

## **JSA BOARD MEETING WITH GEORGE KANATAS**

**Agenda:** Introduction, Update on JSA progress, Discussion of specific issues, Update on administration, and Future meetings.

**Date:** September 10, 2004

**Location:** Room 360

**Time:** 12:30 p.m.

**Attendees:** George Kanatas, Jay Hawthorn, Vinson George, Michael Zievers, Robert Lilienstern, Timothy Okabayashi, Elizabeth Tobin, Gerhard Golden, Ribka Emmanuel, and Jenny Maxwell.

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### **Introduction**

Jay Hawthorn began the meeting with compliments to George from second-year students regarding the curriculum and professors.

### **Update on JSA progress**

New charter:

JSA approved a new charter and registered charter with GSA.

New committees:

Updated George on the formation and implementation of our committees formed and the selection of JSA Board members to serve as liaisons for different issues/activities. The JSA has been very active in inviting the entire student body to participate in these committees and to communicate with liaisons.

New JSA faculty representative:

James Weston accepted this role for the 2004-2005 academic year.

Discussion of issues:

JSA has and will continue to address all concerns brought to its attention and to improve the Jones MBA program according to students' preferences.

### **Discussion of Specific Issues**

Late course packets:

George is very concerned about this issue. Last year, George clearly stated his expectations to all faculty that late course packets are unacceptable. George met with employees in the printing department this morning for one hour to further discuss the challenges of printing packets in a timely manner.

The agreed upon goals for course packets are to have provide all packets to students by the Friday before classes start on the following Monday and to not have to set unrealistic deadlines for faculty to send their information to the printing department. George reminded us about the challenge of copyright issues, which can delay the process up-to two weeks and the challenge of having one facility to print for both the MBA and EMBA programs. Furthermore, George proposed for all faculty to post all time-sensitive information (or all the information) on their course websites, which would lower student fees for this service if students agreed to receive all course information via the web.

Suggestions were made about posting a page on the JSA website with all course links listed to inform students where to go for information. If a course does not

have a website, then the material would be listed on the JSA site. George wants all professors to have websites for posting materials and for communicating with students (without password protection for basic course materials and information). George will raise these issues on Monday during a meeting with the professors.

No access to courses' syllabi prior to the academic school year:

George will address this issue with faculty on Monday and hopes to resolve this issue through the improvement of faculty using their websites (without password protection) more effectively to communicate with students.

Rice logo:

George will follow-up with Peter Veruki and Deborah Thomas regarding requiring the consistent use of the new Rice MBA logo. Gerhard will follow-up with George on this issue. An email will be sent to all students reminding them of this policy. The question was raised if clubs should be required to use this logo or allow them the option to use an alternative logo if it states the club name on it. George will communicate to faculty to use only the approved Rice MBA logo on their websites.

Owl Awards ceremony:

JSA shared with George the overall un-satisfaction with the recent timing of the Owl Award ceremony being held at 4:30 pm. on a Thursday. The ceremony was poorly attended. Possible ideas proposed: coffee colloquium time or company day. In addition, we recommended George have all Owl awards engraved in the future.

First-year Curriculum Challenges:

(see previous JSA Board meeting notes for more specifics on these issues)

MGMT (543) Finance Professor:

George reported that Professor Flemings has observed the class and provided professor with feedback in addition to the professor gathering feedback from his students. Professor has incorporated changes to his teaching style and curriculum and other finance professors will continue to monitor the class to assist in additional improvements in the course.

MGMT (540) Economics Professor:

George has informed the professor that the course material started off too advanced and is working with the professor.

MGMT (570) Strategy Professor:

George is aware that the professor has assigned what is considered by the majority to be work above the normal required work load. In addition, JSA notified George of two incidents where the professor reprimanded a student in class for a situation that was beyond the student's control. George will follow-up with this professor

## **Update on Administration**

#### CPC Vacancy:

George informed us that John Reed was initially hired for the CPC but later applied for Carrie Miller's role as Director of the MBA Office when Carrie resigned due to maternity reasons. John is now the MBA Office Director and his position in the CPC is vacant until the school finds a replacement.

#### Admissions Vacancy:

Peter Veruki will be retiring at the end of May and Lisa Anderson will be promoted as the Director of Admissions. Charlotte has already been promoted as Director of the CPC to take over Peter's current role in the CPC. The Admissions office is now looking for a replacement for Stacie Easterling.

#### John Reed's new roles:

JSA has received John Reed's bio and will meet with him to understand more about his new role.

### **Future meetings**

#### Administration's meetings with JSA

In the future, the JSA will meet with John Reed since the Board's liaison to the school's MBA office should be done through the MBA Office Director.

Jay and Vinson will schedule a meeting with John next week to discuss his role and preferred interactions with the JSA Board. The Associate Dean's, George Kanatas, role is to direct with faculty and be involved only with serious issues with the JSA.

#### Administration's meetings with students

We agreed to formalize the coffee colloquiums with John Reed and George Kanatas and to inform students about the events in advance. George will ask Kathy Spradling to send an email out to students when John and/or George will be attending and place their attendance in the subject line.

George will also schedule another open forum for students to participate in a Q&A session with George, John Reed, Peter Veruki, and the Dean, if the Dean can attend. The event is to be held in the middle of module II and will be held to address high-level general questions.

### **Other**

George met with leaders from the International Management Club regarding adding more international programs to the Jones school. George will be in China next week to learn more about opportunities for students to study/visit China and he is going to research this same information for Mexico.

Meeting adjourned.