



UNIVERSITY OF FLORIDA

COLLEGE OF BUSINESS ADMINISTRATION
ALAN G. MERTEN, DEAN

GAINESVILLE, FLORIDA 32611
(904) 392-2397

GENERAL FACULTY MEETING
Tuesday, March 15, 1988
4:10 p.m.
102 BUS

A G E N D A

1. Minutes from January 12, 1988, Faculty Meeting*
2. Committee Reports
Minority Affairs Committee
Undergraduate Committee
MBA Committee
3. Development Overview
Tom Boyden
4. Revision of By-laws of Faculty (Attachment A)
5. Dean's Report
6. Announcements

GRADUATE FACULTY MEETING
Tuesday, March 15, 1988

1. Nonthesis Option for MA in Business Administration, Major in Decision Information Sciences (Attachment 1)
2. Changes relating to core requirements for the Ph.D. program (Attachment 2)

* Minutes to be distributed separately

Attachments

cc: Larry Humes
Lee-Ann Humenik
Tom Boyden

BY-LAWS OF THE FACULTY
OF THE
COLLEGE OF BUSINESS ADMINISTRATION
UNIVERSITY OF FLORIDA

Adopted by the Faculty

June 8, 1970

Amended by the Faculty

May 10, 1973

Revised

January 15, 1985

Revised

March 15, 1988

Contents

- Section 1. College Organization and Purpose
- Section 2. The Faculty of the College of Business Administration
- Section 3. The Graduate Faculty of the ~~Graduate School~~ College of Business Administration
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- Section 5. Meetings of the Faculty
- Section 6. Minutes of the Dean's Administrative Staff Meetings
- Section 7. Committees
- Section 8. Student Council
- Section 9. Interpretation and Amendments

1. COLLEGE ORGANIZATION AND PURPOSE

1.1 The College of Business Administration is one of the basic degree-granting units of the University of Florida. ~~U//F// Constitution as amended through March 1987, Article IV, Section 2(B)(1)~~

1.2. The objectives of the College of Business Administration are:

- (A) to provide the foundation for competent, responsible participation in business, the professions and government;
- (B) to stimulate interest in social, economic and civic responsibility;
- (C) to develop competence in making business decisions and in evaluating policy;
- (D) to offer fields of specialization in business; and,
- (E) especially, to encourage intellectual inquiry.

1.3 The academic units ~~divisions~~ of the College are: ~~The Graduate School of Business;~~ The Fisher School of Accounting; the departments of: Decision and Information Sciences; Economics; Finance, Insurance and Real Estate; ~~Management and Administrative Sciences~~ Marketing; Organizational Behavior and Business Policy ~~the units of Business Law and Business Statistics;~~ and such Centers and Bureaus as may be appropriate to achieving the objectives of the College.

1.4 The chief executive and administrative officer of the College shall be the Dean who is responsible to the President of the University for administration of the College and shall be the agent of the faculty for the execution of education policy. ~~U//F// Constitution, Article IV, Section (A)(3)~~

1.5 The Dean may appoint such associate and assistant deans, directors and assistants as he deems necessary to the effective accomplishment of his goals, subject to the approval of the President and the Board of Regents. The Dean may establish, with approval of the Dean of the Graduate School and the Vice-President for Academic Affairs, such Centers that further the research, teaching and service mission of the College.

2. THE FACULTY OF THE COLLEGE OF BUSINESS ADMINISTRATION

2.1 Composition

The faculty of the College shall consist of all members who hold the ranks of instructor or above, or the equivalent, in academic ranks in the academic units ~~which belong to~~ of the College; non-teaching officers of research or extension, who hold the rank or rank-equivalent of instructor or higher in the

College; faculty members paid by another college but teaching regularly in the College as part of their duties, when so appointed by specific action of the deans concerned; and the Dean, Associate Deans, Assistant Deans and Directors of the College and the President of the University as ex officio members. [U.F./Constitution/Article/V/Section/2(A)/2]

2.2 Other Ranks

Below the four faculty ranks specified in the Constitution there shall exist the rank of:

(a) graduate assistant.

Persons holding appointments in such other ranks will not accrue tenure eligibility. [Senate By Law #9//15/20] In addition, the Administrative Code of the University of Florida recognizes the sub-faculty ranks of Assistant-in and Associate-in. These positions are non-tenure accruing.

