

Fogelman College of Business and Economics

Close the Loop Recommendation Checklist

Bachelor of Business Administration (BBA) Degree

Spring, 2013

General	Recommendation	Action	Implementation
1	Assessment should be carried out in capstone courses whenever possible. If there is no appropriate capstone course, then the assessment should be done at the highest-level class appropriate for the goal.	Review capstone courses and place as many assessments in those classes as possible.	Dr. Lloyd Brooks, Assessment Director
2	The core faculty who teach <i>MGMT 4710</i> agreed to include assessment of learning in areas that are most applicable. Thus, the committee recommends that appropriate compensation (suggested amount \$700) be placed into a research account for each of the faculty administering the assessment in this class to acknowledge the additional load they are carrying on behalf of the Assurance of Learning assessment.	Determine assessments to be measured in Management 4710 and select faculty willing to accept the additional load.	Dr. Jasbir Dhaliwal, Associate Dean Dr. Lloyd Brooks Assessment Director Dr. Charles Pierce, Chair Department of Management
3	Assessment should be carried out in classes taught by full-time faculty whenever possible.	Determine the full-time faculty available to assess objectives.	Dr. Lloyd Brooks Assessment Director Department Chairs
4	All sections where the assessment takes place should use consistent methods agreed upon by the faculty teaching the course.	Identify courses and sections appropriate for assessment and check to be sure that consistent methods will be used by those faculty members.	Dr. Lloyd Brooks Assessment Director FCBE Faculty
5	Students should be given more writing assignments. The committee recommends that at least two writing assignments be required in every section where class size is not prohibitive.	Require more writing in courses across all programs. Students should be writing in courses other than <i>MGMT 3510</i> . Assignments may be of varying lengths and may or may not require research, as appropriate.	Department Chairs FCBE Faculty
6	Reliance on multiple choice and true/false exams should be reduced in classes; however, class size should be considered in the implementation of this recommendation	Replace 10% of an objective exam with essay questions. If class size is a prohibiting factor, just one essay question would be helpful.	Department Chairs FCBE Faculty

7	Students need more instruction and practice in oral communication skills including brief presentations, practice interviews, debates, and other similar type of activities.	Initiate short presentations in classes.	FCBE Faculty Dr. Barbara Davis, Associate Professor, <i>MGMT 3510</i>
8	The Fogelman Promise Code of Professionalism should be included in the class syllabus for all BBA classes and should be discussed by faculty with the students in their classes.	Distribute an electronic copy of the Fogelman Promise for Students to all faculty for inclusion syllabi.	Dean's Office
9 Goal 1	Dialog between Dr. Dorsey, the Chair of the Oral Communications Department, and <i>Management 3510</i> faculty should be continued in order to coordinate efforts between the two departments for preparing students to become more effective oral communicators.	Provide the Oral Communication department chair business topics that could possibly be used as assignments in the <i>COMM 2381</i> . Request the rubrics for grading these presentations and compare the rubrics with those used in FCBE courses.	Dr. Barbara Davis, Associate Professor, <i>MGMT 3510</i>
10 Goal 1	Consideration should be given by Undergraduate Advisors to suggest that students enroll in the "Argument and Debate" course offered by the Communications Department as an elective.	Identify this class as one that would be helpful to students.	Mrs. Shelley Bennett, Undergraduate Student Services
11 Goal 1	Consideration should be given to making it easier for students to participate in Toastmasters.	Inquire about scholarships to aid students who cannot afford the fee. Research the possibility of designating a class just for Toastmasters International.	Dr. Kimberlee Keef, Toastmaster Club Advisor
12 Goal 1	Whenever possible writing assignment should have some research component.	Identify assignments where minimal to heavy research would be required so that students could have experience in finding and using research material.	Dr. Jasbir Dhaliwal Department Chairs FCBE Faculty
13 Goal 3	Students need to develop a sense of good ethics. As students continue in their courses, they will need to evaluate the effects of their behavior on other stakeholders.	Provide opportunity for classroom discussion on ethical principles. Help students to see the consequences of their actions.	Dr. Jasbir Dhaliwal Department Chairs FCBE Faculty
14 Goal 3	Each class in the FCBE should devote time to the study of ethics in a way applicable to the course content.	Include instruction on ethical behavior in every class. Where possible, relate this to business cases that have an ethical component.	Dr. Jasbir Dhaliwal Department Chairs FCBE Faculty
15 Goal 3	A repository of ethical videos with presentations by business professionals should be developed for the use of the entire college.	Collect cases, videos, and documents in a central repository for faculty to review and use in classes.	Know Good, Do Good, Thrive Committee
16 Goal 3	Effective business professionals should be invited to speak about ethical issues during as many classes as possible to point out cases involving ethical behavior. The "Know Good, Do Good, Thrive Committee" maintains a list of potential speakers.	Dedicate a class or classes in each department each semester to have a business professional speak on ethical issues.	Know Good, Do Good, Thrive Committee Dr. Jasbir Dhaliwal Department Chairs FCBE Faculty
17	The committee recommends future	Assess the goal after students	Dr. Lloyd Brooks,

Goal 3	assessment of ethical factors (goal 3) in the business environment be measured in <i>MGMT 4710, Strategic Management</i> , which is a senior-level capstone class taken by all BBA students.	have had more opportunity to understand ethical behavior as related to business.	Assessment Director
18 Goal 5	Assessment of Goal 5, Students will be proficient users of business presentation and analysis technology, should be completed in MGMT 4710 courses.	Assess all objectives for Goal 5 only at the capstone level.	Dr. Lloyd Brooks, Assessment Director
19 Goal 5	Whenever possible, students in all classes should be required to use business analysis technology to create informative business presentations.	Require students to make business presentations in as many classes as possible and to use business analytical tools where applicable.	Dr. Jasbir Dhaliwal Department Chairs FCBE Faculty