College of Business Administration
Graduate Committee

Minutes: March 10, 2004 10:00 am. Dean’s Conference Room

Members Present: David Ely (Chair), Murray Jennex, Gene Whittenburg (for Sharon Lightner), Ken Marino, Cristel Russell

Item 1.  WASC update

David Ely provided an overview of the WASC (Western Association of Schools and Colleges) re-accreditation process at SDSU. The process requires two self-study reports. The Preparatory Report examines the university’s capacity to deliver programs and must demonstrate that the university has (1) clearly defined missions and goals that are well understood by the campus community, (2) the human and physical resources in place to achieve its educational goals, and (3) the appropriate structures and organizations in place to make decisions. The Educational Effectiveness Report addresses the university’s effectiveness in achieving its educational goals with a focus on student learning.

The WASC review time line:
• Committees were established in Summer 2002 to coordinate the re-accreditation process at SDSU. From the College of Business Administration, Carol Venable is a member of the Planning Committee and the Coordinating Committee. David Ely is a member of the Coordinating Committee.
• A draft of the Preparatory Report will be released to the campus during Spring 2004. The final report will be delivered to WASC in August 2004, with a site visit to follow in early November 2004. Members of the coordinating committee are delivering presentations to a wide range of faculty, staff, and student groups to inform the campus of the work that has been done and to ask for feedback on the draft of the preparatory report.
• The Educational Effectiveness Report is due to WASC in August 2005, with a site visit to follow in October 2005.

The current WASC accreditation process is more flexible than it was in the past and allows universities to select key issues on which to focus. The following themes will be examined at SDSU: (1) student learning, (2) the balance among access, retention, and graduation, and (3) the relationship between graduate and undergraduate programs. Faculty, staff, and students are encouraged to review the reports and related data that are available at the web site: wasc.sdsu.edu. The data exhibits are very extensive. Those wishing to provide feedback on the reports and exhibits can do so through the web site or through WASC coordinating committee members.

Item 2.  MBA Theme courses available in Fall 2004

In past meetings, concern was expressed over whether students would have an adequate number of options available during AY 2004/2005 to satisfy the MBA theme program requirements. If fewer courses or fewer sections of courses are offered because of budget reductions, students’ progress might be impeded. Ken Marino reported on the number of theme courses that are
expected to be offered Summer and Fall 2004. The number of options is expected to be adequate. However, the choices will be more limited, especially for students hoping to enroll in an evening section of a technology theme course.

<table>
<thead>
<tr>
<th>Theme Area</th>
<th>Number of courses available:</th>
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<tbody>
<tr>
<td></td>
<td>Summer 2004</td>
</tr>
<tr>
<td>Interpersonal Skills</td>
<td>2</td>
</tr>
<tr>
<td>Legal, Ethical, Political &amp; Economic Environment</td>
<td>1</td>
</tr>
<tr>
<td>Mgmt of Technology &amp; Info Systems</td>
<td>1</td>
</tr>
<tr>
<td>Globalization</td>
<td>3</td>
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</tbody>
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**Item 3  MSBA Program Prerequisites**

MSBA students with an undergraduate degree from an AACSB-accredited institution within the last 10 years are generally not asked to complete any program prerequisites. For a student with a non-business undergraduate degree or a degree from a non-AACSB school, an advisor reviews the student’s transcript, syllabi for courses the student has completed, and related material, and determines which prerequisites have been satisfied. The committee discussed creating an appeals process to guarantee that prerequisites are enforced in a uniform manner.

**Item 4. Learning Outcomes for MBA program**

The committee continued to discuss goals and learning outcomes for the MBA program.

Meeting adjourned at 11:50 am.

Next meeting: 10am on March 31, 2004, in the Dean’s Conference Room

David Ely
For the College Graduate Committee