College of Business, Graduate Committee Meeting Minutes

November 2, 2011

Present: Ken Martin, Kathy Brook (ex-officio), Carlo Mora, Tom McGuckin, Sam Gray & John Shonk (ex-officio)

Guests: Liz Ellis & Sherry Mills

I. Call to order

The meeting was called to order at 11:05 a.m. on Wednesday, November 2, 2011 in room 134 of the Business Complex.

Minutes from the meeting of 10/19/2011 were approved.

II. Discussion

• The writing goal of the Peterson/Ellis Strawman pool was considered (see email of 10/26/2011 attached) and was rejected. If the GC were to recommend the addition of a writing course to the MBA program this would require longer term planning. The data supplied by John Shonk from Sherry Mill’s ACCT 503 in the Fall 2011 class on poor and high performing students (see attached) showed that using undergraduate grades in English courses was not a reliable measure of the writing skills at the graduate level. It is recommended that critical thinking is used to help close the loop and to close the gap between writing and critical thinking. Sherry Mills noted that of the three components in her ACCT 503 writing assignment rhetorical choices and clarity meet the 80% test but it is grammar that is below this standard.

• Tara Gray of the Teaching Academy at NMSU presents a writing workshop which may be used by the Graduate Committee. Ken Martin will contact her and see if a workshop can be arranged for the beginning of the Spring 2012 semester.

• A motion was made and passed unanimously that the writing workshop should be made available for the Spring 2012 semester. The workshop should be about one and one-half hours in length. It was noted that MBA faculty should be strongly encouraged to attend particularly as they will be collecting data from their classes toward the writing assignment goal.

• Action items on the Committee Checklist for GC (CC - see attached) for our next meeting on 11/9/2011 include # 4D on Critical Thinking. Data submission of critical thinking from department heads reports and copies of assignments from faculty will be provided for review.

• Item # 4C of the CC on completion of AOL tables for which Carlo Mora will send information to Liz Ellis and have Sherry Mills look at for review. Item # 4E of the CC on curriculum mapping Liz Ellis is waiting to hear from the management department for their input and she will bring to the next meeting on 11/9/2011.

• Item # 8 of the CC on COB Bylaws involves reviewing the GC responsibilities and will recommend any changes to the Faculty Council as deemed necessary.

• Item # 8A of the CC deals with selection of an MBA student member to the GC. Currently there is no member serving on the GC. When this item was last acted upon two years ago there was an email sent to MBA students asking for volunteers. These emails were reviewed by the GC members who in turn voted to select one MBA student for the position. The job description from the COB bylaws will be sent out to MBA students in September 2012 in order to obtain interested MBA students for the position.

• For other items on the CC either completed or in progress please refer to the attached CC.

III Adjournment

The meeting adjourned at 11:55 p.m. The next meeting will be held Wednesday November 9th, 2011 at 11:00 a.m. in room 134 of the Business Complex. Minutes submitted by John Shonk, Secretary