Minutes of the Graduate Committee Meetings – August 19, 2009

Members Present: P. Benson, M. de Boyrie (Chair), G. Hampton, T. McGuckin, S. Mills, Dean K. Brook (ex-officio)

The meeting was called to order and presided by Dean K. Brook

M. de Boyrie was selected Chair of the Committee for the 2009-2010 academic year.

Dean K. Brook provided overview of:

a) The role of GMAT in the admission’s process - in the past a few students have been admitted to the main campus program without having taken the GMAT and are about to graduate without this requirement.

b) Timing of prerequisite completion – some students are currently taking, or have taken in the past, MBA courses prior to taking the prerequisites.

c) Assessment – the committee will be in charge of looking at the results of past assessments and determine what to do next. Goal on Ethics still needs to be addressed.

d) Assistance with MBA reorganization – An admissions’ sub-committee will be formed. This committee will be composed of Dean Carruthers, a member of the Graduate Committee and two members from the College of Business that teach in the MBA program. Hari Sankaran has graciously volunteered to serve in this committee.

e) Student committee member – every semester we need to select an MBA student to serve as a member of Graduate Committee. The election of this member was tables until Dean Brook can determine whether the suggested/nominated student can serve.

f) Involvement of additional faculty in the committee – it was unanimously agreed on that any CoB faculty member who wishes to visit this committee as an ex-office member is welcomed to do so.

g) List of approved electives – Dean Brook will generate and disseminate to the committee members a list of courses that are currently designated as approved electives. The role of the committee members will be to decide whether any course listed should be excluded from the list.

h) Transfer credit policy – this policy must be published and available. The department heads already looked at it and it will now be up to the committee to pursue this issue.

In the 2009 -2010 academic year the Graduate Committee will focus on:

a) Assessment, closing the loop and curriculum issues - goal on ethics, BA 500, alignment of MBA courses with BA 590.

b) Admission’s criteria, GMAT and prerequisites

The following sub-committees were formed:

a) IB specialization – M. de Boyrie and P. Benson will revisit the IB specialization in the MBA program and determine whether it should be terminated or reconfigured so more students can take advantage of this option.

b) Specialization in Agribusiness – G. Hampton and T. McGuckin will revisit the agreement, review the syllabi currently used in AECC substitute courses and determine whether the substitute courses as presented in the Graduate Catalog are current and viable for substitution.

Meeting adjourned until Wednesday, August 26, 2009 at 9:00 am in BC 204.

Agenda for the next meeting includes:

a) Disconforming admission applications

b) IB specialization substitution

c) Election of new secretary

d) Decide which member of the committee will serve in the graduate admission’s sub-committee

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