## **SYLLABUS**

**MPA Distinguished Speaker Lyceum** ACC 180C (unique #02790) and **ACC 152 (unique #02715) Fall 2012** 

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Course Description:

The MPA Distinguished Speaker Lyceum (hereafter Lyceum), at The University of Texas at Austin is a hallmark of the MPA. Its purpose is to develop leading professionals by integrating graduate accounting studies with issues in accounting practice, business and society.

The presenters are highly accomplished, represent diverse areas relevant to professional development, graciously give their time (a privilege most schools could only hope for) and, on top of it all, they are simply nice individuals. We owe them our gratitude and respect.

Each of us has a hand in presenting our program in the best light. It is important because it enables us to attract business leaders and because presenters share their UT experience with others . . . they share it with colleagues, professional associates, and friends and family. By our engagement and comportment we can leave an impression of accounting leadership or mediocrity. I choose leadership. What's your choice?

*Meeting Logistics:* UTC 2.112A, Tuesday, 5:10 – 6:30 pm—We will meet on the Tuesdays indicated in the meeting schedule at the end of this syllabus

## ---EXCEPT----

Our first session with outsiders on Tuesday, September 11<sup>th</sup> will be held from 5:10-7:10 p.m. To compensate for the extra time we will spend in this session, there will be no class on Tuesday, October 16<sup>th</sup>.

To register your Lyceum attendance, please have your UT identification card scanned at one of the laptop registration stations near the door to the auditorium. Therefore.

- Please bring your UT identity card to Lyceum
- Make sure that after scanning the card, your Lyceum attendance has been recorded in the computerized system by saying your name to the person scanning

If you need to step out of the assembly at any time before its conclusion, please give your UT identity card to one of the TAs in the hallway and retrieve it upon returning to the assembly.

At the conclusion of class, there will be exit scans on random days.

The sign-in and meeting times are as follows (except for the September 11<sup>th</sup>, 7:10 p.m. Meeting Time:

adjournment noted above).

4:45 p.m: Sign-in begins

5:05 p.m: **Please be seated** so our guest can start her or his presentation as a

courtesy to our guests. Sign-in ends and scanners will be

deactivated shortly after this time.

5:10 – 6:30 p.m: Guest speaker comments and Q&A. When the general assembly is

adjourned please feel free to approach our guest for individual questions and introductions. Exception: Tuesday, September 11th,

we will meet from 5:10 - 7:10 pm.

Grading: This is a pass/fail course. You must satisfy three requirements to pass:

1. Syllabus Quiz

2. One speaker thank-you note

3. Attendance and attentiveness

A summary of these course requirements is provided in the following table and discussed thereafter.

Requirement	Due	Failure to complete the	
		requirement results in:	
1. Syllabus <i>quiz</i>	Today	No course credit	
2. One <i>speaker</i>	Due <u>one week</u> after your	<b>2-page research paper</b> or Lead	
thank-you note	assigned speaker	TA-approved alternative activity	
3. Attendance	1. One <u>reserved</u> <u>un</u> excused		
and	absence (i.e., a freebee)		
Attentiveness	–reserved by "CREATE		
	THREAD" and entering	<b>2-page research paper</b> or Lead	
	your name and UT EID	TA-approved alternative activity	
	in the subject line on our	for each unexcused absence	
	Bb Discussion Board	beyond the first reserved	
	(limit = 35 students)	unexcused absence.	
	plus		
	2. Up to three <i>documented</i>		
	<u>ex</u> cused absences		
5 absences or more for any reason → no course credit (should withdraw)			

Assignments:

The three course requirements summarized in the table above are described in more detail below.

