of the major topics covered in this course. If appropriate, use a phrase indicated emphasis. These topics are listed here to facilitate task force reviews.

Proposed Outline for
Research Analysis in Accounting

- I. Review of recently-completed doctoral dissertations
 - A. The topical areas from which the dissertations will be drawn include: financial accounting, managerial accounting, auditing, taxation, management information systems, information economics, and so on.
 - B. The actual topical areas that are selected will change from semester to semester depending upon the interests of the students.
- II. Presentation of research project results.
 - A. The doctoral students will be completing a research paper in their first summer in the program. A research project will be completed during their second summer in the program.
 - B. The research project will be presented and critiqued in this course. Hopefully, the project and this session can help a student obtain a headstart on their dissertation work.
 - C. The topics that will be presented and critiqued will depend, of course, on the research projects selected by the students. The time devoted to the two segments of the course will also depend on the number of students that are enrolled in the course.



Fisher School of Accounting

University of Florida

Gainesville, Florida 32611

904/392-0155

February 2, 1987

RECEIVED

FEB 13 1987

Dean Alan G. Merten
College of Business Administration
224 MAT

OFFICE OF THE DEAN

Dear Alan:

Enclosed please find a request from the Finance, Insurance, and Real Estate Department for a nonthesis option in the M.A. in Business Administration degree program. This program is intended to complement the current thesis option which is available for real estate students in the M.A. program.

This program is intended to be offered to students who want to major in real estate appraisal. The original proposal is included as part of the memorandum of Andrew McCollough dated December 29th. The Graduate Committee requested that the proposal be revised. The revisions were transmitted to us in Hal Smith's memorandum of January 22nd and were approved at our meeting on January 30th. The revised proposal is accompanied by a request to revise the course description for REE 5505 (Property Management) and the addition of a new internship course for real estate students. One additional course request will be forwarded at a later date. The appraisal program includes a course that is labeled in the proposal as REE 5001 (Appraisal Case Studies and Report Writing) but which is not part of our curriculum. Some of the materials for this proposed course are to be provided by the American Institute of Real Estate Appraisers. Hal Smith has not yet received these materials and is withholding the request for the new course until they are received and can be reviewed. This course request should be forwarded at a later date this spring.

I would appreciate this proposal be placed on the Graduate Faculty meeting agenda at the next meeting.

Sincerely,

John L. Kramer
Chairperson, Graduate Committee



Attachment #6
Jack Kramer
Accounting

COLLEGE OF BUSINESS ADMINISTRATION • UNIVERSITY OF FLORIDA • GAINESVILLE 32611
REAL ESTATE RESEARCH CENTER 904 • 392-0157

January 22, 1987

MEMORANDUM

TO: Graduate Committee
FROM: Hal Smith *Hal*
SUBJECT: Nonthesis Option

In consultation with Dean Lockhart, I have revised the proposed nonthesis option for the MA in Business Administration, Major in Real Estate. The principal changes are:

1. Addition of an elective to count in the total 32 hour requirement of non S-U courses at 3000 level or above.
2. Addition of a new course in Internship (REE 6949) to substitute for the previous course numbers in the original proposal (6910 and 7920).

Two illustrative programs are attached -- one for a student who has an undergraduate degree in business, with a major in real estate and one for a student who has a nonbusiness undergraduate degree. The nonbusiness student must meet the prerequisites not included in the program and take 14 additional hours of 4000 level real estate courses.

ag

Attachment

MA in Business Administration
Major in Real Estate
Track B (nonthesis)

REE 6305	Seminar in Real Estate Valuation	3
REE 6286	Seminar in Real Estate Financial Analysis	3
REE 5505	Property Management	3
REE 6395	Seminar in Real Estate Investment	3
REE 5001*	Appraisal Case Studies and Report Writing	3
REE 6756	Seminar in Real Estate Market Analysis	3
REE 6905	Individual Work	6
SOS 4231	Soils and Land Use	3
BCN 1210	Construction Materials	3
URP 4000	Preview of Urban and Regional Planning	2
REE 6946**	Internship (S-U)**	6

Plus one approved elective at 3000 level or higher of at least three hours. Examples of acceptable electives are:

MAR 3503	Consumer Behavior	4
MAN 3151	Organizational Behavior	3
URP 6141	Comprehensive Planning and Evaluation	3
ACG 5625	Tax Factors in Management Decisions	3

*New Course

**New Course (1-3; max. 10)

Total Hours: 41-42

Non S-U Hours > 3000: 32-33 (required 32)

Non S-U Hours > 5000 in major: 24 (required 16)

Illustrative Program by Semester (Nonbusiness, non-real estate major)

Prerequisites

1. Bachelor's Degree
2. ECO 2013 and 2023
3. STA 3023 and GEB 3121
4. ACG 2001 and 2302
5. COP 3210
6. REE 3043

] — same as for the
thesis option.

