Minutes of Graduate Committee Meeting of October 4, 2007

Present: Kathy Brook, Hari Sankaran, Rick Adkisson, Phil Benson, Gerald Hampton, Kevin McNelis, and Bobbie Green

The meeting was called to order by Chair, Kevin McNelis

The focus of the meeting was on assessment for AACSB. (NOTE: The Graduate Committee had previously developed two methods of assessment. One is administered during the BA 502 project presentations and has been used for approximately one year. The other was developed last year and the committee is now moving on to implementation.)

Kathy reported that she will be submitting a new course proposal, BA 550, Special Topics. (This was agreed upon in the previous meeting.)

Bobbie will provide the committee with the feedback collected from the most recent (summer 2007) BA 502 course for the committee’s evaluation.

Kevin will send a message to the department heads asking them to help implement the collection of assessment matter. (NOTE: Four goals and the courses in which they will be assessed have been previously identified by the committee. Instructors of MBA courses will identify course materials, test questions, projects, etc… that can serve as assessment instruments. The details were sent out last year.)

Hari asked to be relieved of minute taking duties. It was agreed that the responsibility for taking minutes would rotate among committee members.

Meeting was adjourned.

Rick Adkisson
Minute taker of the moment