



# UNIVERSITY OF FLORIDA

College of Business Administration  
Graduate School of Business  
Fisher School of Accounting  
JOHN KRAFT, DEAN

AUG 20

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## GENERAL FACULTY MEETING

8/27/93

### AGENDA

1:00 p.m. 102 BUS

1. Minutes from the March 19, 1993 General Faculty Meeting (attachment 1).
2. Introduction of New Faculty Members by their respective Academic Unit Head.
3. Undergraduate Curriculum Changes - Mark Rush  
- DELETE 3000-4000 Level Rule (attachment 2)  
(The rule reads, from the Undergraduate Catalog under COURSE PREREQUISITES, as follows:  
"In addition, students are required to complete, or be in the process of completing, all 3000-level core courses before registering for 4000-level major field course.")
4. PhD Program Report -Rich Lutz
5. Dean's Report -John Kraft
6. Other Business

## GRADUATE FACULTY MEETING

### AGENDA

1. Minutes from the March 19, 1993 Graduate Faculty Meeting.
2. Curriculum Changes - -John Lynch  
Change in title of ECP 6407. The previous title was Public Policy and Social Control. The new title is Economic and Legal Environment of Business. (attachment 3)
3. Informational Item - (TO BE VOTED ON AT NEXT 9/24/93 FACULTY MTG).  
- Continuation of the MBA for Managers Program -Chris James  
(attachment 4).
4. Other Business

April 7, 1993

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Nominations were taken from the floor to elect four members from the Assistant or Associate Professor rank to serve on the Faculty Advisory Committee. Those nominated were Bill Bomberger, David Ling, Joe Alba, Dave Brown, Rich Romano, and Robert Emerson. The motion was made and seconded to close the floor for nominations. A secret ballot will be distributed to elect the four individuals who will serve on the Committee.

3. ELECTION OF PARLIAMENTARIAN

J.B. Ray was elected by unanimous vote to hold the position of Parliamentarian for the 1993-94 academic year.

4. UNDERGRADUATE COMMITTEE

The Undergraduate Committee has approved the following curriculum related items and requested that they be placed on the agenda as action items:

- 1) Add "Computing Skills" a preprofessional requirement to be met in one of three ways:
  - a) Take and attain a passing grade in CAP 3802 or equivalent
  - b) Take and pass the non-credit "Computing Skills" course offered by CIRCA
  - c) Pass the exemption test to be administered by CIRCA
- 2) Change ISM 3011
  - a) Reduce credit hours from 3 to 2
  - b) Change prerequisites from "Permission of instructor" to "MAN 3021 and preprofessional "Computing Skills" requirement.
- 3) Change CBA core requirement
  - a) Remove QMB 3600 as a CBA core course
  - b) Add MAN 4504 as a CBA core course
- 4) Change CBA core requirement
  - a) Remove ECO 3101 as an alternate CBA core course. All CBA students must take ECO 3100 as part of their CBA core curriculum
- 5) Add a new 4000 level economics course, "Game Theory and Economic Applications"
- 6) Change the International Studies and Diversity" requirement
  - a) Increase from 6 to 9 credit hours.
  - b) Include the College's international courses
    - ECO 3700 - International Economics
    - FIN 4604 - International Finance
    - MAR 4156 - International Marketing
    - International Management

Dean Kraft stated that each change will be voted on individually not as a whole. Wes Hutchinson presented each item to the faculty for discussion and action. Items # 1-4 were discussed, a motion was made and seconded for each item to approve the proposed changes. Item # 6 was discussed out of order. A motion was made and seconded. After much discussion, Dean Kraft stated that the faculty will be voting on a motion that increases the international studies and diversity requirements in the GEN ED part of the student curriculum from 6 to 9

April 7, 1993  
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Dr. Hal Smith presented the item for action. Discussion took place. A motion was made and seconded to approve the curriculum change as proposed.

