College of Business, Graduate Committee Meeting Minutes

September 5, 2012

Present: Sam Gray, Kathy Brook (ex-officio), Liz Ellis, Robin Peterson, Carlo Mora, Ken Martin, Tom McGuckin, John Shonk (ex-officio), Gavin Clarkson.

I. Call to order

The meeting was called to order at 10:50 a.m. on Wednesday, September 5th, 2012 in the conference room of CoB.

The minutes of 4/18/2012 were approved.

II. Discussion

- Tom McGuckin will continue as the chairman of the GC until the AACSB visit has taken place.
- Kathy distributed names of students who were eligible to receive the Katie Sepich Scholarship (see Sepich Scholarship) which is given to a female MBA student with a 3.0 GPA as of SP 12. It was noted that some students had received C grades or were part-time and were therefore eliminated. After discussion by GC members a student was nominated and they voted unanimously that she be awarded this scholarship.
- Kathy submitted a proposal on the thesis option (see MBA thesis Option Guidelines) within the MBA program. This had been discussed with department heads and a proposal was drafted by Rick Adkisson, department head of economics. Is BA 599, the thesis option, acceptable by the GC in lieu of BA 590? There are currently two LANL candidates who are pursuing this. This brings up two important points within the MBA program: 1) whether we should have a thesis option?; and 2) is the thesis option too open with no guidance and a need for established guidelines? However, it should be noted that students do move before completing the MBA program and the thesis option would give them an opportunity to finish. By the next meeting GC members are to read and edit the “MBA Thesis Option Guidelines” (see attachment). There are standards that a thesis must meet as per the Graduate School guidelines and it should not be considered by MBA students as an easier way to opt out of present capstone course BA 590.
- Tom spoke of his experience this summer with BA 590 in regard to the Sandia and LANL/Santa Fe cohorts and two students who were at remote locations. He was able to have them “join” his classroom on a weekly basis through Adobe Connect. Tom reported this technology, which was not available a few years ago, was very successful and allowed a more dispersed, broader expanse than in the past. Adobe Connect requires that the instructor accept remote members in and consists of video conferencing, application sharing, chat, whiteboard and presentations. Liz noted there was a license required and that she has details if anyone is interested; if faculty within her department were interested and committed to the use of this technology she would make it available to them.
- Kathy has contacted Allen Torell of AEAB agribusiness to set up a joint meeting with the GC to discuss the MBA with an AgriBusiness specialization. The meeting is set for Tuesday September 25th at 4:00 p.m. Kathy will collect the syllabi of the relevant MBA courses and
the current five AEEC courses which are substituted within the MBA program to enable the GC members to discuss their equivalency. It was realized that not all members may be able to attend this meeting.

- John provided a list of three students who are on Academic Probation 1 for the FA 12 semester and other students who had received C or below grades (see Academic Probation). Of the three on Academic Probation one student is transferring to Hawaii to pursue an MBA there and another is not registered this fall semester due to full-time work and family commitments. A currently enrolled student will be contacted by Tom to find out why she received an F grade in BCIS 502 this SP 12 and Carlo will contact Richard Oliver to find out what happened to this student. John had emailed this student and encouraged her to come in to see him but she never replied or phoned. If the student, who is enrolled in BCIS 502 in FA 12, were to receive an A grade this semester her overall GPA would be a 2.0 which is not the 3.0 GPA the Graduate School requires for a student to be in good standing. There are four students who received C and F grades currently at or just above a 3.0 GPA who will be contacted by Tom who will express his concern on their progress within the MBA program asking them to pay attention to their grades. John will provide the email addresses of these students to Tom who in turn will copy John to the emails so they can be placed in the student's files.

- An MBA student who is seeking the MBA with an Information Specialization asked that the GC allow him to substitute BCIS 560 for BCIS 502 (see 2 Graduate School Curr/Question). This student had taken the course equivalents of BCIS 502 at an undergraduate level as per the advice of Jennifer Kreie, ACCT/IS. It was M/S/P that he be allowed this substitution for BCIS 502 and that it also count toward the IS specialization. John will notify the student of the GC decision.

- The issue of Globalization dated 2/29/2012 on the checklist (see Fall 2012 GC Activity Checklist) was discussed as a learning objective within the curriculum of the MBA program; it is a **top priority** that the GC provide guidance in this area as by FA 2013 this goal must be assessed, including the development of performance criteria with assignments and establishment of a rubric. The question was whether the MBA program has adequate coverage of globalization within the MBA courses and where it is covered in the curriculum. It was suggested that Sherry Mills would be a resource to help with this. After reviewing the MBA courses and in some cases noting their minimal globalization content discussion ensued on whether more material should be added to some of the MBA courses. There will be a meeting next Wednesday September 12, 2012 to establish “What is Globalization?” which will be the only agenda item to discuss. Kathy will distribute the AACSB Globalization Report to GC members for them to read before the meeting on 9/12/2012.

- Tom has been contacted by Sherry Mills about making the BA 590 presentation/paper more rigorous; the issue of a separate oral interview with students after the general interview was submitted in the past by Sherry. One GC member thought that this would add too many hours to the final BA 590 exam. It was suggested that Sherry submit a new proposal to the
GC to be considered. It was noted that the Graduate School has no objection to the way BA 590, our capstone course, is currently taught.

- Liz put forth another item which is outstanding from FA 2011 on the GC Activity Checklist. This is an option for a completely online MBA program considering the pros and cons with the resources which are available at NMSU. Tom will draft a report on this item to Dean Carruthers. GC members were polled and a majority had either no experience of online classes or had taught one course in this format; one member had experience but noted that online classes are a lot of work and can be effective if taught right. One GC member noted that we do have the technology to do this. Another pointed out that not every MBA student prefers the online format as a teaching method. It was noted there are many online MBA programs and that NMSU may not be able to compete with them if we want to maintain a quality program. The CoB would probably have to specialize with a target market focus and serve a particular MBA population in a niche market if NMSU does have a competitive advantage in an area. Ultimately the GC sets limits of the MBA curriculum and decides how the MBA should be administered. Also there may be limited markets within New Mexico, which is not a densely populated state. Issues of quality control were discussed and the fact that a majority of MBA students prefer a face-to-face classroom; in view of this it may be difficult for departments within the CoB to offer both a face-to-face and an online class in the same semester due to limited resources and available faculty. A possible solution might be to offer online classes at a regular interval (for example every two years) such as those currently offered within a cohort program. The report to Dean Carruthers should take a straightforward approach to an online MBA program at NMSU, not discussing a specific, targeted population(s) and note that there is some resistance to an all online program.

- Kathy will distribute information on the transfer credit policy to the GC members.

- Kathy brought up the need for an MBA student to serve on the GC and she will follow up on this.

### III Adjournment

The meeting adjourned at 12:15 p.m. The next meeting will be held Wednesday September 12, 2012 at 10:45 a.m. in the conference room 134 in which globalization will be discussed.

Minutes submitted by John Shonk, Secretary