<u>Semester I</u>	<u>Course No.</u>	<u>Credit Hours</u>
Real Estate Valuation	REE 4100	3
Real Estate Financial Analysis	REE 4204	3
Real Estate Law	REE 4430	3
Soils and Land Use	SOS 4231	3
<u>Semester II</u>		
Construction Materials	BCN 1210	3
Property Management	REE 5505	3
Seminar in Real Estate Valuation	REE 6305	3
Seminar in Real Estate Investment	REE 6395	3
Appraisal Case Studies and Reports	REE 5---	3
<u>Summer I</u>		
Internship (S-U)	REE 6946	3
<u>Semester III</u>		
Internship (S-U)	REE 6946	3
Individual Work (Demo Report)	REE 6905	3
<u>Semester IV</u>		
Seminar in Real Estate Financial Analysis	REE 6286	3
Preview of Urban and Regional Planning	URP 4000	2
Seminar in Real Estate Market Analysis	REE 6756	3
Real Estate Feasibility Analysis	REE 4313	5
<u>Summer II</u>		
Individual Work (Demo Report)	REE 6905	3
Approved Elective		3-4

Total Hours: 55-56

Non S-U Hours > 3000: 32-33 (32 required)

Non S-U Hours > 5000 in major: 24 (16 required)

Illustrative Program by Semester (Business, real estate major)

Prerequisites: All Satisfied

<u>Semester I</u>	<u>Course No.</u>	<u>Credit Hours</u>
Soils and Land Use	SOS 4231	3
Construction Materials	BCN 1210	3
Property Management	REE 5505	3
Seminar in Real Estate Investment	REE 6395	3
<u>Semester II</u>		
Seminar in Real Estate Valuation	REE 6305	3
Appraisal Case Studies and Reports	REE 5---	3
Seminar in Real Estate Financial Analysis	REE 6286	3
Preview of Urban and Regional Planning	URP 4000	2
<u>Summer I</u>		
Internship (S-U)	REE 6946	3
<u>Semester III</u>		
Internship (S-U)	REE 6946	3
Individual Work (Demo Report)	REE 6905	3
<u>Semester IV</u>		
Seminar in Real Estate Market Analysis	REE 6756	3
Approved Elective* (Non RE, > 3000)		3-4
Individual Work (Demo Report)	REE 6905	3

Total Hours: 41-42

Non S-U Hours > 3000: 32-33 (32 required)

Non S-U Hours > 5000 in major: 24 (16 required)

REQUEST FOR COURSE DELETION OR CHANGE(S) IN ANY CHARACTERISTIC OF A CURRENT COURSE

Institution UF FICE 1535

Department: Finance, Insurance, and Real Estate

CNS Prefix and Number: REE 5505

Course Title: Property Management

Check One: Deletion _____ Change x

Change:	From	To
*Title	Property Management	Real Estate Development and Management
*Credit		
First Digit Assignment		
Lab Indicator		
UF Prefix Number		

*Revised Catalog Description The decision making process concerning the production and management of real estate resources. Includes principles and techniques employed by developers and managers, as well as case studies of real estate projects.

*NOTE: Significant changes in these items may substantially alter the placement of this course within the discipline taxonomy (i.e., they may require a different alpha prefix and/or number). If a different prefix and/or number seems appropriate, please complete a NEW COURSE TRANSMITTAL FORM and submit a course syllabus.

