**School of Accountancy Faculty meeting**

**4-29-2019**

**1:30 p.m. to 3:05 p.m.**

**and 5-6-2019**

**1:30 p.m. to 2:03 p.m.**

**Minutes**

**Attendees:** Shirley Daniel, Liming Guan, Boochun Jung, Manu Ka’iama, Jee-Hae Lim, Myron Mitsuyasu, Thomas Pearson, Jenny Teruya, Tu Xu, Mary Woollen, Jian Zhou, Hamid Pourjalali, and David Yang (for May 6 meeting)

Excused: David Yang (for April 29 meeting)

The meeting commenced at 1:30 p.m.

**4/29/2019 Minutes**

**Minutes:** Minutes of January 26th was approved.

**HARC:** Jung and Pourjalali provided a report on the successful HARC 2019.

**Advisory Board Meeting**: Daniel and Pearson provided a brief explanation of the Advisory Board meeting on March 20th, 2019 at 7:30 a.m. at College Hill. The main topic was the SOA fundraising lunch on May 16th.

**May 16th, 2019:** Nina Horioka from the UH Foundation shared the fundraising efforts on SOA luncheon. Over 200 will participate in the event.

**Speaker Series:** Pourjalali and Jung provided the names of 2019-2020 Shidler Speakers:

Gilles Hilary, Daniel Taylor, Michael Welker, and Xiumin Martin

**Assessment implementation:** Pourjalali will provide information for all faculty to provide their assessment for the Spring of 2019

**PhD program report:** Jung reported that two students may be admitted to the PhD program with an accounting concentration.

**Professional Responsibilities of all faculty:**

The following motion was passed by the faculty:

a.   Faculty are expected to arrive to their classes on time and remain in their classes during the duration of the class. While faculty may occasionally finish the class early, this cannot be the norm for any undergraduate and graduate class.

b. The faculty are expected to teach the curriculum that is set by the SOA faculty and not change the coverage of the course based on their own desire.

**Acc 200, 201:**

The following motion passed:

All introductory accounting courses should require students to attend classes and do homework and assign a meaningful portion of their grades to homework.

Faculty discussed issues regarding common exam but did not come to a conclusion. The meeting was adjourned at 3:05 p.m.

**Faculty mentoring:** Postponed to next meeting

**5/6/2019 Minutes:**

The meeting commenced at 1:35 p.m.

Pourjalali reported that given that Acc 200 and Acc 201 are the most important curriculum item for 2019-2020, he had requested a three member committee (Teruya, Woollen, and Ka’iama) to take a leadership role on helping the faculty in design and delivery of Acc200/Acc201. The committee represents diverse views and will be able to help with the assessment of Acc200/Acc201.

A motion to support this committee and its mandate was made and supported by all (but one) faculty members.

Teruya motioned that a common and comprehensive final exam (to be designed by a faculty who is not teaching Acc200/Acc201) with 10 to 15 questions be added to final exam of all faculty who are teaching Acc 200/Acc 201. The questions will be added to regular questions selected by each faculty for the final in his/her classes. The faculty may choose to include the grades associated with the added questions as part of their final exam score or exclude them. The result of common and comprehensive exam will be used to assess success of Acc 200 (Fall of 2019 and Spring of 2020) and Acc 201 (Spring of 2020) and Acc 321 (Fall of 2020). All final exams will be given the same day/time for all sections. The motion passed.

The following items were passed by the vote of faculty:

Faculty who teach Acc 200 and 201 must ensure that: a) exams are revised and updated regularly, b) the integrity of the examination is maintained (e.g., students in one class do not take picture of the exam/answer sheet and share it with classmates).

Faculty who teach ACC 200 and 201 must maintain the integrity of the multiple choice portion of the textbook testbank.  Multiple choice questions from the testbank should not be used for quizzes, “sample” test questions, or any other assignment that is returned permanently to the students.

Faculty should avoid giving sample questions that are exactly the same as those used in actual exams. While some faculty may find it appropriate to give questions similar to the sample questions (e.g., when the numbers have changed and same information is used for another question), at least 60% of the exam question should not be identical to sample questions.

