Golden Rule: Protect your MPA brand through professional behavior—you’re an MPA for life.

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.

Our guest speakers are highly accomplished, represent diverse areas relevant to professional development, graciously give of 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: Meeting times and locations are:
- **5:10 – 6:30 pm** on the Tuesdays shown in the course schedule at the back of this syllabus
- **UTC 2.102A**

To register your Lyceum attendance, please have your UT identification card scanned at one of the laptop registration stations near the door to our meeting room. Therefore,
- Please bring your UT identity card to Lyceum
- Make sure that after scanning your 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.
**Meeting Time:**  The sign-in and meeting times are as follows.

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:45 p.m.</td>
<td>Sign-in begins</td>
</tr>
<tr>
<td>5:10 p.m.</td>
<td>Please be seated and ready to listen to our presenters. Sign-in ends and scanners will be deactivated shortly after this time.</td>
</tr>
<tr>
<td>5:10 – 6:30 p.m.</td>
<td>Presentation. When the general assembly is adjourned please feel free to approach our presenters with individual questions and introductions</td>
</tr>
</tbody>
</table>

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

1. Completion of a syllabus quiz, which is on Canvas
2. One speaker thank-you note for a speaker you are assigned as indicated in the course schedule at the end of this syllabus
3. Attendance and attentiveness in class
4. Submission of a speaker evaluation survey at the end of the course

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

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due</th>
<th>Failure to complete the requirement results in:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Canvas <strong>Syllabus Quiz</strong></td>
<td>Tues., Sept. 9, 4:00 pm</td>
<td>No course credit</td>
</tr>
<tr>
<td>2. One speaker <strong>thank you note</strong></td>
<td>Due one week after your assigned speaker^</td>
<td>2-page paper* or Lead TA-approved alternative activity</td>
</tr>
<tr>
<td>3. <strong>Attendance and Attentiveness</strong></td>
<td>a. Up to 3 documented <strong>excused</strong> absences</td>
<td>For each <strong>un</strong>excused absence beyond the first reserved unexcused absence: A 2-page paper* on a topic approved by the Lead TA or Lead TA-approved alternative activity</td>
</tr>
<tr>
<td></td>
<td>b. 1 reserved <strong>unexcused</strong> absence (i.e., a freebee) –reserved by entering your NAME and UT EID in the first “Reply” box in Canvas “Discussion.” (limit = 35 students per session)</td>
<td>more than 4 absences for any reason → no course credit (should withdraw)</td>
</tr>
</tbody>
</table>

4. Canvas **Speaker Evaluation Survey** | Due no later than midnight, Nov. 18, but you may wish to update it as you hear each speaker | No course credit |

^ If the next speaker is not for two weeks, please submit your thank you at the meeting two weeks after your speaker assignment. If your speaker is the last speaker, please drop your thank you note off at the MPA Program Office within a week.

*approximately 500 words
Four Course Requirements--detail: The four course requirements summarized in the table above are described in more detail below.

1. Canvas syllabus quiz. A syllabus quiz is available and is due Tues., Sept. 9, at 4:00 pm. 12 multiple choice questions, 3 attempts at each question, more than 1 answer is possible in some questions, more than 2 wrong questions and you must retake the quiz or receive no course credit. You may refer to your syllabus, classmates, or any other resources to complete the quiz, but the final input and submission should be your own.
   Non-completion will result in no course credit.