2. ANNOUNCEMENTS AND OTHER BUSINESS

At this time Dean Kraft briefly discussed the outcome of the raises mentioned in the paper. The paper says that the UFF was successful in the Supreme Court on the salary increase that was approved by the Legislature in 1992. Although there are many ways to interpret what has been said, he suggested further discussions wait until after the State receives clarification from the Supreme Court.

Dean Kraft stated that he has no idea at this time what will happen with summer school. The schedule has been published but we have not been told what funds will be available. As soon as we know, it will be reported to the faculty.

A motion was made and seconded to ajourn the Graduate Faculty meeting.

FAC319.MIN/TXTRCM



# UNIVERSITY OF FLORIDA

College of Business Administration  
W. Andrew McCollough  
Associate Dean

109 Bryan Hall \* P.O. Box 117150  
Gainesville, Florida 32611-7150  
Office (904) 392-8436, ext. 1223 \* FAX (904) 392-2086

August 16, 1993

## MEMORANDUM

TO: John Kraft  
FROM: W. Andrew McCollough *WAM/sh*  
SUBJECT: Curriculum Changes

The Graduate Committee has approved the change in title of ECP 6407. The previous title was Public Policy and Social Control. The new title is Economic and Legal Environment of Business. They have requested that this change be presented at the next College of Business Administration Graduate Faculty Meeting for approval.

WAM:sh

## Attachments

cc: Rich Lutz  
John Lynch



GRADUATE SCHOOL OF BUSINESS ADMINISTRATION  
UNIVERSITY OF FLORIDA

ROBERT F. LANZILLOTTI  
DEAN EMERITUS

EMINENT SCHOLAR CHAIR OF  
AMERICAN ECONOMIC INSTITUTIONS

April 20, 1993

Dr. Larry Kenny  
Chair, Economics Department  
224 Matherly Hall  
Campus

Dear Larry:

In conjunction with the recent decision of the Economics faculty to develop an Economics concentration ("specialization") in the MBA program (cf your memo of March 15, 1993 to Steve DeKrey), I would like to request that the title of Econ 6407 be changed from "Public Policy and Social Control" to "Economic and Legal Environment of Business." This title (a) reflects more accurately the content of the course, (b) will be seen by MBA candidates as more specifically dealing with economics, the law and business, rather than a vague "policy-social control" emphasis; and (c) I believe the revision can be processed as a "minor" change for catalog purposes. It may not even need any special faculty action.

If you have any problems with this, please let me know.

Sincerely,

RFL/jm  
cc: Steve DeKrey

# Course Termination or Change Transmittal Form

## Instructions for Completion of Part I

The Course Termination or Change Transmittal Form is used for transmitting the following course information to the Statewide Course Numbering System (SCNS):

1. Prefixes and numbers of courses which will no longer be offered by the institution.
2. Institutional recommendation of prefix and course number for a changed course.
3. Additional course information to be recorded in the SCNS inventory.
4. Supporting documentation for review by the faculty discipline coordinator for possible reassignment of prefix and course number.

All information requested on this form is necessary for the efficient and timely maintenance of the SCNS inventory. Thus, all items on Part I of this form must be completed before it is forwarded to the Florida Department of Education (DOE). An updated course syllabus must be attached in cases where course content has changed or a new prefix or number is requested.

The following instructions and definitions are provided to clarify items to be completed on the Course Termination or Change Transmittal Form.

**Instructional Unit or Department:** Academic unit responsible for teaching the course.

**Terminate Current Course, Effective Date:** If a course will no longer be offered, please provide the term (month/year) beyond which the course will no longer be offered.

### Current SCNS Course Identification:

**Discipline (SMA):** A three-digit code representing a broad Subject Matter Area. SCNS staff will enter this number if the appropriate number is not known.

**Prefix:** A three-letter code indicating placement of a course within the discipline.

**Level:** A one-digit code preceding the course number which indicates the level (e.g., freshman, sophomore, etc.) at which the course is to be taught. This number is to be assigned by the institution according to state and institutional policy.

**Course Number:** A three-digit code indicating the specific content of the course based on the SCNS taxonomy and course equivalency profiles.