Meeting was adjourned at 2:03 p.m.

School of Accountancy Faculty meeting

January 28, 2019

1:30 a.m. to 2:30 p.m.

Minutes

Attendees: Liming Guan, Boochun Jung, Manu Ka’iama, Jee-Hae Lim, Thomas Pearson, Jenny Teruya, Tu Xu, Mary Woollen, Jian Zhou and Hamid Pourjalali

Excused: David Yang

The meeting commenced at 1:30 p.m.

Minutes: Minutes of November 26, 2018 was approved.

HARC: Jung and Pourjalali provided a report on HARC 2019 and indicated the result of their trip to University of Hawaii in Hilo and Kona Community College. They both reported that the location for HARC-2020 will be University of Hawaii at Hilo. They are in the planning stages of the conference with negotiation with hotels and other vendors.

DARC: Pourjalali indicated that Doctoral Accounting Research Colloquium 2019 (DARC-2019) was cancelled as Dean Roley was sure that the cost would be higher than estimated and suggested that DARC may not be a feasible program. He reported that Professor Mark Anderson of Calgary had suggested that his school could co-sponsor the program and Pourjalali and Jung were considering such possibilities for summer of 2020.

Advisory Board Meeting: Since Pourjalali, Teruya, and Jung will be out of town on March 20th, Pourjalali requested that those faculty who were in town to attend the advisory board meeting on March 20th at 7:30 a.m. at College Hill. The main topic of the meeting on May 16th is the fundraising.

May 16th, 2019: Pourjalali shared some ideas on making the fundraising luncheon a fun experience for participants (e.g., guessing the number of beans in different  jars and rewarding the largest class of alumni attending in the conference). Pourjalali requested that faculty share other ideas that they might have.

Comment section in Students’ evaluations: Faculty approved Woollen’s motion on adding comment section to the students’ surveys.

Speaker Series: Pourjalali’s proposal of removing Shidler Speaker Series for the SOA was not supported as the speakers provide interaction with PhD students and faculty that are different from HARC. Given this, Pourjalali asked all the SOA tenure and tenure-track faculty to attend the Shilder Speaker events. Pourjalali also requested that the SOA PhD Committee consider its Shidler Speakers’ nominations for the next three years.

Assessment implementation: Given that the faculty has decided on assessment tools in its meeting on November of 2018, Pourjalali requested that faculty report the result of their first assessment at the end of Spring of 2019 semester (after examinations). Pourjalali will send a reminder to all faculty members in May. Furthermore, it was discussed that assessments in Acc 409 should be done based on the successful completion of (multiple phases of) the project. Zhou will provide a summary of the discussions of auditing faculty (Nishikawa, Hatanaka, Zhou) about Acc 418 to Pourjalali.

PhD program report: Jung provided a report on PhD students’ applications and predicted that two students may be admitted to PhD program with accounting concentration. Pourjalali provided report on Matthew Hinton and Robbie Yeh teaching efforts and reported that he had visited their classes and monitored all their quizzes, exams, and final grades. He indicated that he was satisfied by the PhD students’ efforts.

Acc 200, 201, Pourjalali requested that the Introductory Accounting committee (those who are teaching accounting 201, 202, 200) to consider adopting  a similar coverage, grading policies, and common final examination so while students learning is assured, all students will cover similar topics and are subject to similar requirement.  Teruya reported that both Pearson and Wiley publishers were ready to accommodate new Acc 200 and Acc 201 chapter requirements (with data analytics components). Wiley will present on February 4th at 11:30 a.m. and Pearson on February 25th, at 12:00 p.m. Teruya welcomed faculty to attend these meetings.  Ka’iama suggested changing Acc 201 to Acc 210 as was recommended by Deacon Hansen of Windward Community College. Teruya reported that she and Pourjalali would attend a community colleges’ meeting on February 15th, 2019 to address Acc 200 and Acc 201 coverage.

Faculty mentoring: Postponed to next meeting

The meeting was adjourned at 2:25 p.m.