2.3 Appointment of Faculty Members

Nominations for the appointment of faculty members shall be made by the Chairman of the Department, Director of the School academic unit heads or, in units not organized in departments, by the officer in charge of the unit, and shall be submitted to the Dean for approval or rejection and, in the event of approval, for transmission to the President. [U.F./Constitution/Article/V/Section/3]

2.4 Recommendation for Promotion of Faculty Members

Recommendations for promotion of faculty members shall be made by the Chairman of the Department, Director of the School or in units not organized in departments, by the officer in charge of the unit to the College Tenure and Promotion Committee and shall then be submitted to the Dean for approval or rejection, and in the event of approval, for transmission to the President. Such recommendations for promotion to the rank of associate or full professor shall be accompanied by a summary of the opinions of those individual faculty members of the department, school or unit holding rank superior to that of the candidate for promotion, an evaluation by the Department Chair or School Director, and a summary statement by the College Tenure and Promotion Committee. [U.F./Constitution/Article/V/Section/4]

2.5 Recommendations for Granting of Tenure

Recommendations for nomination for tenure shall be initiated by the Department Chairman, School Director, or officer in charge of the unit after consultation with the tenured members of the faculty of the department, school or unit in accordance with procedures outlined in the U.F./Constitution/Article/V,

RESEARCH COMMITTEE

- Membership: Five faculty members: three elected by majority vote from the faculty at large; two members appointed by the Dean.
- Chair: Faculty member appointed by the Dean.
- Secretary: Selected in a manner to be determined by the Committee.
- Term of Membership: Two year terms.
- Purpose: To encourage and aid research; to recommend criteria for the administration of research grants and programs, if requested; to assist in the selection of award recipients, if requested.
- Functions: To identify and/or evaluate recommendations for major interdisciplinary research initiatives for the College. To solicit and evaluate faculty research proposals for College research support. A Fisher School of Accounting standing committee shall perform these functions with respect to the research program of the School.
- Regular Meetings: None.
- Other Meetings: When called by the Chairman with one week's notice.
- ~~Agenda prepared by the Chairman, made available one week before meeting.~~
Agenda: Prepared by the Chair, made available one week before meeting.
- Minutes: A summary of major points discussed and actions taken, prepared by the secretary and distributed to members of the Committee and to the Dean; available to members of the faculty.
- Other: An annual report on the work done by the Committee is to be submitted to the Dean and made available to faculty members.
- Resources Available: Secretarial resources of the College of Business Administration.

COMMITTEE ON TEACHER EVALUATIONS BY STUDENTS

- Membership: ~~Five~~ Six faculty members appointed by the Dean from nominations ~~by Chair or Director of the~~ academic unit heads: one member from each ~~Department and the School of Accounting~~ academic unit; and two students appointed by the Dean.
- Chair: Faculty member appointed by the Dean.
- Secretary: Elected by the Committee.
- Term of Membership: Two years for faculty members, one year for student members.
- Purpose: To develop, maintain, and evaluate the instrument of teacher evaluation by students and the system by which it is administered, and determine, periodically, the relationship between Overall Rating and such factors as class size, class grade distribution, time of day class meets, whether single or double period, and subject matter of course. To facilitate individual improvement by determining the relationships between instructor behavior scores and student outcome scores.
- Functions: Analyze and critically evaluate teaching evaluation instruments and systems of administration; recommendations to the faculty based on agreement by members of the Committee: to design and oversee the periodic analyses of evaluation data.
- Regular Meetings: None.
- Other Meetings: When called by the ~~Chairman~~ with reasonable notice to members.
- ~~Agenda prepared by the Chairman and distributed in advance of the meetings.~~
Agenda: Prepared by the Chair and distributed in advance of the meetings.
- Minutes: A summary of decisions made, prepared by the secretary, and distributed to members of the Committee and to the Dean of the College of Business Administration; available to faculty members.
- Resources Available: Secretarial resources of the ~~Departments and~~ School of Accounting ~~academic units~~ and the Copy Center of the College of Business

Administration. Computer and Research Assistant
time required to conduct analyses.

TENURE AND PROMOTION COMMITTEE

- Membership: Six members: three elected by faculty, three appointed by the Dean. There shall be at least one faculty member from each academic unit ~~(department/office/school)~~ on the committee. Tenured full professors, except heads of academic units are eligible for membership. (Cf. University Senate action of October 14, 1982, regarding membership on tenure/promotion review committees). Nominations may be made by any tenure-track faculty member at the general college faculty meeting. Only permanent faculty in tenure-track positions are eligible to vote. Voting will be by secret ballot.
- Chair: Faculty member appointed by the Dean.
- Secretary: Selected in a manner to be determined by the Committee.
- Term of Membership: All members shall serve a 3-year term. Terms will be staggered. Each year one member will be elected and another will be appointed. An eligible faculty member may serve no more than 2 consecutive terms, but are otherwise eligible for service at any time.
- Purpose: To prepare written evaluations of tenure and promotion recommendations ~~and~~, including candidates for new appointments of associate and full professor from academic units, and to provide recommendations to the Dean of the College along with Committee votes on each recommendation.
- Regular Meetings: None.
- Other Meetings: When called by the Chair~~man~~ with one week's notice.
- ~~Agenda prepared by the Chairman, made available one week before meeting.~~
Agenda: Prepared by the Chair, made available one week before meeting.
- Minutes: Report sent to the Dean.
- Resources Available: Secretarial resources of the Office of the Dean ~~Departments and~~ school and the Copy Center of the College of Business Administration.

