

## **SOA's COMMUNICATIONS AND SKILLS DEVELOPMENT SUBCOMMITTEE**



**OBJECTIVE:** The Communications and Skills Development Subcommittee of the Curriculum Committee oversees the development of communications and other skills within the curriculum of the SOA and the University, as it affects accounting students.

**SUBCOMMITTEE MEMBERS:** The subcommittee consists of the least two accounting professors, of whom one is a tenured accounting professor.

### **CONTINUING ACTIVITIES:**

- 1) The subcommittee reviews the content of courses building communications skills.
- 2) Oversee the following SOA objectives:
  - [1] To require at least one writing assignment in each course and graded with feedback for both presentation and content.
  - [2] To provide adequate regular reading or homework assignments for rigorous course instruction.
  - [3] To prepare a sufficient quantity of students with a basic educational foundation for potential entry into a wide range of career opportunities in public practice, private industry, government, not-for-profit organizations, and to enable motivated, high-achieving students to pursue graduate professional accounting education.
  - [4] To provide students with the intellectual and analytical skills necessary to further educate themselves after graduation.
  - [5] To provide students with communication and interpersonal skills, both oral and written, necessary for success in a contemporary accounting environment
  - [6] To provide students with the knowledge to analyze, design, and implement modern information systems, and to use available information technologies including common software programs.
  - [7] To enhance masters student's professional communication skills, both oral and written, necessary for success in a contemporary accounting environment.
  - [8] To provide internships for real world professional accounting or tax experience.

### **Responsibilities for the Subcommittee Chair:**

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- 1) Call a minimum of one meeting every year; prepare an agenda for the meeting; and have a secretary take minutes of the meeting.
  - 2) Maintain a file of records and correspondence, surrendering this file to the succeeding subcommittee chair at the conclusion of the term.
  - 3) Submit to the Director upon request, a year-end committee report.
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