2. One speaker thank-you note card. You must write a thank note to one speaker.
   - You are assigned a speaker based on your last name as indicated in the course schedule at the back of this syllabus.
   - It is your responsibility to acquire a note card
     - The note card should have a matching envelope and fold open enabling your comments on the inside. It should not be an index card or crafted from regular paper that is folded, cut or otherwise improvised to look like a note card
     - The note card and envelope should indicate the speaker’s title and name (Mr., Ms., Professor, etc.) as indicated on the “Meeting Schedule” on the last page of this syllabus
   - Your note should:
     - Be three sentences or more
     - Address some positive insight about the speaker’s presentation
     - Employ your professional judgment for guidance on what is a good note
   - Hand-in your note one week after your speaker’s presentation.
     - Insert your note card in its envelope, but do not seal the envelope
     - There will be a box at the scanning desk in which you can deposit your card the week after your speaker’s presentation.
     - If you are not attending the meeting following your speaker’s session, deliver your card to the front desk of the MPA Program Office the week after your speaker’s presentation.
     - If the next speaker is not for two weeks, submit your note at the meeting two weeks after your speaker’s presentation.
     - If your speaker is the last speaker
       - Drop your note off at the front desk of the MPA Program Office within a week after our last class meeting
       - If you miss the last meeting and you are assigned to this speaker, write a note for the preceding speaker
     - If you are absent the evening of your assigned speaker, write a note for the next speaker or email the Lead TA for approval of another future speaker to whom you will write a note.
   - Do not mail your note—it will be mailed by the MPA Program Office. You need not provide a stamp.

If you do not hand-in an appropriate thank-you note (as judged by the Lead TA) on time, for course credit on this assignment you may write a 2-page paper (approximately 500 words) on the topic addressed by your assigned speaker or on another activity agreed to by the Lead TA.
— This paper is an **incentive** to write your assigned note on a timely basis and, if you are not able to do so, it provides an alternative enabling you to receive course credit.
— The 2-page paper is **due three weeks** from the date of absence.
— Failure to submit this paper on time will result in no course credit.
— Papers will be reviewed by the Lead TA and a program that identifies plagiarism. For more information about plagiarism see [http://plagiarism.org/](http://plagiarism.org/).

3. **Attendance and attentiveness.** The major requirement of this course is to attend all our meetings and to be attentive.

**Excused absence(s).** You will be **excused** from class **without an extra assignment** if there is a legitimate **documented** reason. An excused absence(s) must be for a “legitimate reason.” “Legitimate reason” includes, for example, 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 the scheduling of which you have no control, with the Lead-TAs approval.

**Examples** of activities 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

**Unexcused absence.** One **unexcused** absence (i.e., a freebee) is allowed following our initial meeting on September 2nd. 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 register** for an unexcused absence by entering your **NAME** and **UT EID** in the first “Reply” box in Canvas “Discussion.” At 7:30 pm following each speaker, reservations will open for the next speaker. Reservations close at 5:30 pm on the Tuesday of each speaker’s presentation date.

**If you attend a session you have reserved,** it will still be counted as using your unexcused absence.

Each unexcused absence (1) not within the 35 total student limitation or (2) after the first unexcused absence will result in a **2-page paper** approximating 500 words on the topic of the missed Lyceum presentation or another activity agreed to by the Lead TA.
— The 2-page paper is **not a “penalty”** or ‘punishment.” It merely makes-up for the hours missed in class and is fair to your colleagues who attend the Lyceum.
— The 2-page paper is **due three weeks** from the date of absence.
— Failure to submit this paper on time will result in no course credit.
— Papers will be reviewed by the Lead TA and a program that identifies plagiarism. For more information about plagiarism see http://plagiarism.org/.
— The most common reason for unexcused absences is conflicting employer recruiting activities, which is not an excused absence. If needed, the 2-page paper enables you to achieve your goal of attending recruiting activities and still receive credit for the course. At the same time, the McCombs Career Services Code of Conduct makes it clear to all employers and students that classes take precedent over recruiting activities. All employers are well informed that this is a college-wide policy. If an employer is placing you in a difficult position please contact your MPA career consultant. The vast majority of employers follow the code of conduct. However, every semester, a few employers violate the code and schedule a recruiting event in conflict with a class.

If more than 4 of our 8 class meetings are missed for any reason after our first meeting, it is not possible to give you credit for the course. Therefore, please withdraw from the course or you will receive non-credit for the course. It is perfectly understandable if personal circumstances dictate a significant number of absences. However, more than four absences of any kind from our eight meetings, you will be missing more than 50% of a course in which attendance and attentiveness are the primary requirements. Therefore, course credit will not be possible.