//////////////////////~~UNDERGRADUATE/COMMITTEE~~

~~Membership://////////////////////~~ ~~Nine members in all;~~ six faculty members (appointed by the Dean from nominations by ~~Chairs~~ the academic unit heads; ~~and Director of the Fisher School of Accounting~~) and the Assistant Dean for Undergraduate Studies; and two students.

Chair: Faculty member appointed by the Dean.

Secretary: Elected by the Committee.

Term of Membership: Two years for faculty members; one year for student members.

Functions:

1. Recommends to the faculty new courses or courses to be discontinued, minimum requirements for undergraduate degrees and admissions. These matters may originate with the Committee or reach the Committee through recommendations by departments, by the student council, or by individuals. A Fisher School of Accounting standing committee shall make recommendations to the Fisher School of Accounting on all matters relating to the School's undergraduate degree program.

2. Discuss and act upon petitions for admission to the College of Business Administration. A Fisher School of Accounting standing committee shall consider and act upon petition for admission to the Fisher School of Accounting.

3. Discuss and act upon petitions from students and notify students and/or the University Petitions Committee of actions taken. A Fisher School of Accounting standing committee shall consider and act on petitions, and the waiving of School and University regulations with respect to the students and undergraduate program of the Fisher School.

4. Announces, publicizes and awards scholarships which are available for undergraduate students in the College of Business Administration. (Does not include assistantships nor graduate fellowships.) A Fisher School of Accounting standing committee performs this function with respect to scholarships available for students in the Fisher School of Accounting.

Regular Meetings: None.

Other Meetings: When called by the Chairman with reasonable notice to members.

~~Agenda prepared by the Chairman and made available in advance of meetings.~~

Agenda: Prepared by the Chair and made available in advance of meetings.

Minutes: A summary of decisions made, prepared by the Chairman; distributed to members and the Dean; available to members of the faculty.

Other: An annual report of the work done by the Committee is to be submitted to the Dean and made available to faculty members.

Resources Available: Secretary to the Assistant Dean for Undergraduate Studies.

Section 5 // Senate By-Law #6 // dated 3/23/88 // College of
Business Administration and School of Accounting Policy
Statements on Tenure // and the Agreement Between the Board of
Regents // S.U.S. // and the U.F.F. // Article 13.

2.4 Recommendation for Promotion and/or Tenure of Faculty Members

Recommendations for promotion and/or tenure of faculty members shall be made in accordance with University of Florida guidelines and policies and the College of Business Administration's Supplement to the University Promotion and Tenure Policy. The College's supplemental policy, as revised August 25, 1987, is hereby incorporated by reference to these by-laws.

2.65 Academic Programs

Subject to the limitations of higher approval, the faculty of the College shall exercise control over the academic affairs of the College. These are defined to include:

- (a) requirements for entrance and graduation;
- (b) form of degrees to be conferred;
- (c) arrangement and content of the curricula;
- (d) recommendations of students who are to be granted degrees.

The Faculty of the Fisher School of Accounting shall exercise control over (a), (b), and (c) with respect to the undergraduate and masters degree programs of the School.
Faculty are defined as the ranks of instructor, assistant professor, associate professor, and full professor // U.F. Constitution, Article IV, Section 21.

3 // FACULTY OF THE GRADUATE SCHOOL OF BUSINESS

3.1 // Composition

////////// All members of the faculty of the College of Business Administration who have been appointed to membership in the graduate faculty of the University shall be considered members of the faculty of the Graduate School of Business Administration // U.F. Constitution, Article IV, Section 5 (E) //

3.2 // Duties

////////// The faculty of the Graduate School of Business Administration shall have all the powers and duties relating to graduate students and programs that the College faculty has over undergraduate students and programs // per section 2.6 above and

In/Cooperation/with/the/Graduate/School/of/the/University/of
Florida,

3. The Graduate Faculty of the College of Business Administration

3.1 The Graduate School of Business

The Graduate Faculty of the College is known collectively as
the Graduate School of Business.

3.2 Composition

All members of the faculty of the College of Business
Administration who have been appointed to membership in the
graduate faculty of the University shall be considered members
of the Graduate Faculty and of the Graduate School of Business.

3.3 Duties

The Graduate Faculty of the College of Business Administration
shall have all powers and duties relating to graduate students
and programs that the College faculty has over undergraduate
students and programs under section 2.5 of these by-laws and in
cooperation with the Graduate School of the University of
Florida.

