Minutes of the Graduate Committee Meeting – March 9, 2009

Members Present: R. Adkisson (Chairperson), P. Benson, M. de Boyrie, G. Hampton, S. Mills, R. Cruz, Dean Brook (ex-officio), B. Green (ex-officio)

The meeting was called to order and the minutes were approved with minor changes.

The members of the committee fine tuned the BA 590 Professional Paper and Presentation – Instruction Guidelines document presented by S. Mills. The Instructor Expectation section will be addressed next meeting after the first part of the document has been cleaned up. Action plan: bring suggestions as to how to improve the Instructor Expectations section of the document.

S. Mills reported that the preliminary results of the assessment of Goal 1 (Demonstrate well developed oral and written communication skills) show that students are deficient in the writing portion of this goal. The committee came up with possible ways to address this issue. Action plan: since no consensus could be reached the committee members were assigned to come up with two suggestions each as to how to better address the issue.

B. Green shared with the committee the Outcomes Assessment for Academic Program which is to be submitted to HLC. Action plan: Review the document and submit comments ASAP.

Other issues addressed:
1. Updates on analysis of admission criteria: P. Benson provided members two academic papers that explain whether the GMAT score is good predictor of performance.
2. IB specialization: members did not meet to discuss this issue.
3. Preparation of MBA Program Assessment Plan: S. Mills is currently working on this.
4. Progress on list of approved MBA electives: Only one head of department responded to K. Brook’s request for information.
5. Discussion of BCIS specialty: J. Kreie is currently working on updating the documentation.
6. Scheduling/staffing of BA 590: K. Brook currently working on this.

Meeting adjourned until the following meeting: March 16, 2009 at 11:00 in TBA.