- 1. **Syllabus Quiz.** Please hand-in the quiz when you leave our first class meeting. You may refer to your syllabus at any time to complete the quiz. Wrong answers must be redone. Non-completion will result in no course credit.
- 2. One speaker thank-you note card. You must write a thank note of no less than three sentences for one speaker. Students will be assigned to speakers based on

their last name as indicated in the course schedule at the back of this syllabus. Other note card criteria include:

- The note card should be self-acquired and not on regular notebook paper that is folded, cut or otherwise improvised to look like a note card
- The note card must be in an <u>unsealed</u> envelop
- The note card must indicate the <u>speaker's title</u> (Mr., Ms., Professor, etc.) as indicated on the "Meeting Schedule" on the last page of this syllabus, followed by her or his last name
- The note card should dwell on some **positive** insight or comment about the speaker's presentation
- The note card must be turned- in <u>one week</u> after your speaker's presentation, preferably at the beginning of the next speaker session (and for the last speaker delivered to the MPA Program Office by 5 pm on Tuesday, November 13, 2012).
- While it is not possible to describe every aspect of an appropriate note card, your **professional judgment** should provide the needed guidance
- If you have an **excused or unexcused absence** the evening of your assigned speaker, you must write a note for the next speaker or email the TA for approval of another proposed future speaker to whom you will write a note card.

**Failure** to complete and hand-in an appropriate thank-you note card (as judged by the Lead TA) on time will result in a **two-page research paper** on the topic addressed by your assigned speaker or on another activity agreed to by the Lead TA.

3. **Attendance and attentiveness.** You must attentive at all our meetings and attend all our meetings except as noted below.

### Absences

<u>Unexcused absence</u>. <u>One unexcused</u> absence is allowed following our initial meeting on September 4<sup>th</sup>. However, no more than 35 total students may have an unexcused absence for any one session. These 35 slots are available on a first-come first-serve basis. You must register for an unexcused absence spot by using the Discussion Board on our Bb site. Simply open a "New Thread" and enter your NAME and UTEID in the subject field of the new tread you've opened to secure your reservation. The first 35 tread entries will receive an unexcused absence. Reservations open at 6:30 PM on the Tuesday one week before each speaker's presentation date and closes at 5:30 PM on the Tuesday of each speaker's presentation date. *If you reserve one of the 35 unexcused absence slots, but still attend the session, it will still be counted as using your unexcused absence.* 

Each unexcused absence (1) after the first unexcused absence or (2) not within the 35 total student limitation will result in a **two-page research paper** on the topic of the missed Lyceum presentation or on another activity agreed to by the Lead TA. The research paper is not a "penalty" or 'punishment." It merely makes-up for the hours missed in class. This paper is due three weeks from the date of absence. Failure to submit this paper on time will result in a failing grade in the course.

**Excused absence(s)**. You will be **excused** from class if there is a legitimate **documented** reason. An excused absence is *in addition to* your one permitted <u>un</u>excused absence described above. That is, you are allowed one unexcused

absence as well as an excused absence(s). An excused absence(s) requires proper documentation and must be for a "legitimate reason." "Legitimate reasons" and nonlegitimate reasons include the following:

- Your illness or injury
- The illness, injury, or death of a family member
- The observance of an official religious holiday
- Your wedding
- An immediate family member's wedding
- The birth of your child
- Mandatory university events over the scheduling of which you have no control.

Examples of items that are **not** "legitimate reasons" include, but are not limited to:

- Office visits and recruiting events
- A "tight" exam schedule
- Preparing for an exam or project in another class
- Extracurricular activities
- Family reunions
- Attending sports events

A two-pager research paper is required for each missed class for which there is not an excused absence or a registered unexcused absence. Papers will be reviewed by WebAssign, a program that detects plagiarism. This paper is not a "penalty," but merely making-up for the hours missed in class. For example, all employers are well informed that it is a college-wide policy that classes take precedent over recruiting activities. The vast majority of employers follow this code of conduct. However, every semester, a few employers violate the code and schedule an interview in conflict with a class. If the student opts to miss the Lyceum without being able to register for an unexcused absence, the resulting two-page paper required is not a "penalty," but merely making-up for the hours missed in class

If personal circumstances dictate that you must miss five speaker meetings or more for any reason, you must withdraw from the course (or fail the course). It is perfectly understandable if personal circumstances dictate a significant number of absences. However, with more five or more absences from our eight speaker series, you will be missing 62.5% or more of our meetings and course credit will not be possible.