Attentiveness

If you are observed to be non-attentive in class, it will be treated like an unexcused absence in every way, including the requirement to submit a 2-page paper. Examples of non-attentiveness include texting, tweeting, web browsing, doing homework, studying for an exam, talking with friends, and the like. 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.

4. Canvas speaker evaluation survey. This survey is due no later than midnight Nov. 18, but you may wish to update it as you hear each speaker. Non-completion will result in no course credit.

Lyceum Procedures

1. Attire. Lyceum attire should project a positive image without being uncomfortable. Please use your professional judgment in determining appropriate attire. In the interest of comfort in Texas, casual attire is appropriate and business casual attire is not necessary.

Unacceptable attire during Lyceum will be treated like an unexcused absence in every way, including the requirement to submit a 2-page paper

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

- Ragged or dirty t-shirts and shorts
- Baseball caps worn during Lyceum
- Soiled workout clothes
- Flipflops
2. **Signing-in.** At the beginning of each Lyceum session please register your attendance at the scanning station. 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 rustle belongings or otherwise prepare to 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.

5. **Promptness.** Please be seated and ready to hear our speaker 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 Canvas (emails or postings) and/or placed in your mail slot. It is a challenge to keep up with other addresses so please check your UT address associated with Canvas. 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 2014

4:45 pm sign-in begins - 5:10 pm be seated and ready, presentation begins

<table>
<thead>
<tr>
<th>Date</th>
<th>Presenter(s)</th>
<th>Your assigned speaker</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>based on your last name below</td>
</tr>
<tr>
<td>Sept. 2</td>
<td>Course Overview</td>
<td></td>
</tr>
<tr>
<td>Sept. 9</td>
<td>Canvas Syllabus Quiz due by 4:00p</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mr. Phil Nemy</td>
<td>Abshire - Chang</td>
</tr>
<tr>
<td></td>
<td>Executive Director, UT Semester in LA Program</td>
<td></td>
</tr>
<tr>
<td>Sept. 16</td>
<td>Mr. Jim Franklin, MPA Program Director</td>
<td></td>
</tr>
<tr>
<td>Sept. 23</td>
<td>Ms. Mahala Guevara Skinner and Lara, PC</td>
<td>Chesnut - Feldkamp</td>
</tr>
<tr>
<td>Sept. 30</td>
<td>No class</td>
<td></td>
</tr>
<tr>
<td>Oct. 7</td>
<td>Mr. Carl Allegretti</td>
<td>Fierro - Joslin</td>
</tr>
<tr>
<td></td>
<td>Chairman &amp; CEO, Deloitte Tax</td>
<td></td>
</tr>
<tr>
<td>Oct. 14</td>
<td>Ms. Helen Sharkey</td>
<td>Jung - McKnight</td>
</tr>
<tr>
<td></td>
<td>Former Dynegy Accountant</td>
<td></td>
</tr>
<tr>
<td>Oct. 21</td>
<td>Coach Mack Brown</td>
<td>McNaughton - Rooney</td>
</tr>
<tr>
<td></td>
<td>UT Longhorns Football 1998 -2013</td>
<td></td>
</tr>
<tr>
<td>Oct. 28</td>
<td>No class</td>
<td></td>
</tr>
<tr>
<td>Nov. 4</td>
<td>Mr. Charles Barnett</td>
<td>Russo - Tseng</td>
</tr>
<tr>
<td></td>
<td>Recent President &amp; CEO of Seton Healthcare Family</td>
<td></td>
</tr>
<tr>
<td>Nov. 11</td>
<td>Ms. Jeannette Franzel</td>
<td>Tyson - Zumot</td>
</tr>
<tr>
<td></td>
<td>Board Member, Public Company Accounting Oversight Board</td>
<td></td>
</tr>
</tbody>
</table>

**End of meetings**

Nov. 18 Speaker survey due by midnight