College of Business Administration  
Graduate Committee  
Minutes: October 06, 2009 9:30am, Dean’s Conference Room

Members (in attendance):
Karen Ehrhart: MGT  
Heather Honea: MKTG  
Kuntara Pukthuanthong-Le: FIN  
James Beatty: IDS  
Damon Fleming: ACCTG  
David Ely: Graduate Director

Item 1- Debrief Goal 1 (MBA Core Course) Assessment Exam
The MBA core course assessment exam was administered Thursday September 24th. Students appeared to put effort into the exam and all students enrolled in BA 795 attended the exam or made arrangements to take a make-up exam in the graduate office.

Item 2- Course Change, Deletion or Reinstatement
The Graduate Committee reviewed a new course title for ACCTG 675. The Committee approved the new course title.

Note: Meeting Minutes Correction: There was an error in the September 22nd meeting minute notes. James Beatty was in attendance but was not included in the members in attendance.

Adjournment: 10:40 am

Next meeting: Tuesday, October 20th, 2009 9:30 am, Dean’s Conference Room

Heather Honea
College of Business Administration
Graduate Committee
Minutes: October 20, 2009 9:30am, Dean’s Conference Room

Members (in attendance):
Karen Ehrhart: MGT
Heather Honea: MKTG
Kuntara Pukthuanthong-Le: FIN
James Beatty: IDS
Damon Fleming: ACCTG
David Ely: Graduate Director

Item 1- Goal 1 (MBA Core Course) Assessment Exam
The preliminary results of the MBA core course assessment exam (results for one version of the exam) indicate that the exam was very difficult for graduate students. The Graduate Committee discussed performance expectations and what the appropriate threshold was for a “meets expectations” score for assessment reporting.

Item 2- MBA Core Course Assessment Exam Revisions
The Graduate Committee discussed the evaluation matrix that would be used to evaluate the appropriateness of assessment exam items and run initial analyses on assessment exam performance. Each committee member is responsible for analysis for the topic area of their department. Course student learning outcomes, Bloom’s taxonomy categories (knowledge, comprehension, application), percent of students who got the item correct, and item distracters will be included in the exam evaluation matrix.

Adjournment: 11:30 am

November 3rd meeting cancelled.
Next meeting: Tuesday, November 17th, 2009 9:30 am, Dean’s Conference Room

Heather Honea
Item 1- Goal 1 (MBA Core Course) Assessment Exam Analysis
The final results for the assessment of Goal 1 were analyzed and items were identified for revision on the Assessment Exam. Most items identified as unnecessarily challenging received this categorization due to confusing distracters in the multiple choice answers. Committee members will revise these items/distracters by the first week of February and submit those items to Heather Honea via email hhonea@mail.sdsu.edu.

Item 2- Goal 1 (MBA Core Course) Assessment Performance
The Graduate Committee continued discussion on what the appropriate threshold was for a “meets expectations” score for assessment reporting. Unlike the undergraduate BAT test, the items for the Goal 1 (MBA core course) assessment were tailored for the SDSU Graduate Business Program and do not match any data that is benchmarked. The Graduate Committee determined that the data for this semester will be used to determine a general baseline that will be applied for data collected in subsequent semesters. The baseline or threshold may differ based on topic area.

The Graduate Committee also determined that the threshold for “meeting expectations” for the achievement of student learning outcomes could depend on the length of time between when the student completes a course and when they complete the MBA program. To this end the Committee decided it was important to evaluate whether students complete the core course at SDSU or waived out of that course. Differences in performance based on whether students completed the course during their MBA experience will inform appropriate programmatic changes.

Students were provided their percentile performance rank as their feedback on the assessment exam.
Item 3- Goal 2 (Theme Course) Assessment
The Graduate Committee discussed options for Goal 2 student learning outcomes assessment. The discussion focused on the benefits of identifying an assignment for faculty teaching a course to use for assessment. The faculty member would evaluate the assignment using a rubric provided by the Graduate Committee at the same time s/he graded the assignment. The benefits of an assignment versus administering and evaluating an essay exam administered in BA 795 were discussed. The key challenge in this assessment task is that the themes of Corporate Responsibility and Management of Technology can be completed in a number of different courses. The courses are listed below.

<table>
<thead>
<tr>
<th>Corporate Responsibility</th>
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<tbody>
<tr>
<td>ACCTG 681 – Seminar in Regulatory &amp; Management Controls</td>
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<tr>
<td>FIN 604 – Legal Environment for Executives</td>
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<tr>
<td>IDS 755 – Information Systems Security Management</td>
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<td>MGT 722 – Seminar in Business Ethics and Social Institutions</td>
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<td>MGT 746 – Seminar in Corporate Governance</td>
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<tr>
<th>Management of Technology</th>
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<tr>
<td>IDS 688 – Information Systems in Organizations</td>
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<td>IDS 691 – Decision Support Systems</td>
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The graduate committee decided that we will review initial faculty syllabi to try to determine the least onerous option for faculty teaching the course.

Adjournment: 11:00 am

Next meeting: Tuesday, December 1st, 2009 9:30 am, CIBER Conference Room

Heather Honea