Lyceum Procedures: In 2004, an MPA Student Committee was formed to provide recommendations on Lyceum attire and comportment. Our visitors are influential leaders in their fields and often the impression they develop about the Texas MPA, and share with others, is formed during their Lyceum visit. The student committee was concerned that Lyceum participants were not representing our program in a manner consistent with a premier masters program.

The committee's recommendations included the following were instituted.

1. **Attire**. Required Lyceum attire is intended to project a professional image without being too uncomfortable. If you wish to check-out an MPA locker to store clothes before the Lyceum please see the receptionist at the MPA Program Office (GSB 4.112C). Above all, you are expected to exercise your professional judgment in determining an adequate image. Ties and dresses are not necessary. To be fair to all class participants and respectful of our guests, a class participant who is inappropriately attired will not be able to participate in that evening's lyceum, hence it will be counted as an unexcused absence.

While it is not possible to list every type of inappropriate clothing, examples of dress items to avoid are indicated below.

- **Dirty T-shirts**
- Ragged Shorts
- Baseball caps
- Workout clothes
- Flipflops
- 2. **Signing-in**. At the beginning of each Lyceum session please register your attendance. Of course, it should go without saying that you cannot register for another student or be registered by another student, both of which would violate the scholastic dishonesty code.
- 3. **Departing.** Please do not prepare to leave or leave the Lyceum before it is officially adjourned. If you need to step out for a few minutes leave your UT ID with a TA at the exit doors and retrieve it when you return to the room. There may be exit registration on a random basis.
- 4. **Attentiveness**. Please be fully attentive to our guest speakers. Naturally this means not whispering to one another, or doing homework, texting, tweeting, smart phone web surfing, or other non-Lyceum activities. The stage provides a bird's eye view of the audience so it is easy for a speaker to notice if anyone is disrespectful--I think you'll agree that we don't want that.
- 5. **Promptness**. Please be seated and ready to go by 5:10 p.m. and please stay seated for the entire Lyceum session. If you have ever spoken to groups, you know that a few audience members getting up can be very distracting. Your attention reflects the respect our speakers deserve.
- 6. Food and drinks prohibited. Please, do not bring food or drinks into the Lyceum hall.

Communication: MPA Lyceum correspondence will be communicated via Blackboard (emails or postings) and/or placed in your mail slot. It is a challenge to keep up with other addresses you might have so please check your UT address associated with Blackboard. It is recommended that you check your mail slot and university e-mail regularly.

# I'M LOOKING FORWARD TO JOINING EVERYONE, IT'S ALWAYS AN ADVENTURE!

# MPA DISTINGUISHED SPEAKER LYCEUM MEETING SCHEDULE

# Fall 2012

Fan 2012			
<u>Date</u>	<u>Presenter</u> <u>ba</u>	Your assigned speaker is use on your last name below	
September 4	Steve Limberg Course Instructor Organizational Meeting		
September 11	Mr. Oliver G. Halle President Oliver G. Halle & Associates, Inc. Former FBI Special Agent Accompanied by: Mr. Josh Kenyon, and	Ahmed - Charania  Charrier - Eisbrenner	
	Ms. Diann Cattani	Elizondo - Han	
September 18	Mr. William O'Hara Senior Vice-President, Co-Brand and Affinity Programs Morgan Stanley Dean Witter & Co Faculty member, Department of Accounting, UT-Austin		
September 25	Mr. Phil Nemy Executive Director, UT Los Angeles Center, and teacher "How Hollywood Works: The Business of Show Business		
October 2	Mr. Stephen Hill Vice-Chair Strategic Investments KPMG LLP	Licona - Osborne	
October 9	Ms. Holly Paul U.S. Recruiting Leader PwC LLP	Owens - Ravinutala	
October 16	NO CLASS		
October 23	Mr. Robert E. Malone Senior Vice President of Finance North America division BASF	Reggio - Tamayo	
October 30	Mr. David Williams Chief Executive Officer, Financial Advisory Services Deloitte LLP	Terracina - Weissgarber	
November 6	Mr. Harvin C. Moore III Consultant Attorney and Author	Welch - Zhu	