4. UNIT ORGANIZATION

4.1 Definition

The/department/is/the/fundamental/unit/of/academic/and
administrative/organization/within/the/College/as/it/is/within
the/University///U.F./Constitution,/Article/IV,/Section/31///A
school/shall/be/a/unit/subordinate/to/a/college/organized/for/a
special/program/of/studies///The/administrative/officer/of/a
school/shall/be/a/director///The/director/shall/be/subject/to
the/administrative/supervision/of/the/Dean/of/the/College/in
which/the/school/is/located///U.F./Constitution,/Article/IV,
Section/21/(B)11

The department is the fundamental unit of academic
administration within the College, as it is within the
University. The head of a department is a chairman. A school
is a unit subordinate to a college and is organized for a
special program of studies. The head of a school is a
director. Academic unit heads are subject to the supervision
of the Dean of the College.

- 4.2 The Chair/of/a/Department/of/Director/of/a/School academic unit
head is to be nominated by the Dean of the College after final
consultation with a committee of the unit elected by its
tenured members. The Chair/of/Director academic unit head
shall be responsible for budgetary matters, physical facilities

and personnel matters in their jurisdiction, in consultation with their faculty, and shall call such meetings as are necessary for the faculty to exercise its general responsibility for the academic program as provided in Section 4.5 below.

4.3 In conjunction with the periodic evaluation of ~~departments and schools~~ academic units, called for by the University of Florida Constitution [Article IV, Section 3, D], the Dean shall poll members (defined in section 4.4) of each ~~department and school~~ academic unit individually and confidentially, for an opinion on the continuance of its ~~chair or director~~ academic unit head and at intervals concurrent with the term of appointment of the ~~chair of a department or director of a school/academic unit head~~. ~~A chair of a department and a director of a school~~ An academic unit head shall be appointed by the Dean for terms of from three to five years.

4.4 Members of ~~a Departmental Faculty or a School Faculty~~ an Academic Unit Faculty

"The members of a department or school shall be all those faculty who hold the rank of instructor or above in the departmental or school budget and such other persons as teach in or do research in the department or school and are accepted by departmental or school vote." [U.F. Constitution, Article IV, Section 3 (A), Senate By-Laws #5, 3/25/65].

4.5 Program

The program of a ~~department or school~~ an academic unit shall be conducted by the faculty through ~~a chairman or director~~ an academic unit head who shall have general responsibility for the teaching, research and service activities of the unit. [U.F. Constitution, Article IV, Section 3 (B)].

5. MEETINGS OF THE FACULTY

5.1 The Dean, or such person as ~~he~~ the Dean shall designate, shall preside at all faculty meetings.

5.2 The faculty shall elect annually a Secretary whose duty it shall be to keep a permanent record of its proceedings. Minutes shall be circulated to members of the faculty. The secretary is parliamentarian for the faculty meetings. The secretary will be assisted in these duties by the Office of the Dean.

5.3 Both the College faculty ~~of the college and the faculty of the~~

~~//////////Graduate School of Business Administration~~ and the Graduate Faculty shall meet in separate meetings at least once each semester, excluding the summer semester. Faculty meetings shall be called by the Dean with advance notice of at least ten working days. Faculty members may request items to be placed on the agenda in the form of a written request to the Dean. Such requests must be made at least five working days prior to the meeting. Curriculum changes must have been considered by the appropriate committee in order to be placed on the agenda. Written copies of the proposed changes in curriculum must be distributed to the faculty at least five working days in advance of each meeting.

- 5.4 A quorum shall consist of one third of the voting faculty members in residence.
- 5.5 Voting shall be limited to full-time instructors and above. No one who is a candidate for an advanced degree at the University of Florida is entitled to vote. ~~(Faculty/Action/Options/8/1983)~~
- 5.6 Roberts' Rules of Order shall be used in conduct of faculty meetings.
- 5.7 An agenda shall be prepared and circulated at least five working days in advance of each meeting. By a vote of two-thirds of the ~~attending/faculty~~ faculty members in attendance, non-agenda items may be added and discussed, but no action may be taken on these items. These non-agenda items must be available in writing and be distributed at the beginning of the meeting. However, no new curriculum changes shall be considered as non-agenda items by the faculty.

6. MINUTES OF THE DEAN'S ADMINISTRATIVE STAFF MEETINGS

- 6.1 Minutes of the Dean's administrative staff meeting shall be distributed by the Dean to the faculty. These administrative staff meetings are defined as the regularly scheduled meetings of the Dean, Associate and Assistant Deans, ~~Chairs/and~~ Directors and academic unit heads (as designated).

7. COMMITTEES

- 7.1 There shall be the following standing committees of the College and Graduate faculty of the College of Business Administration and of the Graduate School of Business Administration.

Graduate Committee
Library Committee
MBA Committee
Minority Affairs Committee
Research Committee
Teacher Evaluation by Students Committee
Tenure and Promotion Committee

Undergraduate Committee

(Statements of the nature of functions of these committees are shown on the following pages.)