**Lab Code:** This code is ordinarily left blank. The letter "C" may be used to indicate a combination of lecture and laboratory. An "L" indicates a laboratory for which a student may register separately in connection with a lecture having the same number with a blank lab code. The "L" may also be used for a course which is a laboratory in its entirety.

**Contact Hours:** "Base" contact hours are determined by dividing the total number of classroom meeting hours per semester by the number of weeks in the semester. That is,

$$\frac{8 \text{ (hours class meets per week)} \times 4 \text{ (number of weeks class meets)}}{16 \text{ (number of weeks in semester)}} = \frac{32}{16} = 2 \text{ Base Contact Hours}$$

"Headcount" contact hours are determined by dividing the average number of hours the instructor meets with one student during the semester by 3 times the number of weeks in the semester. That is,

$$\frac{1 \text{ (average number hours per student)} \times 16 \text{ (number weeks in semester)}}{3 \times 16 \text{ (number of weeks in semester)}} = \frac{16}{48} = .33 \text{ Headcount Contact Hours}$$

**Institution's Course Title:** The title of the course as it appears in the catalog.

**Course Change Information:** If changes are to be made in a course's identification, list all recommended changes using the definitions for discipline, prefix, level, course number, lab code, and the institution's course title. All changes including the amount and type of credit may affect the course prefix and number. All changes are subject to approval of the appropriate Faculty Discipline Coordinator based on the SCNS taxonomy and classification system.

**Prerequisites/Corequisites:** Indicate prefix and number or content of courses and other requirements which must be satisfied prior to enrollment in this course or concurrently with this course.

**Intended Students:** Check all appropriate categories. For category of "Other," describe the intended registrants, e.g., secondary school music teachers, registered nurses, dieticians.

**Category of Instruction:** Introductory courses are those which require no prerequisites and are general in nature. Intermediate courses require some prior preparation in a related area. Advanced courses require specific competencies or knowledge relevant to the topic prior to enrollment.

**Change Course Title:** Provide the title of the course as it will appear in the catalog.

**Change Course Description:** Provide a brief narrative description of the content of the course as it will appear in the catalog. A course syllabus including a course outline of major topics must be attached for a course to be reclassified, as well as for content changes.

**Effective Date:** Provide month, day, and year of term in which the change will first be effective.

### Signatures:

**Department Chair:** Signature and date are required to indicate departmental approval of the request.

**College Dean:** Signature of college dean and date indicate approval of the college level curriculum committee or, if no such committee exists, approval of college.

**Graduate Dean:** All graduate level courses must be approved by the Graduate Curriculum Committee; signature and date indicate the course has the committee's review and approval.

**Institutional Contact:** All forms must be signed and dated by the institution's designated SCNS contact person. For undergraduate and professional courses, this signature also indicates approval of the University Curriculum Committee.

**Do Not Complete** Parts II and III.

Should you have questions concerning the completion of this form, call Nancy Gullic at 392-1361, ext. 7302. Call Helen Martin at 392-1282 for questions concerning graduate courses.

**UNIVERSITY OF FLORIDA****COLLEGE OF BUSINESS ADMINISTRATION  
MBA PROGRAM****GAINESVILLE 32611-2017  
Phone: 904-392-7992****MBA FOR MANAGERS**

Attachment 1

**Draft Proposal**

March 2, 1992

**Introduction**

There appears to be strong demand for The Florida MBA Program from people in the work force. Over the years the many requests for a part-time MBA program at Florida have resulted in several surveys. Earlier surveys pointed to a limit in the number of qualified candidates in the Gainesville area necessary to sustain a part-time program. The most recent survey, a phone survey sponsored by the Business Leaders Forum in spring of 1990, convinced the MBA administration that sufficient market demand does exist to run a small program for the fully employed. A proposal approved by the MBA committee was presented to college department chairmen in fall of 1990. The plan was tabled due to the budget crisis.

This proposal is a version of the one passed by the MBA committee with two critical modifications. This proposal reflects the recently approved 16 course MBA program and describes a program which can generate sufficient revenues to cover its costs. This pilot program is viewed as the beginning of executive MBA education at the University of Florida.

