College of Business Administration
Graduate Committee

Minutes: January 28, 2004   9:00 am.  Dean’s Conference Room

Members Present: Craig Dunn, David Ely (Chair), Murray Jennex, Cristel Russell
Excused: Sharon Lightner, Ken Marino

Item 1. Announcements

A. The following action was taken by Graduate Council on graduate business course and program proposals. These are changes to the 2004/05 Graduate Bulletin. Actions by Graduate Council take effect after the Senate Executive Committee meeting at which they are presented as information items.

Curriculum changes approved by Graduate Council (November 6, 2003) and presented to Senate Executive Committee (November 18, 2003)

• Accountancy 620. Financial Reporting and Analysis II
  Changes in course title, prerequisite, and description.
• Accountancy 625. Managerial and Financial Reporting and Analysis
  Changes in course title, prerequisite, and description.
• Business Administration 650. Financial Reporting and Analysis I
  Change in course title.
• Specific Requirements for the Master of Business Administration Degree
  Management of Technology and Information Systems Theme
  Change in program. Deletes IDS 609; adds IDS 691 and new course, MKTG 770
• Specific Requirements for the Master of Business Administration Degree
  Change in program. Deletes: Biomedical Regulatory Affairs Management specialization
• Information Technology for Business 609
  Changes in course title and description.
• Information and Decision Systems 683. Program, Data, and File Structures with C++
  Adds a course prerequisite alternative.
• Information and Decision Systems 691. Decision Support Systems
  Change in course prerequisite.
• Management 746. Seminar in Corporate Governance
  New course.
• Marketing 770. Marketing of Technology
  New course.

Curriculum changes approved by Graduate Council (December 11, 2003) and presented to Senate Executive Committee (January 13, 2004)

• Finance 522. Individual Insurance Management
  Change in unit value
B. The following policy on continuous enrollment for graduate students was approved by Graduate Council (November 6, 2003) and presented to Senate Executive Committee (November 18, 2003).

1. Both domestic and foreign students whose only requirement is to complete a thesis and who have already enrolled in 799A Thesis and have an RP on their record will be required to enroll in 799B every semester until they complete the thesis. Students may enroll in this 0 unit course through the College of Extended Studies (fees approximately $550) or through SDSU (fees approximately $900). This does not preclude the student from formally requesting a leave of absence for a semester nor does it preclude the student from “dropping out” for a semester without penalty. However, this does ensure continuous enrollment for the student who is pursuing thesis work and who needs to use resources of the university - faculty time, library access, etc. It also addresses a concern for research oversight and liability for work done by the student that may affect human subjects use in data collection. We believe this will encourage students to complete their theses in a more timely fashion.

2. A new course--799C 0 units shall be instituted by the university to allow students who have only to complete a comprehensive examination for their degree to maintain enrollment in the university. Enrollment may be through SDSU or the College of Extended Studies. This is of particular importance to foreign students who must remain enrolled in the university for homeland security purposes. However, both domestic and international students will be required to enroll in this course if they have not completed the exam. This does not preclude the student requesting and being granted a leave of absence for one semester nor does it preclude the student from “dropping out” for one semester and continuing their enrollment.

C. MSBA Advising
The MSBA advising sheets have been added to the College web site.

Item 2. Graduate Course descriptions for College web site
The committee reviewed descriptions of several graduate courses drafted by Ely. The purpose of these would be to guide graduate students in their selection of theme and elective courses. The committee was in agreement that for each course, an overview, list of primary student learning outcomes, target audience, and prerequisites would prove to be useful to students. Members agreed to prepare drafts for the courses likely to be offered by their department Fall 2004. These will be reviewed and refined at the next meeting.

Item 3. Learning Outcomes for MBA program
The committee reviewed the MBA program goals and objectives as listed in the last College Self Evaluation Report. The committee then discussed whether these needed to be revised to accord with the new AACSB standards and the College’s strategic plan. Members agreed that it would be useful to continue this discussion and to possibly present a revised set of MBA program learning outcomes at the College spring retreat.
Item 4. Availability of theme courses in 2004/05
Concern was expressed over the availability of courses students could use to satisfy the MBA theme requirements during AY 2004/05. If fewer courses or fewer sections of courses are offered because of budget reductions, will students’ progress be impeded? It was decided to ask the Director to monitor the planning of class schedules and work to ensure that students have an adequate number of options to satisfy the theme program requirement.

Item 5. Committee Schedule
The committee will meet in the Dean’s Conference Room at 10am on the following Wednesdays: February 18, March 10, March 31, and April 21.

Next meeting: February 18, 2004

David Ely
For the College Graduate Committee