~~For matters relating to the School of Accounting, the functions of certain of the above committees, shall be performed by standing committees of the faculty of the School of Accounting.~~
For matters relating to the undergraduate and masters level academic programs of the Fisher School of Accounting, the functions of the above committees shall be performed by committees of the faculty of the Fisher School of Accounting.

8. STUDENT COUNCIL

The faculty of the College shall recognize an appropriately constituted student council to set up formal regularized communication ~~between~~ among the ~~School's~~ College's student body, faculty, and administration. The faculty of the Fisher School of Accounting shall recognize an appropriately constituted Student Council to set up formal regularized communication ~~between~~ among the School's student body, faculty, and administration. Academic units and programs may recognize appropriately constituted student organizations to improve communication among students, faculty and administration.

9. INTERPRETATION AND AMENDMENTS

- 9.1 The faculty, through action in regular or called meetings, shall by majority vote be the final authority on interpretation of these by-laws.
- 9.2 Amendments to these by-laws may be proposed and discussed at a meeting of the faculty. They shall then be written, distributed to the faculty and placed on the agenda for the next faculty meeting. If passed by a majority of those attending -- a quorum being present -- the amendment becomes effective at once unless otherwise stated. However, amendments to by-laws cannot be made during a summer term. Proposed changes in the by-laws must be available in writing to the faculty at least five working days prior to a faculty meeting.

GRADUATE COMMITTEE

- Membership: Six members: one graduate faculty member from each ~~department and the school of Accounting~~ academic unit selected in a manner determined by the faculty of each academic unit ~~department and the school and the Director of Graduate Studies.~~
- Chair: Faculty member appointed by the Dean.
- Secretary: Elected by the Committee.
- Term of Membership: Two years ~~for faculty member.~~
- Functions: Recommends to the faculty new courses or courses to be discontinued, minimum admission and degree requirements for the Ph.D. and masters degrees, other than the MBA and the M.Acc. graduate degrees and admissions. These matters may originate with the Committee or reach the Committee through recommendations by ~~departments~~ academic units, by the student council, or by individuals.
- Regular Meetings: None.
- Other Meetings: When called by the Chairman on one week's notice to members.
- ~~Agenda prepared by the Chairman on one week's notice to members.~~
Agenda: Prepared by Chair on one week's notice to members.
- Minutes: A summary of action taken, prepared by the secretary and distributed to all members of the graduate faculty.
- Other: An annual report on the work done by the committee is to be submitted to the Dean; available to faculty members and students.
- Resources Available: ~~The secretary of the Director of Graduate Studies.~~ Office of the Associate Dean for Academic Programs.

LIBRARY COMMITTEE

- Membership: ~~Five~~ Six members appointed by the Dean from faculty members nominated by ~~Department Chairmen and the Director of the School of Accounting,~~ academic unit heads.
- Chair: Faculty member appointed by the Dean.
- Secretary: Elected by the Committee.
- Term of Membership: Two years for faculty members.
- Functions: Establishes policy for the guidance of the Chairman of the Library Committee with regard to allocation of library funds; establishes policy with regard to the operation of the College of Business Administration reading rooms. Clears requests for books and other library materials requested by the faculty members, and promotes the development of library facilities.
- Regular Meetings: None.
- Other Meetings: When called by the Chairman with one week's notice.
- ~~Agenda prepared by the Chairman, distributed a week in advance,~~
Agenda: Prepared by the Chair, distributed a week in advance.
- Minutes: A summary of decisions made, prepared by the secretary and distributed to members of the Committee and to the Dean; available to members of the faculty.
- Other: An annual report on the work done by the Committee is to be submitted to the Dean and available to faculty members.

MASTER OF BUSINESS ADMINISTRATION (MBA) COMMITTEE

Membership: ~~Seven~~ Eight members; one graduate (MBA) student, one faculty member from each Department and the School of Accounting academic unit, and the Director of the MBA Program. Faculty members appointed by the Dean or academic unit head. ~~department chair or director.~~

Chair: Faculty member appointed by the Dean.

Secretary: Elected by the Committee.

Term of Membership: Two years for each faculty member.

~~General Purpose: //////////////// To provide group judgment in matters related to //////////////// the functions of the MBA Committee.~~

Functions: Recommend to the faculty new courses for the MBA core curriculum or courses to be discontinued from the MBA core curriculum, requirements for the MBA degree, and admissions policies. ~~(These matters may originate with the Committee or reach the Committee through recommendations by department academic units, by the student council or by individuals).~~

Regular Meetings: None.

Other Meetings: When called by the ~~Chairman~~ with one week's notice to members, or unanimous consent.