Please state reason(s) for the requested change(s) or deletion: To reflect more accurately content of the course

Which quarter is this change to become effective? Summer '87

E. F. Brough 1/30/87
 Signature of Department Chairman Date Signature of College Dean Date

Signature of Graduate Dean (if applicable) Date

APPROVED _____ DISAPPROVED _____ Effective Date _____

Chairman, University Curriculum Committee/Institutional Liaison Officer Date

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY
 Does change affect Prefix or Number? _____ Yes _____ No Requested _____
 If yes, is a NEW COURSE TRANSMITTAL FORM etc., attached _____ Received _____
 Yes/No

If yes, new Prefix and Number should be: _____
 Remarks: _____

Submitted by: _____ Discipline Task Force Representative Date
 Input into Data Base _____ by _____ Date _____

Illustrative Program by Semester (Business, real estate major)

Prerequisites: All Satisfied

<u>Semester I</u>	<u>Course No.</u>	<u>Credit Hours</u>
Soils and Land Use	SOS 4231	3
Construction Materials	BCN 1210	3
Property Management	REE 5505	3
Seminar in Real Estate Investment	REE 6395	3
<u>Semester II</u>		
Seminar in Real Estate Valuation	REE 6305	3
Appraisal Case Studies and Reports	REE 5---	3
Seminar in Real Estate Financial Analysis	REE 6286	3
Preview of Urban and Regional Planning	URP 4000	2
<u>Summer I</u>		
Internship (S-U)	REE 6946	3
<u>Semester III</u>		
Internship (S-U)	REE 6946	3
Individual Work (Demo Report)	REE 6905	3
<u>Semester IV</u>		
Seminar in Real Estate Market Analysis	REE 6756	3
Approved Elective* (Non RE, > 3000)		3-4
Individual Work (Demo Report)	REE 6905	3

Total Hours: 41-42

Non S-U Hours > 3000: 32-33 (32 required)

Non S-U Hours > 5000 in major: 24 (16 required)

REQUEST FOR COURSE DELETION OR CHANGE(S) IN ANY CHARACTERISTIC OF A CURRENT COURSE

Institution UF FICE 1535

Department: Finance, Insurance, and Real Estate

CNS Prefix and Number: REE 5505

Course Title: Property Management

Check One: Deletion Change

Change:	From	To
*Title	Property Management	Real Estate Development and Management
*Credit		
First Digit Assignment		
Lab Indicator		
UF Prefix Number		

*Revised Catalog Description The decision making process concerning the production and management of real estate resources. Includes principles and techniques employed by developers and managers, as well as case studies of real estate projects.

*NOTE: Significant changes in these items may substantially alter the placement of this course within the discipline taxonomy (i.e., they may require a different alpha prefix and/or number). If a different prefix and/or number seems appropriate, please complete a NEW COURSE TRANSMITTAL FORM and submit a course syllabus.

Please state reason(s) for the requested change(s) or deletion: To reflect more accurately content of the course

Which quarter is this change to become effective? Summer '87

E. F. Burch 1/30/87
Signature of Department Chairman Date Signature of College Dean Date

Signature of Graduate Dean (if applicable) Date

APPROVED _____ DISAPPROVED _____ Effective Date _____

Chairman, University Curriculum Committee/Institutional Liaison Officer Date

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY
Does change affect Prefix or Number? Yes _____ No _____ Requested _____
If yes, is a NEW COURSE TRANSMITTAL FORM etc., attached _____ Received _____
Yes/No

If yes, new Prefix and Number should be: _____
Remarks: _____

Submitted by: _____
Discipline Task Force Representative Date
Input into Data Base _____ by _____
Date _____

Institution UF Campus N/A FICE 1535
 Department Finance, Insurance & Real Estate Discipline Real Estate
 Course Title Internship
 Credit Type 0 Credit Hrs. 1-3 Lecture Credit Hrs. 0 Lab Credit Hrs. 0
 max 10 Other Hrs. 6 9 4 6
 Recommended Prefix REE Alpha First Digit Taxonomy Number Lab Indication
 Catalog Course Description: Work experience in a real estate office for graduate students who intend to become professional appraisers and analysts.

