

9-6-2006

Graduate Curricula and Assessment Committee Meeting : 2006 : 09 : 06

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Minutes of the Graduate Curricula and Assessment Committee
September 6, 2006

Attendees: Jim Fellows
Tom Ainscough
Wei Guan
Alison Watkins
Cindy Bean
Dave Walker, ex-officio

Guests: Chris D'Elia
Geraldyn Franklin
Ryan Langan
Jen Burns

The meeting was called to order at 9:00 am.

1. Mr. Langan and Ms. Burns spoke of the need for a fixed cutoff date for admission to the MBA program. After discussion, that included comments from Dr D'Elia and Dean Franklin, it was decided to maintain the original dates but add text to the guidelines stating that "for full consideration apply by...".
2. Dr D'Elia stated that campus –wide Master's degree program numbers are down by 8%, however MBA numbers are up. The issue of maximum capacity of the MBA program was raised and will be looked at in the future.
3. Dr Franklin highlighted three key issues that she would like the committee to address.
 - a. Determine whether MBA Essentials can be offered for-credit , as a prerequisite for the MBA, perhaps as a certificate course.
 - b. Investigate whether our Core Courses are appropriate for our MBA. Under AACSB, they can be changed this Spring for implementation next fall.
 - c. Examine the Areas of Concentration: both those we offer and those on hold and determine which should be offered and advertised and whether any should be eliminated.
4. Mr. Langan announced the date and time of the next MBA Information Session – October 3, in Room 345 from 6 – 7 pm.
5. Ms Burns, Dr D'Elia and Dr. Franklin left the meeting at this point.

6. Dr Fellows initiated a discussion of the Committee Charge from Fall 2005. This led to a discussion of the outcomes assessments program developed last year and how these should apply to our current courses in Fall 2006.

Based on a motion by Dr Fellows, seconded by Dr. Watkins, and unanimously approved by the committee, it was decided to use the same assessment activities from Spring 2006 for Fall 2006. At our next meeting the committee will determine how the learning goals for each required course should be changed for implementation in Spring 2007.

7. At 10:30am the meeting was adjourned.

Next Meeting, September 13, 2006 at 9am