**PLAN****Admissions**

The target group for this program is employed professionals within approximately a 100 mile radius of campus. Identical criteria used to select candidates for the full-time program will be adopted with the addition of a minimum work experience requirement of 2 years. All procedures established by the graduate school will be followed. Candidate quality comparable to our full-time program is the goal. All applicants will be required to interview with a member of the admissions committee. Enrollment is limited to Florida residents.

**Program**

The sixteen courses will be offered in 4 eleven week terms per year on a two year cycle. Two course sections will be taught each Saturday, allowing candidates from as far as Jacksonville and Ocala to participate. The program will begin in January 1993, with the first participants graduating in December 1994 (exhibit 1). Only the General Business concentration will be offered. Professional development seminars such as business writing and public speaking will be provided. The program is neutral with respect to undergraduate course offerings. If the program is in-load the college will provide funds to support graduate students to staff undergraduate courses lost during Fall or Spring semester.

**MBA FOR MANAGERS  
1993 Class Profile**

Interviews

100% of Class

Work Experience

2 - 28 Years  
Average 8.6 Years

GMAT Scores

Middle 50% Range 530 - 630

Demographics

37% Female  
8% Minority  
Average Age: 33

Undergraduate Record

Median GPA 3.21  
36% Have UF degree  
25 Different schools represented

Residency

69% Gainesville  
11% Ocala  
11% Jacksonville  
9% Other

Graduate Record

28% Hold another graduate degree  
Middle 75% GGPA Range 3.22 - 3.78

Degrees include: Medicine, Law, Education, Engineering, Plant Pathology, Journalism, Psychology, Counselor Education, Forestry

Organizations represented include: AVMED, UF, Shands Hospital, Emergency One, Florida Rock Industries, Florida Power, MERCK, Philip Morris, Gates Energy, Johnson & Johnson Vistakon, ESE, Applied Digital Technogy

Positions held include: Quality Control Manager, Project Engineer, Controller, Project Manager, Account Manager, Marketing Division Manager, Vice President of Marketing, Director of Human Resources, International Sales Manager, Senior Scientist





# UNIVERSITY OF FLORIDA

COLLEGE OF BUSINESS ADMINISTRATION  
MBA PROGRAM  
Steven J. DeKrey, Director

GAINESVILLE 32611-1750  
Phone: 904-392-7992  
Fax: 904-392-8791

May 18, 1993

TO: Joe Alba and Pat Thompson  
FROM: Steve DeKrey  
RE: MBA For Managers

Attached please find the results of our mid term survey of the MBA For Managers students. Overall their comments are quite positive. Our students are working hard and gaining a great deal from the program.

Beginning on Saturday May 22nd, the staff member in charge of the office will be responsible for opening necessary rooms. We have contacted maintenance once again about the temperature in BUS 102. If it cannot be fixed we will move Professor Thompsons Stat class to Matherly 120.

Please note the high attendance. Only 5 students have missed one class with perfect attendance for the remaining 28 students. I am not convinced video taping is necessary nor even a good idea. We do not want to make it easy to miss class. The program could provide a high quality tape recorder for the students to use. This would eliminate the expense of an operator yet still capture the contents of the classroom. Ideas?

Over half of the students have joined the MBAA. Our plan is to help them get organized so they can provide input into resolving these and upcoming issues.

cc: Deans Office  
MBA Program Staff

6. Keeping up on your course work is essential to your learning and the quality of our program. What value would you place on automatically receiving a video tape of a missed class by Wednesday of the following week?

|            | NUMBER    | PERCENTAGE |
|------------|-----------|------------|
| a) \$15.00 | <u>13</u> | <u>42</u>  |
| b) \$25.00 | <u>12</u> | <u>39</u>  |
| c) \$35.00 | <u>3</u>  | <u>9</u>   |
| d) \$45.00 | <u>1</u>  | <u>3</u>   |
| e) \$50.00 | <u>3</u>  | <u>8</u>   |

AVERAGE DOLLAR:

\$ 24.85

7. Have you joined the MBAA?

|     | NUMBER    | PERCENTAGE |
|-----|-----------|------------|
| yes | <u>18</u> | <u>69</u>  |
| no  | <u>8</u>  | <u>31</u>  |

8. Outside of classroom instruction, please provide the time in hours per week you **expected** to spend studying and preparing for class and how much time you **actually** spend?

expectation

a) 0 - 5 hours per week.

