

Course Outline of Record

1. Course Code: BUAC-004
2.
  - a. Long Course Title: Tax Accounting I - Individuals
  - b. Short Course Title: TAX ACCTG I-INDIVIDS
3.
  - a. Catalog Course Description:
 

This course provides students with tax information for both personal and career interests. Students learn tax information with the current laws and regulation available for preparation of personal tax returns and tax returns of others. Tax planning issues for the current and later years are considered.
  - b. Class Schedule Course Description:
 

This course provides students with tax information for both personal and career interests.
  - c. Semester Cycle (if applicable): N/A
  - d. Name of Approved Program(s):
    - ACCOUNTING Certificate of Achievement
4. Total Units: 3.00      Total Semester Hrs: 54.00  
 Lecture Units: 3      Semester Lecture Hrs: 54.00  
 Lab Units: 0      Semester Lab Hrs: 0  
 Class Size Maximum: 40      Allow Audit: No  
 Repeatability No Repeats Allowed  
 Justification 0
5. Prerequisite or Corequisite Courses or Advisories:
 

*Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm I-A)*

 Advisory: MATH 060
6. Textbooks, Required Reading or Software: (List in APA or MLA format.)
  - a. Hoffman and Smith (2016). South-Western Federal Taxation - Individual Income Taxes Cengage Learning.

College Level: Yes  
 Flesch-Kincaid reading level: 12.7
7. Entrance Skills: *Before entering the course students must be able:*
  - a. Demonstrate competence in addition, multiplication, division, and subtraction.
    - MATH 060 - Compute using the four basic operations of addition, subtraction, multiplication, and division on the rational numbers in both fraction and decimal form.
  - b. Demonstrate the ability to work with fractions, decimals, percentages, signed numbers and basic equations.
    - MATH 060 - Apply the basic operations to solve application problems that involve whole numbers, integers, and rational numbers.
    - MATH 060 - Apply methods of conversion between percents, decimals, and fractions.
8. Course Content and Scope:
 

Lecture:

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|--|
| <ol style="list-style-type: none"> <li>1. Introduction to taxation and understanding of the federal and California tax law</li> <li>2. Working with the tax law</li> <li>3. Tax determination, personal and dependency exemptions, an overview of property transactions</li> <li>4. Concept of gross income</li> <li>5. Exclusions from gross income</li> <li>6. Deductions and losses</li> <li>7. Certain business expenses and losses</li> <li>8. Depreciation, cost recovery, amortization and depletion</li> </ol> |
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9. Itemized deductions
10. Passive activity losses
11. Alternative minimum tax
12. Tax credits and payment procedures
13. Determination of gain or loss on property transactions
14. Nontaxable exchanges
15. Capital gains and losses
16. Section 1231 and recapture provisions
17. Accounting periods and methods
18. Deferred compensation

Lab: (if the "Lab Hours" is greater than zero this is required)

9. Course Student Learning Outcomes:

1.

Demonstrate comprehension of the basic structure of the federal tax laws relating to tax preparation and planning for individuals

10. Course Objectives: *Upon completion of this course, students will be able to:*

- a. Demonstrate an understanding of the basic structure of the federal and, to a lesser extent, the State of California personal income tax system.
- b. Demonstrate comprehension of the necessary laws and regulations relating to intelligent tax preparation and planning.
- c. Develop strategies for controlling the income tax consequences of events yet to occur.
- d. Demonstrate an understanding of the concept of legal tax avoidance and/or deferral.
- e. Explain the role of tax planning in the scope of personal financial affairs.

