

CENTRAL MICHIGAN UNIVERSITY
MSA 602 SYLLABUS
Fall 2019

IDENTIFYING INFORMATION

Course: MSA 602 Financial Analysis, Planning, and Control

Term: Fall 2019

CRN: 22374195

Location: Rowe 229

Course Dates and Times: Mondays -5:30-8:20 p.m.; 8/26/2019 – 12/9/2019

Instructor: Dr. Michael Dillon

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Phone Number: Cell: 989-941-6330

Office Hours: I would be happy to set a time to meet with you. Please call or email for arrangements.

Academic Biography: Dr. Michael Dillon has been a fixed term faculty member, and now a Lecturer II, at Central Michigan University since January of 2016 for the Master of Science of Administration program, and has taught MSA 502, 503, 506, 510, 600, 601, 602, 603, 604, 647, 677, 698, and 699. Prior to his current role, he has served as an adjunct faculty member at various universities. He has a work history in higher education and finance, has taken leadership roles in multiple non-profits, and has numerous academic publications and conference presentations. Research interests include collaborative action and power dynamics, adult learning theory, organizational learning, critical human resource and organizational development theory, leadership theory, action research methodology, hybrid and online learning, and qualitative research. Dr. Dillon holds an Ed.D. in Adult Education and Human Resource and Organizational Development from the University of Georgia, a Master of Arts in Organizational Leadership from Gonzaga University, a Dual Bachelors of Arts in Economics and Philosophy from the University of Pittsburgh, and recently completed a Project Management certificate at Central Michigan University. Dr. Dillon is originally from Pittsburgh, PA and currently resides in Midland, MI with his two teenage children and a rescue Terrier named Foxy.

Prerequisite: Accounting Competency (as outlined in the Bulletin program requirements)

II. TEXTBOOKS AND INSTRUCTIONAL MATERIALS

Required Texts: *Foundations of Finance*. Author: Keown, Arthur J.; Martin, John D.; and Petty, J. William 2017, 9th edition. Publisher: Pearson Publishing Co. ISBN: 978-1-323-47485-3

III. COURSE DESCRIPTION

Study of financial analysis, planning and control techniques/methods, emphasizing mechanisms used to determine the overall financial health of private, public and non-profit organizations. This course may be offered in an on-line format.

IV. COURSE GOALS AND OBJECTIVES

1. Appraise an organization's financial health by evaluating data derived from management and managerial accounting practices and functions.
2. Compare the similarities and differences between the financial objectives of private, public, and non-profit organizations.
3. Assess, interpret, and understand financial statements and information to determine an organization's financial position and health.
4. Apply and evaluate analytical models used to evaluate financial performance.
5. Investigate the roles that budgeting play in financial decision-making for long-term and short-term financial planning.
6. Examine various sources of capital and how funds are raised by organizations.
7. Recommend and apply strategies and principles of financial management to the allocation of funds to secure the long-term profitability and/or goal attainment of organizations.
8. Incorporate the use of finance and accounting tools and principles into organizational analysis.

V. METHODOLOGY

In this face-to-face course, it is vital that students (and the instructor) fully participate and engage. This means "bringing" your work/life/academic experiences to the classroom. Rich classroom dialogue and classroom practice is critical to your success in the course and will need to be taken seriously. In order to be prepared for class: read the material, contemplate the concepts and how they relate to your experiences and career goals, and fully engage. We will engage in classroom discussions, practicing of concepts in class, paper assignments, quizzes, individual presentations, and regular reading of the textbook.

VI. COURSE OUTLINE/ASSIGNMENTS

<u>Week</u>	<u>Dates</u>	<u>Topics</u>	<u>Readings</u>	<u>Assignments*</u>	<u>Class Meeting</u>
1	8/26 – 9/1	The scope and environment of financial management	Chapter 1		8/26
2	9/2 – 9/8		Chapter 2	Draft of Topic Paper I	No
3	9/9 – 9/15		Chapter 3	Topic Paper I	9/9
4	9/16 – 9/22		Chapter 4	Quiz I (Chs. 1-4)	9/16
5	9/23 – 9/29	The valuation of financial assets	Chapter 5		9/23
6	9/30 – 10/6		Chapter 6	Topic Paper II	9/30
7	10/7 – 10/13		Chapter 7		10/7
8	10/14 – 10/20		Chapter 8		10/14
9	10/21 – 10/27		Chapter 9	Quiz II (Chs. 5-9)	10/21

10	10/28 – 11/3	Investment in long-term assets	Chapter 10	Topic Paper III	10/28
11	11/4 – 11/10		Chapter 11	Submit your Presentation Idea for Approval	11/4
12	11/11 – 11/17	Capital structure and dividend policy	Chapter 12		11/11
13	11/18 – 11/24		Chapter 13	Quiz III (Chs. 10-13)	11/18
14	11/25 – 12/1	Working-capital management and international business finance	Chapter 14	Topic Paper IV	11/25
15	12/2 – 12/8		Chapter 15 & 16	Quiz IV (Chs. 14-16)	12/2
16	12/9			Presentations	12/9
*All assignments due by Sunday 11:59pm EST of week noted unless otherwise indicated. No work accepted after 12/9/19.					

VII CRITERIA FOR EVALUATION

Evaluation:

Assignment	Points
Brief News Article Presentation	25
Draft of Topic Paper I	20
Topic Paper I	120
Topic Paper II	120
Topic Paper III	120
Topic Paper IV	120
Quiz I	75
Quiz II	75
Quiz III	75
Quiz IV	75
Administrative Problem Presentation	100
Class Engagement	75
Total	1000

Assignment Details:

Brief News Article Presentation: Each student will be given a class meeting date to speak about a current event that you learned about in a podcast, which relates to some aspect of the course material. You should be prepared to talk about what you learned and how it connects with course concept(s) for 5-10 minutes and take questions from your classmates. PowerPoint is not required. Podcast ideas will be provided in Blackboard.

