Graduate Committee Minutes September 9, 2008

From: de Boyrie, Maria
Sent: Thursday, September 11, 2008 8:32 AM
To: Business Faculty Mailing List
Subject: Graduate Committee Minutes - September 9, 2008 Meeting

Dear Business Faculty Members:

Enclosed please find the minutes of the Graduate Committee’s September 9 meeting. Please let me know if you have any questions or comments.

Thanks,

Maria
Recording Secretary
Graduate Committee

Graduate Committee Minutes – September 9, 2008 Meeting

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

Minutes were approved unanimously.

B. Green sent out a follow up e-mail to those graduate students that had volunteered to serve in the Graduate Committee. Two dropped out because of time conflicts. The remaining students have not replied therefore B. Green will send a reminder e-mail.

B. Green provided all committee members with 2006-2008 MBA student data.

R. Adkisson created a ballot for the revision of MBA Assurance of Learning Goals. The ballot was approved with minor revisions and distributed to Graduate faculty members in the college on September 10, 2008. Ballots are due back on Monday, September 15, 2008.

S. Mills and B. Green worked together to come up with an Assessment Summary of BA 590 courses taught between Spring 2006 and Summer 2008. Fifty-seven papers/presentations were assessed. Preliminary results show that there is a slight deficiency in performance presentation and analytical skills. LANL students underperformed compared to main campus students in these two areas as well as in critical thinking. S. Mills and B. Green will work some more on this assessment and provide the full report to the faculty members in the college upon completion.

The committee agreed to use the writing, oral presentation and interpersonal skills rubrics to assess a sample of the students’ work/artifacts already submitted to the committee. Fifteen papers from each BCIS 502 and BLAW 502 will be chosen at random to be assessed by R. Adkisson, B. Green, J. Hampton and Maria de Boyrie. S. Mills, together with a graduate student, will assess oral presentations and interpersonal skills using instruments gathered in BA 590.

Rubrics to assess critical thinking and analytical skills will be developed by the committee after completing the assessment of writing, interpersonal, and oral presentation skills). The committee hopes to assess critical thinking, analytical, and ethical skills in Spring 2009.

B. Green, S. Mills and N. Oretskin will be meeting in the near future to create a rubric to assess legal issues and to plan the assessment of this learning outcome this semester.

A motion to adjourn was made and seconded.

Next Meeting: September 23, 2008 at 4:00 pm in BC 134