11. Methods of Instruction: *(Integration: Elements should validate parallel course outline elements)*

- a. Demonstration, Repetition/Practice
- b. Distance Education
- c. Lecture

Other Methods:

In-class practice - includes feedback, coaching, and evaluation by the instructor

12. Assignments: *(List samples of specific activities/assignments students are expected to complete both in and outside of class.)*

In Class Hours: 54.00

Outside Class Hours: 108.00

a. In-class Assignments

1. Attendance of lectures including the taking of detailed notes and participation in classroom discussion.
2. Examinations of various types, such as problem sets, essay, and multiple choice.

b. Out-of-class Assignments

1. Readings in the textbook and in recommended supplementary literature.
2. Completion of on-line homework assignments including chapter exercises and problem sets.

13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*

- Computational/problem solving evaluations
- Group activity participation/observation
- True/false/multiple choice examinations
- Mid-term and final evaluations

14. Methods of Evaluating: Additional Assessment Information:

- a. Review of homework assignments on all course objectives
- b. Multiple-choice examinations on all course objectives
- c. Short quizzes on all course objectives
- d. Group problem-solving situations on all course objectives
- e. Comprehensive end-of-semester problem, such as preparing a tax return.

15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*

PO - Career and Technical Education

- Fulfill the requirements for an entry- level position in their field.
- Apply critical thinking skills to execute daily duties in their area of employment.
- Apply critical thinking skills to research, evaluate, analyze, and synthesize information.
- Display the skills and aptitude necessary to pass certification exams in their field.
- Exhibit effective written, oral communication and interpersonal skills.
- Transfer to a higher level learning institution

IO - Personal and Professional Development

- Demonstrate an understanding of ethical issues to make sound judgments and decisions.

16. Comparable Transfer Course

|                          |               |                      |                     |                     |
|--------------------------|---------------|----------------------|---------------------|---------------------|
| <b>University System</b> | <b>Campus</b> | <b>Course Number</b> | <b>Course Title</b> | <b>Catalog Year</b> |
|--------------------------|---------------|----------------------|---------------------|---------------------|

17. Special Materials and/or Equipment Required of Students:

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18. Materials Fees:  Required Material?

|                         |                      |                   |
|-------------------------|----------------------|-------------------|
| <b>Material or Item</b> | <b>Cost Per Unit</b> | <b>Total Cost</b> |
|-------------------------|----------------------|-------------------|

19. Provide Reasons for the Substantial Modifications or New Course:

Remove English 70 Advisory

- 20. a. Cross-Listed Course (*Enter Course Code*): *N/A*
- b. Replacement Course (*Enter original Course Code*): *N/A*

21. Grading Method (*choose one*): Letter Grade Only

22. MIS Course Data Elements

- a. Course Control Number [CB00]: CCC000216341
- b. T.O.P. Code [CB03]: 50200.00 - Accounting
- c. Credit Status [CB04]: D - Credit - Degree Applicable
- d. Course Transfer Status [CB05]: B = Transfer CSU
- e. Basic Skills Status [CB08]: 2N = Not basic skills course
- f. Vocational Status [CB09]: Possibly Occupational
- g. Course Classification [CB11]: Y - Credit Course
- h. Special Class Status [CB13]: N - Not Special
- i. Course CAN Code [CB14]: *N/A*
- j. Course Prior to College Level [CB21]: Y = Not Applicable
- k. Course Noncredit Category [CB22]: Y - Not Applicable
- l. Funding Agency Category [CB23]: Y = Not Applicable
- m. Program Status [CB24]: 1 = Program Applicable

Name of Approved Program (*if program-applicable*): ACCOUNTING

*Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)*

23. Enrollment - Estimate Enrollment

First Year: 0

# BUAC 004-Tax Accounting I - Individuals

Third Year: 0

24. Resources - Faculty - Discipline and Other Qualifications:

a. Sufficient Faculty Resources: Yes

b. If No, list number of FTE needed to offer this course: *N/A*

25. Additional Equipment and/or Supplies Needed and Source of Funding.

N/A

26. Additional Construction or Modification of Existing Classroom Space Needed. (*Explain:*)

N/A

27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES

Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes

28. Originator John Gerardi Origination Date 11/15/17