Topic Papers (I-IV): For the topic papers, you are to find a recent news story, or an issue within an organization you are part of, and relate it to one or more of concepts discussed in the course (see the paper numbers and chapter connections below). You will need to explain in depth how the concepts connect with the issue in the news story and/or could address the issue. The paper should be 4-5 pages in length with at least 2 scholarly references (the text book is not a scholarly reference, but can be used as an additional reference). Use APA style, including APA section headings.

- I. Chs. 1-2 (includes a quality draft submission one week prior)
- II. Chs. 3-6
- III. Chs. 7-10
- IV. Chs. 11-16

Introduction of the issue	20
Connection with course concepts	80
APA / Grammar / Structure / References	20
Total	120

Quizzes (I-IV): There will be four quizzes covering all chapters of the textbook (see the breakdown below). Quizzes may consist of multiple choice, true or false, and essay questions. Each quiz will be taken in Blackboard, consists of 15 questions, and is timed at 45 minutes.

- I. Chs. 1-4
- II. Chs. 5-9
- III. Chs. 10-13
- IV. Chs. 14-16

Administrative Problem Presentation: In this presentation, you are presenting a problem that you have noticed at an organization you are familiar with, and how one or more concepts relates to the problem. You are to present to the class as if we are the stakeholders of an organization. Provide a solution in your presentation. You must submit your topic idea in advance.

Quality of Presenting	20
Quality of Material Presented	80
Total	100

Class Engagement: Class Engagement grade will be based attendance and engagement as described below.

Class Engagement		
Engagement	Preparation (outside of class)	Participation (in class)
I am Fully Engaged	Exemplary Preparation I read carefully and research background information on the author/topic ahead of time. I research social, cultural, historic, economic, political connections to the text/topic.	Animated Participation I attend class and I speak daily. I try to advance the conversation by presenting evidence to support my ideas. I present related research, implications, or complexities in the text/situation/topic.

	I consider the course's Essential Questions as I prepare.	
I am Occasionally Engaged	Novice Preparation I read assignments ahead of time. I do basic research to understand the material, but I do not go beyond the obvious. Sometimes I consider the course's Essential Questions as I prepare.	Occasional Participation I attend class daily. I speak occasionally—mainly when called upon by the professor. Sometimes I present general evidence to support my position.
I'm not sure how to be engaged; I need some direction	Inadequate preparation Sometimes I do the reading. I don't research to understand the material, nor do I go beyond the obvious.	Inadequate participation My attendance is inconsistent. I participate only when prompted.
I am Disengaged	No Preparation I neither read nor research before class.	No Participation My attendance is inconsistent. I do not speak in class.
Source: Stephanie Almagno, PhD, http://www.facultyfocus.com/articles/effective-teaching-strategies/participation-points-making-student-engagement-visible/?utm_campaign=Faculty%20Focus&utm_content=50702409&utm_medium=social&utm_source=linkedin		

Late Assignments: 20% penalty for each day late. No work accepted after 10/16/19.

Make-ups and Rewrites: Not accepted

Attendance Policy: Students need to be present and engaged for each class meeting, and to keep abreast of any announcements in Blackboard.

Grading Scale:

94% or above : A	,	87% - 89% : B+	,	77% - 79% : C+	,
90% - 93% : A-	,	84% - 86% : B	,	74% - 76% : C	,
		80% - 83% : B-	,	Below 74% : E	.

General:

1. Academic Dishonesty: Written or other work which a student submits must be the product of his/her own efforts. Plagiarism, cheating, and other forms of academic dishonesty, including dishonesty involving computer technology are prohibited. Further information on Academic Dishonesty can be found in the current Bulletin.
2. ADA: CMU provides individuals with disabilities reasonable accommodations

to participate in educational programs, activities and services. Students with disabilities requiring accommodations to participate in class activities or meet course requirements should contact Student Disabilities Services at 989-774-3016 or by e-mail at sds@cmich.edu at least 4-6 weeks prior to the start of class. SDS is located in the Park Library, room 120. Students may find additional information and forms at http://www.cmich.edu/Student_Disability_Services.htm .

Student's Rights and Responsibilities: <http://www.cmich.edu/policies-procedures/code-student-rights>

SELECTED BIBLIOGRAPHY

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- Droms, W. G., & Wright, J. O. (Eds.). (2010). *Finance and accounting for nonfinancial managers: All the basics you need to know (6th ed.)*. New York, NY: Basic Books.
- Epstein, M. J., Manzoni, J. F., & Davila, A. (Eds.). (2010). *Performance measurement and management control: Innovative concepts and practices*. Bingley, England: Emerald.
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- Helbaek, M., Lindest, S., & McLellan, B. (Eds.). (2010). *Corporate finance*. New York, NY: Open University Press.
- Louderback, Joseph G. III and Holmen, Jay S. *Managerial Accounting (10th Edition)* Boston: Thompson Publishing Company 2003
- Macintosh, N. B., & Quattrone, P., (Eds.). (2010). *Management accounting and control systems: An organizational and sociological approach (2nd ed.)*. Hoboken, NJ: John Wiley & Sons.
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- Sagner, J. S. (2011). *Essentials of working capital management*. New York, NY: Wiley.
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