Include prerequisites and corequisites by prefix and number as a part of the catalog description. State below the pre and corequisites in terms of content (see reverse).
 Prerequisites At least one semester of graduate work in real estate

Corequisites None

Intended Students (check all that apply):
 Undergraduate Majors Undergraduate Non-majors Graduate Students Only
 Advanced Undergraduates and Graduate Students Others (specify) _____
 Level: Introductory Advanced Other (specify) Applied
 Major topics (Use additional sheets as necessary) Applied professional and managerial techniques and procedures in a real estate firm.
 List any other course(s) in the University catalog dealing with similar subject matter: None

List the department chairmen (by name and department) with whom you have cleared the question of possible duplication or infringement by this course. Each such chairman must either sign the outline requested below to indicate no concern over possible duplication or infringement, or he must comment. Any lack of comments or signatures must be explained.
No duplication or infringement are believed to exist.

Best teaching materials, textbook(s), and instructor (include status on Graduate Faculty if applicable): No text or substantive materials; Halbert C. Smith (DRF)
 How frequently do you expect to offer this course and what class size is expected? Summer C and Fall semesters -- approx. 10 students
 Indicate the number of lecture, discussion, and laboratory meeting hours per week: 0

Term in which course will be first offered: Summer 1987
 Please attach a one-page outline of the proposed new course. N/A

E. J. Brough 1/30/87
 Signature of Department Chairman Date Signature of College Dean Date

APPROVED _____ DISAPPROVED _____ Effective Date _____
 Last date for inclusion in catalog copy _____

Chairman, Curriculum Committee/Institutional Liaison Officer _____ Date _____

FOR FACULTY DISCIPLINE TASK FORCE AND SYSTEM STAFF USE ONLY:
 Approved Prefix and Number _____ Rec. # _____ HEGIS _____ USOE _____
 Generic Course Title _____
 Century Title _____
 Decade Title _____
 Remarks: _____
 Reviewed by: _____ Date _____
 Discipline Task Force Representative _____
 Input into Data Base _____ by _____
 Date _____



GRADUATE SCHOOL OF BUSINESS ADMINISTRATION • UNIVERSITY OF FLORIDA • GAINESVILLE 32611
Faculty of Finance

904 • 392-0153

December 29, 1986

MEMORANDUM

To: Graduate Committee
From: W. Andrew McCollough
Subject: Graduate Program in Real Estate Valuation

A graduate program in real estate valuation that has been developed by the real estate faculty in conjunction with the American Institute of Real Estate Appraisers has been approved by the Department. The program would be a two-year nonthesis option (Track B) in our existing MA program in Business Administration, with a major in real estate. This program (a one-year MA program with thesis) will continue to exist.

The Track B program exceeds all University and College requirements. Professor Smith has consulted with Deans Lockhart and Koran at the Graduate School, and they see no difficulties with it. It is scheduled for consideration by the College Graduate Faculty on January 12 and by the University Graduate Council on January 15, provided it is approved by the Committee.

The accompanying memo from Professor Smith describes some of the features of the program. In general, it will provide a short-cut by formal education to the prestigious MAI designation. It is seen by the industry as a major step forward toward professionalization of the appraisal field.

I believe the program would be desirable for the Department and College, and I recommend it favorably for your consideration.



COLLEGE OF BUSINESS ADMINISTRATION • UNIVERSITY OF FLORIDA • GAINESVILLE 32611
 REAL ESTATE RESEARCH CENTER 904 • 392-0157

December 19, 1986

MEMORANDUM

TO: Dr. W. Andrew McCollough, Cochairman
 Department of Finance, Insurance and Real Estate

FROM: Halbert C. Smith, Graduate Coordinator for Real Estate *HCS*

SUBJECT: Nonthesis Track for MA in Business Administration, Major
 in Real Estate

Please transmit to the Graduate Committee and Graduate Faculty the proposal approved by the Department for a two-year, nonthesis track for our MA in Business Administration, major in real estate. The purpose of this track is to accommodate students who wish to seek an MAI (Member, Appraisal Institute) designation with the American Institute of Real Estate Appraisers, along with an MA degree. This program will provide a significant short-cut to the designation, as compared with present requirements.

The program, developed in conjunction with the AIREA, is regarded as a pilot program. It will be evaluated by us and the AIREA at the end of two years to determine its effectiveness and whether it should be continued or abolished.

We anticipate there will be 5 to 8 students entering the program the first year and 7 to 15 students the second year. We can absorb these students into our existing courses without adding sections (as can the other departments in which courses will be taken). One new course will be required, and one or two other courses will be revised. We have attempted to maximize the use of our existing courses and program structure so as to minimize fiscal impact. Nevertheless, AIREA has agreed to help defray our costs with approximately \$95,000 over the three-year life of the program (when all students will have reached normal graduation date).