~~Agenda prepared by the Chairman, to be made available one week in advance.~~

Agenda: Prepared by the Chair, to be made available one week in advance.

Minutes: A summary of action taken.

Resources Available: The Secretary Office of the Director of the MBA program.

MINORITY AFFAIRS COMMITTEE

- Membership: ~~Six~~ Five ~~Six~~ faculty members:
one from each of the ~~four~~ schools ~~of~~
~~Accounting~~ ~~of~~ ~~units~~ ~~of~~ ~~Business~~ ~~Law~~ ~~or~~
~~Statistical~~ academic units ~~and~~ ~~the~~ ~~Assistant~~ ~~to~~
~~the~~ ~~Dean~~ ~~for~~ ~~Minority~~ ~~Affairs~~
- Chair: Faculty member appointed by the Dean.
- Secretary: Elected by the Committee.
- Term of Membership: Two years for each faculty member.
- Function: To advise and recommend policy on ~~provide~~
//////////////////// faculty input ~~to~~ matters relating to
minority affairs.
- Regular Meetings: None.
- Other Meetings: When called by Chair with reasonable notice
to members.
- Agenda: Prepared by Chair and made available in advance
of meeting.
- Minutes: A summary of action taken. Available to members
of the faculty.
- Other: An annual report of the work done by the
Committee is to be submitted to the Dean and
made available to faculty members.
- Resources Available: Secretary to the Assistant to the Dean for
//////////////////// Minority Affairs Office of the Dean.



UNIVERSITY OF FLORIDA

College of Business Administration
Doug Snowball

201 BUS * Gainesville, Florida 32611
(904) 392-0165

March 7, 1988

M E M O R A N D U M

TO: Dean Merten

FROM: Doug Snowball *D.S.*

SUBJECT: Nonthesis Option for MA in Business Administration, Major in
Decision Information Sciences

The Graduate Committee has approved the attached proposal for a non-thesis MA degree in Business Administration, major in Decision Information Sciences. Currently, only a thesis option in management is available. The degree should provide an alternative for students who complete work in the Ph.D. program, but are counseled or choose to withdraw from that program. I would appreciate it if the Graduate Faculty could consider this proposal at our next faculty meeting.

MA in Business Administration
Major in
Decision and Information Sciences
Nonthesis Option

1.	MAN 5505	Operations Management	3
2.	ECP 6705	(or equivalent) Managerial Economics	3
3.	STAT 4321	Mathematical Statistics I	3
	or		
3.	STAT 6166	Statistical Methods in Research I	4
4.	COC 3110	(or equivalent) Introduction to CIS	3
5.	QMB 6827	Linear Programming for Mgt. Scientists	4
6.	QMB 6697	Optimization in Simulation Modeling	3
	or		
6.	QMB 6607	Decision Processes Under Uncertainty	4
7.	MAN 6905	Individual Work	6

25-27

Plus three approved electives at 3000 level or higher of at least nine hours.
Examples of acceptable electives are:

MAN 6511	Production Management Problems	3
QMB 6607	Decision Processes Under Uncertainty	4
QMB 6697	Optimization in Simulation Modeling	3
QMB 6877	Integer Programming and Networks	3
QMB 6857	Optimization in Static Managerial Models	4
QMB 6865	Optimization in Dynamic Managerial Models	4
CAP 5021	Computing Applications in Business	3
CAP 6627	Expert Systems	3
CAP 6652	Artificial Intelligence	3
CIS 6120	Database Management Systems	3
CIS 6125	Distributed Database Systems	3
ESI 6418	Linear Programming Extensions & Application	3
ESI 6429	Intro. to Nonlinear and Dynamic Programming	3
ESI 6358	Games and Decision Theory	3

A student may be able to substitute appropriate courses for the courses listed in 1-7, if he/she has had equivalent courses previously. For such substitutions, the student should obtain prior approval from his/her supervisory committee.

Total Hours: 34-39

Non S-U Hours > 3000: 34-39 (required 32)

Non S-U Hours > 5000 in major: 16-29 (required 16)

Comprehensive Examination: The student who elects the nonthesis option must pass a comprehensive written examination. This examination must be taken within six months of the date the degree is to be awarded. (This is a Graduate School Requirement).



UNIVERSITY OF FLORIDA

College of Business Administration
Doug Snowball

201 BUS * Gainesville, Florida 32611
(904) 392-0165

March 4, 1988

MEMORANDUM

TO: Graduate Faculty

FROM: Doug Snowball *D.S.*

The Graduate Committee is currently considering changes relating to the core requirements for the Ph.D. program. These changes have already been discussed by some departments. The attached materials include a statement of the philosophy of the program, a description of the proposed approach to the core and, for illustrative purposes, a description of the specific requirements that would apply to marketing majors. The Graduate Committee would like these materials to be discussed at the March faculty meeting, although no formal action will be proposed at that meeting. This discussion will be useful to the Graduate Committee members when they vote on the proposals later this month. The Committee intends to bring formal proposals before the graduate faculty at the April faculty meeting.

