

NOTE  
DATES

GLASSBORO STATE COLLEGE  
Office of the Provost

(R)

Course Approval

Department Educational Administration

Title Financial Accounting for School Systems

Sponsor(s) Dr. Richard L. Wendler No. of Credits 3

3/5/76

Approved by the department Graduate  (X)

Not recommended by the department Undergraduate  ( )

Information copies forwarded: Academic Dean; Chairman; Curriculum Committee

Marcus - Scherb  
Signature: Department Chairman

ACADEMIC DEAN

Course syllabus received

Approved as submitted. Returned to department; open hearing authorized

Approved as revised. Returned to department for concurrence

Returned to department for revision

Comments:

Janece H. Weaver  
Signature: Academic Dean  
Janece H. Weaver  
Dean of Professional Studies

OPEN HEARING

# 75-76-46  
Assigned by  
Curriculum Committee

Forwarded to the Curriculum Committee for review 3/3/76

Copies of proposal forwarded to Curriculum Committee members

Open hearing held by the department 4/9/76

Referred to the Academic Dean for the following reason(s):  
Question into why so according to formal curriculum program!

Signature: Department Chairman

[Signature]  
Signature: Reviewer, Curriculum Committee

NOTE  
DATES

CURRICULUM COMMITTEE

Approved proposal received

Returned to the department for the following reason(s):

Approved by the Curriculum Committee

Presented to Executive Committee of the Faculty Senate as information

Notifications forwarded: Academic Dean; Department Chairman

\_\_\_\_\_  
Signature, Chairman, Curriculum Committee

ACADEMIC DEAN

I have reviewed the final documents as approved and concur with same. Budget, faculty and library resources are adequate for immediate implementation.

I have reviewed the final documents as approved and concur with same. Budget, faculty and/or library allocations for the current academic year are inadequate for immediate implementation or implementation in the next fiscal year. The earliest that the proposal might be implemented would be \_\_\_\_\_.

HEGIS Taxonomy Number: \_\_\_\_\_

\_\_\_\_\_  
Signature: Academic Dean

Copies forwarded: Chairman, Curriculum Committee: Department Chairman:  
Provost; Registrar

REGISTRAR

Approved course description received

\_\_\_\_\_  
Signature, Registrar

PROVOST

Official copy and approval sheet filed

\_\_\_\_\_  
Signature, Provost (or designee)

NOTE  
DATES

Course Approval

Department Educational Administration

Title Financial Accounting for School Systems

Sponsor(s) Dr. Richard L. Wendler No. of Credits 3

3/5/76

Approved by the department Graduate (X)

Not recommended by the department Undergraduate ( )

1/2/76

Information copies forwarded: Academic Dean; Chairman; Curriculum Committee

Maurice Scherba  
Signature: Department Chairman

ACADEMIC DEAN

Course syllabus received

Approved as submitted. Returned to department; open hearing authorized

Approved as revised. Returned to department for concurrence

Returned to department for revision

Comments:

Janice F. Weaver  
Signature: Academic Dean  
Janice F. Weaver  
Dean of Professional Studies

OPEN HEARING

#  
Assigned by  
Curriculum Committee

Forwarded to the Curriculum Committee for review

Copies of proposal forwarded to Curriculum Committee members

Open hearing held by the department

Referred to the Academic Dean for the following reason(s):

Signature: Department Chairman

Signature: Reviewer, Curriculum Committee

I. Course Title: Financial Accounting for School Systems  
Department: Educational Administration  
Sponsor: Dr. Richard L. Wendler

II. Level: Graduate  
Credit: 3  
Prerequisite: None  
Course Position: One of the courses required for certification in School Business Administration.  
Implementation: Fall, 1976

III. Staff: Current Staff

Library Facilities/  
Needs: Additional library titles and periodicals should be added.

Space Needs: Currently adequate

Course Uniqueness: The course will deal with the theory and practice of school financial accounting, with emphasis on New Jersey school accounting requirements.

Specific Objectives: At the end of this course, each student will have the knowledge, insights, and skills to enable him/her:

1. To provide a complete record of all financial transactions of the school system.
2. To summarize, with reasonable promptness, financial transactions of the school system in financial reports required by proper, effective and efficient administration.
3. To provide financial information which would be helpful for budget preparation, adoption, and execution.
4. To provide financial controls or safeguards for the school system's money and property.

An increasing number of school districts are hiring school business administrators and/or are asking current school board secretaries to acquire school business administration certification. Even if not required by their district, many school board secretaries are upgrading their certification to school business administrator. Currently, within the seven county South Jersey area there are approximately 190 school business persons, of whom just 36 (19%) have their SBA certification. In addition, many school district administrators are interested in adding school business administration to their administrative certification.

If one of the purposes of Glassboro State College is to serve the entire South Jersey community, then it is important that we provide courses and the program necessary to prepare school business administrators.

At the present time, a would-be school business manager must travel to Philadelphia or to central New Jersey in order to take all the courses necessary for School Business Manager certification. With the addition of the Financial Accounting for School Systems Course, all courses would be available at Glassboro State College for serving the school business administrator and school administrators within our seven-county professional community.

VI. The following parties have been consulted, both as to the need and to the content of the course. All parties contacted strongly support the course proposal.

Mr. Preston Gunning - SBM, Camden Public Schools

Mr. Ralph Martin - SBM, Greater Egg Harbor Regional School District

Mr. James Oszfolk - Chief Auditor, N.J. State Dept. of Education

Ms. Helen Ravelli - School Board Secretary, Northfield Public Schools

Mr. Jay Reed - SBM, Atlantic County Vocational School

Mr. Gustav Ruh - Superintendent of Gloucester County Schools

Mr. Carl Simmons - SBM, Vineland Public Schools

Dr. Herbert Starkey - Consultant, School Finance, N.J. State Dept. of Ed.