Please note that the program will require 55 credit hours. 15 of those hours will be in internship courses for which grades of S or U are given, and one course will be the 1000 level (BCN 1210). After subtracting these 18 hours, the program still requires 37 credit hours, with 18 hours at the graduate level. University requirements are 32 and 16 credit hours respectively in these two categories.

Page Two
Dr. McCollough
December 19, 1986

I believe this is an important step forward in developing appropriate graduate programs for the increasingly professional and sophisticated field of real estate analysis and appraisal. UF is already a leader in the field, and this program will add considerable prestige to our reputation for professional real estate education.

ag

MA IN BUSINESS ADMINISTRATION
Major in Real Estate
Track B (nonthesis)

Prerequisites

1. Bachelor's degree
2. Two courses in economics
3. Two courses in statistics
4. Two courses in accounting
5. One course in computer science or applications
6. One introductory real estate course

*See Revised
Proposal*

Courses in Program

	Semester Hours	UF Course No.
1. Two courses in real estate appraisal	6	REE 4100 REE 6305
2. Two courses in real estate finance	6	REE 4204 REE 6286
3. One course in real estate law	3	REE 4430
4. One course in real estate development and management	3	REE 5505
5. One course in soils and mapping	3	SOS 4321
6. One course in real estate investment	3	REE 6395
7. One course in building construction	3	BCN 1210
8. One course in case studies and report writing	3	*
9. One course in urban and regional planning	2	URP 4000
10. One course in real estate market analysis	3	REE 6756
11. One course in real estate feasibility analysis	5	REE 4313
12. Special applications of appraisal (Internship)	12	REE 6905 REE 6910
13. Demonstration report (independent study)	3	REE 7920
	TOTAL:	55

*New course required

Illustrative Program by Semester (UF Course Names)

<u>Semester I</u>	<u>UF Course No.</u>	<u>Credit Hours</u>
Real Estate Valuation	REE 4100	3
Real Estate Financial Analysis	REE 4204	3
Real Estate Law	REE 4430	3
Soils and Land Use	SOS 4231	3
<u>Semester II</u>		
Seminar in Real Estate Valuation	REE 6305	3
Seminar in Real Estate Investment	REE 6395	3
Construction Material	BOH 1210	3
Real Estate Development and Management*	REE 5505	3
Appraisal Case Studies and Report Writing	**	3
<u>Summer I</u>		
Special Applications of Appraisal (Internship)	REE 6905	6
<u>Semester III</u>		
Special Applications of Appraisal (Internships)	REE 6910	6
Demonstration Appraisal Report	REE 7920	3
<u>Semester IV</u>		
Seminar in Real Estate Financial Analysis	REE 6286	3
Preview of Urban and Regional Planning	URP 4000	2
Seminar in Real Estate Market Analysis	REE 6756	3
Real Estate Feasibility Analysis	REE 4313	5
		TOTAL: 55
<u>Summer II</u>		
Continuation and Completion of Demonstration Report	-----	---

*Current course titled "Property Management" will be restructured and renamed.

**New course based on AIREA'S materials will be developed.

MAJOR TOPICS IN COURSES

Real Estate Valuation (REE 4100)

- History and development of value theory
- Overview of appraisal, including the appraisal process
- Preliminary studies (national, regional community, and neighborhood analyses)
- Application of statistics to appraisal
- Site and improvements analysis
- Sales comparison approach
- Cost-less-depreciation approach
- Income capitalization approach (including DCF analysis)
- Methods of site valuation (including highest and best use analysis)
- Mortgage-equity analysis (including Ellwood)
- Condemnation appraisal
- Appraisal standards, conclusions, and reports
- Narrative appraisal report required

Real Estate Financial Analysis (REE 4204)

- Flow of funds to real estate
- RE lending institutions and legal constraints
- Loan documents (mortgage, note, lease, release, waiver, subordination, satisfaction, etc.)
- Money creation and regulation (role of the Federal Reserve)
- Federal regulation (HUD, FHLBB, FSLIC)
- Mortgage insurance and guaranty (FHA, VA, PMI's)
- Types of mortgages (by priority of lien, by property covered, by purpose, by method of repayment)
- Default and foreclosure
- Other financing methods (sale-leaseback, sale and contract back, wraparound mortgage)