Doctoral Program Philosophy Statement

The primary purpose of the doctoral programs in business administration and economics should be to prepare candidates for productive accomplishments as scholars at well regarded research institutions. The creation and appreciation of new knowledge developed through scientific inquiry and the dissemination of that knowledge are the fundamental responsibilities of scholars. In preparing candidates for those responsibilities, doctoral programs in the College of Business Administration should emphasize the development of research skills within chosen areas of business administration and economics.

The importance of research, including its implications for teaching and service must be emphasized in all stages of the doctoral program. Admission of students to the programs should be based on assessments of their interest in, and understanding of the importance of research and of their intellectual capacity and motivation to succeed in the program. The curriculum required of doctoral students should include coursework that is both functional and methodological. The progressive steps should have an increasing emphasis on scholarly research.

More specifically, the doctoral program should provide students the opportunity to develop:

a general knowledge and understanding of the forms, natures, purposes, and activities of business firms, and theories that address these attributes;

any understanding of the existing body of knowledge, research and scholarship constituting their major interest area within business administration and economics;

an appreciation of the chain of events, of the schools of thought, and of the critical issues underlying the evolution of their major interest area;

an ability to relate issues grounded in their major interest area to the broader field of business and to the multiple environments in which business operates;

a philosophy of science and research appropriate for scholarly inquiry into important questions about business administration and economics;

the skill needed to conceptualize problems within their major interest area for the purpose of scientific inquiry;

the skill needed to choose important issues, select appropriate research methods and apply relevant methodological tools;

an ability to write and to communicate orally one's ideas and research findings to a variety of audiences including students, fellow scholars and business practitioners;

and a level of expertise in teaching within an area of business administration and economics; an expertise that includes knowledge and skill in designing courses, creating an environment for learning, developing classroom strategies, and evaluating performance.

Upon graduation from the doctoral program, a candidate should have a sound knowledge of a functional area of business and economics, a research program solidly based in scientific method, and a level of expertise in teaching and disseminating the results of original research. The doctoral student should leave with the habits and the attitudes that constitute a research ethic.

DRAFT

This material is intended to replace the material on p. 66 of the 1987-88 Graduate Catalog.

BUSINESS ADMINISTRATION-**GENERAL****College of Business Administration**

Graduate programs offered by the College of Business Administration are the Doctor of Philosophy in economics; the Doctor of Philosophy in business administration; the Master of Arts in economics; the Master of Arts in business administration with tracks in decision and information sciences, finance, insurance, management, marketing, or real estate and urban analysis; the Master of Business Administration (MBA); and the Master of Science in computer and information sciences. The Master of Accounting degree (M.Acc.) is offered through the Fisher School of Accounting. Fields of concentration and requirements for the MBA are given under **Requirements for Master's Degree** in the front section of the Catalog. Requirements for all Ph.D. and M.A. degrees may be found under the description for the respective department.

The Ph.D. in business administration requires a principal or major field in one of the following: accounting, decision and information sciences, finance, insurance, management, marketing, or real estate and urban

analysis. Specific requirements for the various fields and specialties within the fields are stated in the field descriptions in this Catalog. All candidates for the Ph.D. in business administration must satisfy the following general requirements.

Breadth Requirement: All applicants are expected to have completed prior business-related coursework at either the advanced undergraduate or graduate level. Students entering without prior work are required to take a minimum of three graduate courses in at least two fields other than their chosen area of concentration. Most often, the appropriate courses will be found in the MBA first-year core; the particular courses to be taken by a student will be decided in consultation with the student's academic advisor. In no circumstance may courses be taken outside the College of Business Administration to fulfill this requirement once the student is enrolled in the program.

{Rationale: The goal of this requirement is to ensure that all candidates have a broad understanding of the functions of an enterprise. This requirement would not be invoked for students holding an MBA degree or a business undergraduate degree. The decision to waive this requirement rests with the student's major field, subject to approval by the Graduate Committee.}

Research Skills Requirement: All students must complete a six-course research skills sequence that prepares them for scholarly research in their chosen area of concentration. Research skills are defined as primarily methodological rather than substantive knowledge domains and

include topics such as statistics, quantitative analysis, research design, philosophy of science, and econometrics. The specific research skills required by each area of concentration can be found in the field descriptions in this Catalog.

{Rationale: This more flexible statement of the old, and severely outdated "core," asserts strongly the overriding emphasis of the Ph.D. program on scholarly research. Yet it allows programs with differing research paradigms to more closely tailor the requirement to the set of skills that will be most useful to students in that area. This position is consistent with the recommendations of the 1985 Ph.D. Program Review Committee and also with the posture of the Long Range Planning Committee in its emphasis on preparing Ph.D. students for "leading edge" research in their disciplines.

