Graduate Committee Minutes August 19, 2008

From: de Boyrie, Maria
Sent: Tuesday, August 19, 2008 6:28 PM
To: Business Faculty Mailing List
Subject: Graduate Committee Minutes - August 19, 2008

Dear Business Faculty Members:

Enclosed please find the minutes of the Graduate Committee's August 19 meeting. Please let me know if you have any questions or comments.

Thanks,

Maria
Recording Secretary
Graduate Committee

Graduate Committee Minutes - August 19, 2008 Meeting

The committee elected Rick Adkisson as new chairman of the committee. Maria de Boyrie will be the recording secretary.

The committee will have two main charges during the 2008-2009 academic year.

1. Assessment – the committee will:
   
   a. Begin the development of a formal assessment plan based on the assessment process wheel presented by Pookie Sautter at the Fall 2008 convocation,
   
   b. Revisit the Learning Objectives already established to determine whether changes are necessary,
   
   c. Review the committee's earlier work on assessment of the MBA program,
   
   d. Identify the work already completed by graduate faculty in support of the assessment process,
   
   e. Review Accounting program’s assessment plan to identify compatible processes,
   
   f. Involve MBA faculty members in the design of assessments, including the development of learning objectives, student assignments, and assessment rubrics, and
   
   g. Invite chairman/members of AOL committee to meet with members of the Graduate Committee.

2. Review MBA admission and performance data

Additional Notes:

1. Dean Brook will provide the committee with all relevant information which she possesses. Maria de Boyrie will keep an archive of all the information provided.
2. Sherry Mills will provide Dean Brook with web sites related to assessment at other business schools.
3. Data and admission’s requirement will be provided to the committee members by Bobbie Green.
4. The committee approved the use of an electronic device to record all meetings and keep in an archive.

Next meeting: Tuesday August 26, 2008 at 4:00 pm.
Maria E. de Boyrie, Ph.D.
Associate Professor
Department of Finance, MSC 3FIN
New Mexico State University
P.O. Box 30001
Las Cruces, NM 88003-8001
Tel: (505) 646-3252
Fax: (505) 646-2820