Secondary financing

Secondary mortgage market (FNMA, GNMA, FHLMC)

Real Estate Development and Management (REE 5505)

Economic significance

Land development functions

Role of the developer-investor

Role of the development lender

Functions in the construction process

Role of the builder

Functions in property management

Management policy

Cost control

Marketing policy and programs

The management plan

Role of the property manager

Environmental issues in real estate development

Corporate real estate management

Seminar in Real Estate Valuation (REE 6305)

Developments in value theory

Appraisal problems by property types (single-family, multi-family, commercial, industrial, etc.)

Role of changing value of dollar (inflation or deflation)

Issues and problems in income and expense estimation

Issues and problems in capitalization rate estimation

Advanced capitalization rate estimation (Ellwood J, Fisher G, L-Z method, underwriter's method)

Market simulation and statistical inference

Appraisal of limited market properties

Paper or narrative appraisal report required

Seminar in Real Estate Financial Analysis (REE 6286)

Home mortgage loans:

Risk and return characteristics

Evaluating and designing home mortgage loans

Issues in single-family underwriting

Determination of interest rates

Secondary mortgage markets:

Evaluation of options in mortgage backed securities

Management of interest rate risk

Income property finance

The investment portfolio perspective

Complex debt structure and instruments

Cash flow analysis

Equity capital and investment analysis

Effects of income tax law

Underwriting issues

Current topics

Soils and Land Use (SOS 4231)

Types of soils

Soil types for various uses

Soil types and waste disposal (including septic systems)

Water movement in soils

Construction and engineering considerations of soil types

Soil surveys and soil maps

Soil maps; cross sections
Map scales, map-o-graph, planimeter
Soil interpretations
Agricultural land; soil erosion
Lab and field trips

Real Estate Feasibility Analysis (REE 4313)

Urban land use analysis
Market analysis and studies
Marketability analysis
Investment and cash flow analysis
Ownership structure
Taxation and investment
Project risk analysis
Land use controls in development and real estate investment
Types of investment real estate
Feasibility study (project)

Seminar in Real Estate Investment (REE 6395)

Overview of the investment decision process
Decision-making approaches to real estate investment
Market and marketability studies
Inflation, deflation, and real estate cycles
Investment strategy
Basic financial feasibility model
Analysis of returns
Risk analysis and management
Tax planning and financial analysis

Financing and refinancing considerations

Investment termination

Property types

Portfolio strategy

Real Estate Law (REE 4430)

Sources of real estate law

Fixtures and easements

Deeds and acknowledgements

Recording and constructive notice

Contracts for sale and purchase

Evidence of title (abstracts, title insurance)

Co-ownership

Land use controls (private and public restrictions)

Land sales laws

Homeowners' Associations

Land acquisition and assembly

Planned unit developments

Wetlands, beaches, and navigable waters

Construction Materials (BCN 1210)

Environment and law

Planning and soils

Foundations

Concrete and aggregates

Brick and tile masonry

Stone masonry

Metals

Doors and windows
Glass and glazing
Plastics
Building papers and boards
Bituminous materials
Exterior wall materials
Flooring materials
Insulating materials
Stucco and terrazzo
Roofing materials
Acoustical materials
Interior finishing materials
Glues, sealants, etc.
Protective coatings

Seminar in Real Estate Market Analysis (REE 6756)

Types of market studies

General

Site-specific

Objectives of market studies

The process of real estate market analysis

Defining the problem

Evaluating project constraints

Delineating market areas

Estimating demand

-Urban growth

-Population projection

-Demand analysis

Estimating market supply

Correlating demand and supply

Recommendations from real estate market analysis

Preview of Urban and Regional Planning (URP 4000)

Nature of urban and regional planning

Development of a comprehensive plan

Objectives

Existing and future conditions

Alternative approaches

Political process

Innovation and flexibility in comprehensive planning

Implementation and review of a comprehensive plan

Public zoning for land use control

Purpose

Legality

Administration

Problems with planning and zoning

Inconsistency with private market outcomes

Discrimination

Administrative bias

Private restrictions