NUMBER 2

PERCENTAGE 6

b) 6 - 10 hours per week.

NUMBER 20

PERCENTAGE 61

c) 11 - 15 hours per week.

NUMBER 6

PERCENTAGE 18

d) 16 - 20 hours per week.

NUMBER 4

PERCENTAGE 12

e) more than 20 hours per week.

NUMBER 1

PERCENTAGE 3

actual

a) 0 - 5 hours per week.

NUMBER 1

PERCENTAGE 3

b) 6 - 10 hours per week.

NUMBER 8

PERCENTAGE 24

c) 11 - 15 hours per week.

NUMBER 15

PERCENTAGE 45

d) 16 - 20 hours per week.

NUMBER 8

PERCENTAGE 24

e) more than 20 hours per week.

NUMBER

AVG EXP

11 - 15 hrs/wk

AVG ACT

11 - 15 hrs/wk



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## GENERAL FACULTY MEETING 8/27/93 MINUTES

1. MINUTES

The minutes of the 3/19/93 General Faculty Meeting were approved as distributed.

2. NEW FACULTY INTRODUCTION

The new faculty were to the College were introduced:

- Yasemin Aksoy, Visiting Assistant Professor in DIS
- Joanne Hurd, Visiting Assistant Professor in DIS
- Luis Rivera-Batiz, Assistant Professor in Economics
- Jae-Young Kim, Visiting Associate Professor in Economics
- Andy Naranjo, Assistant Professor in Finance
- Robert Thomas, Assistant Professor in Management
- Michael Plater, Lecturer in Management
- David Jamison, Lecturer in Marketing
- Amna Kirmani, Visiting Assistant Professor in Marketing

In addition, three international faculty from Japan were introduced. One each from Accounting, Economics and Marketing.

3. UNDERGRADUATE CURRICULUM CHANGES

- The Undergraduate Committee passed the following curriculum change and requested that it be presented as an action item:
  - DELETE 3000-4000 level rule

The rule reads, from the Undergraduate Catalog under COURSE PREREQUISITES, as follows:

"In addition, students are required to complete, or be in the process of completing, all 3000-level core courses before registering for 4000-level major field course."

The floor was opened for discussion. A motion was made, seconded and passed to approve this request.

4. PH.D. PROGRAM REPORT

Rich Lutz gave a brief report on the Ph.D. Program. He presented statistical information on placement. He encouraged the faculty to work closely with the doctoral students to prepare them for placement. He also gave an estimated enrollment for this Fall of 29 entering students across all the departments.

September 20, 1993

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5. DEAN'S REPORT

Dean Kraft stated that since he has recently met with each individual department, he has no other items to report at this time.

6. OTHER BUSINESS

Dean Kraft gave the estimated enrollment for this Fall of 1,258 students. He stated that our student credit hours are down by 3,000 from last Fall.

Dean Kraft moved that the General Faculty Meeting adjourn. The motion was seconded.

GRADUATE FACULTY MEETING  
MINUTES

1. MINUTES

The minutes from the 3/19/93 Graduate Faculty Meeting were approved as distributed.

2. CURRICULUM CHANGE

John Lynch presented the curriculum change as:

-Change in title of ECP 6407. The previous title was Public Policy and Social Control. The new title presented read Law and Economics in the Managerial Setting. A motion was made, seconded and passed to change the title as presented.

3. MBA FOR MANAGERS

This item was presented as informational to be voted on at the 9/24/93 Faculty meeting. No discussion took place.

FACMIN.828/TXTRCM