Operationally, each academic unit will submit to the Graduate Committee its proposed Research Skills sequence, listing topics and courses that will satisfy the requirement (with alternates, if appropriate). The Graduate Committee will perform a "quality control" function by approving each unit's sequence and hearing petitions on any proposed exceptions. See the last page of this document for an example of the breadth and research skills requirements.}

Admission Requirements: Applicants for all graduate programs in the College of Business Administration must meet the Graduate School's admission standards. Applicants may take the Graduate Management Admission Test (GMAT) rather than the Graduate Record Examination

(GRE). Candidates for admission to the MBA program are required to take the GMAT.

The Ph.D. in business administration program requires admission standards of at least the following: a combined verbal and quantitative score of 1150 on the Graduate Record Examination, or a score of 550 on the Graduate Management Admission Test. Admission to the Ph.D. program cannot be granted until scores are received. Students for whom English is not their native language must submit a TOEFL score of at least 550 and a satisfactory GMAT or GRE score.

Other requirements for the Ph.D. degree include satisfactory completion of graduate coursework in the major field of concentration, as well as one or two supporting fields designed to add depth to the student's research training. The area(s) of depth are selected by the student in consultation with his or her advisory committee, and may be within or outside the College of Business, Administration.

Students are also required to pass a qualifying examination consisting of both a written and an oral section in their major field of concentration. Finally, each student is expected to write a dissertation of the highest scholarly caliber that makes a significant contribution to knowledge in their chosen area of research.

MARKETING

Breadth Requirement

ECP 6705 - Economics of Business Decisions

or

ECO 6115 - Microeconomic Theory I

and any two of the following:

ACG 5005 - Financial Accounting

FIN 5405 - Business Financial Management

MAN 5505 - Operations Management

MAN 6156 - Organizational Behavior I

Research Skills Requirement

GEB 5805 - Mathematical Methods and Their Applications to Business and
Economic Analysis

STA 4202 - Applied Statistics I

STA 4321 - Mathematical Statistics I

STA 4203 - Applied Statistics II

or

STA 4322 - Mathematical Statistics II

MAR 7622 - Design of Marketing Research

or

PPE 6308 - Research Methods II

MAR 7625 - Advanced Statistical Analysis in Marketing Research

or

STA 6706 - Applied Multivariate Methods for Behavioral Research

MAR 7627 - Subjective Measurement in Marketing and Survey Research



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COLLEGE OF BUSINESS
ADMINISTRATION
COLLEGE OF BUSINESS ADMINISTRATION
ALAN G. MERTEN, DEAN

GAINESVILLE, FLORIDA 32611
(904) 392-2397

GENERAL FACULTY MEETING
March 15, 1988

MINUTES

1. Announcements

Dean Merten announced that the first Huber Hurst Lecturer, Justice Stephen Grimes, is speaking today and urged the faculty to attend a reception at 5:00 p.m. in room 200 BUS. Justice Grimes is a graduate of the University of Florida College of Business Administration and College of Law.

2. Minutes

Minutes from the January 12, 1988, Faculty Meeting were approved as distributed.

3. Committee Reports

Minority Affairs Committee

Joe Reitz reported for the Minority Affairs Committee. He commended Irv Gleim for the time and effort he has invested in directing the activities of this Committee. Committee members are convinced that this Committee and the faculty, in general, can improve the record of the College with respect to minority faculty and students.

The number of applications from black students has been very low and little has been done to retain minority students. The Committee will work with the University to establish programs to help change this. The Committee has also been working on establishing policies and guidelines regarding recruitment of minority students.

Professor Reitz reported on an incident where a corporate recruiter had made several racial remarks to a minority student during an on-campus interview. Dean Snowball commented that the company had been informed of the incident and that he was informed that the recruiter would no longer be involved in any college recruiting. Dean Merten reported that we have requested additional staffing for our placement activities to provide improved professional placement services for all of our students.

The Dean thanked the Committee and congratulated them on their work.

The Dean explained that first task of the newly formed Faculty Advisory Committee will be to review all suggestions received concerning the by-laws. He asked that the faculty review the by-laws distributed for the March 15 faculty meeting and make suggestions to the Dean's office prior to April 5, in order that the Faculty Advisory Committee may review the suggestions.

6. Dean's Report

Dean Merten proposed that nominations for the Research, Sabbatical, and Promotion and Tenure committees be taken at the last faculty meeting of the year, with balloting taking place immediately thereafter. It was also proposed that all committees should have their memberships determined at the end of one academic year in preparation for the beginning of the upcoming year.

The meeting was adjourned at 5:00 p.m.

cc: Lee-Ann Humenik
Larry Humes
Naoma Young
Tom Boyden