



David Eccles School of Business

THE UNIVERSITY OF UTAH

2016 Full Time MBA Student Guidebook

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David Eccles School of Business

The David Eccles School of Business has a history of excellence in business education that spans more than a century. From its beginnings in 1896 as part of the Economics and Sociology Department, it was quickly obvious that there was a great need to educate students in matters of business. By 1917, it became the School of Commerce and Finance, and enrolled a respectable 126 students in its first year as an official school. Today, the David Eccles School of Business educates nearly 3,500 students in five major departments of study. In just over 100 years, the David Eccles School of Business has risen to the forefront of business education in the Intermountain West.

In 1955, the business school instituted the first MBA program between the Rockies and the Pacific. The first MBA degrees were awarded in 1957. In 1991, the School of Business was named the David Eccles School of Business in honor of one of Utah's most prominent and successful frontier industrialist. David Eccles founded 54 businesses in many sectors throughout Utah, Idaho, Oregon and Wyoming during the latter part of the 19th century. At the time of his death, he was president of 17 corporations and seven banks and served as the acting director of 24 businesses in various industries. A \$15 million endowment was given by his youngest daughter, Emma Eccles Jones, to rename the school.

The C. Roland Christiansen Center opened in 2000, providing a learning environment where students and faculty can interact with one another. The Center offers broad access to technology and a great space for students to study and gather. With the completion of the Spencer Fox Eccles Business Building in 2013, students are welcomed to sophisticated learning, researching and interacting spaces, plus show-stopping views of the Wasatch Mountains and downtown Salt Lake.



Taylor Randall

Dean

Dean Taylor Randall has led The University of Utah David Eccles School of Business since 2009. Randall has elevated the school's national reputation as a place of innovation, garnering Top 25 entrepreneurship rankings for both undergraduate and graduate programs. In 2015 alone, six of the school's programs were ranked Top 25.

Under his leadership, the value of an Eccles School education has increased dramatically. Experiential learning opportunities have expanded, with the Student Investment Fund and student-run University Venture Fund continuing to grow and provide students with real-world learning opportunities. New career management centers for both graduates and undergraduates have opened, and a state-of-the-art \$72 million classroom and administrative building was designed, constructed and opened.

That building, the Spencer Fox Eccles Business Building, is one of three business school buildings on campus and serves as the home of the Eccles School. A fourth on-campus business building, the \$45 million Lassonde Studios, is now under construction and is scheduled to open in August 2016.

Randall leads the David Eccles School of Business National Advisory Board, consisting of CEOs and other prominent business minds around the country, to help him provide vision for the school's future.

The quality of the Eccles School education has continued to grow under Randall's leadership. The Executive MBA program was recently ranked in the Top 30 in the nation and fourth in the West. The Eccles School's more than 35,000 alumni gather at events both locally and internationally, with more than a dozen annual events throughout Europe and Asia.

Before assuming the role of dean, Randall served as a professor of accounting for 11 years, earning accolades throughout his teaching career. He served as the George S. Eccles Faculty Fellow, won the MBA and Executive MBA teaching awards, the Brady Superior Teaching Award and the Marvin J. Ashton Excellence Award. The University Venture Fund became the largest student-run venture fund in the country under his guidance as faculty director.

Randall's roots at the University of Utah run deep. His grandfather, Clyde, served as dean of the business school and Randall's father, Reed, also worked at the U as a professor and director of the School of Accounting.

Randall graduated from the University of Utah with honors in accounting and then earned an MBA and Ph.D. in operations and information management from the Wharton School of Business at the University of Pennsylvania. His research there focused on the economic impact of operational strategies.

In addition to his work in the classroom and the dean's office at the David Eccles School of Business, Randall has served as visiting faculty at Wharton, Washington University and INSEAD, a graduate business school with campuses in Europe, Asia and the Middle East.

Randall and his wife have four children and reside in Salt Lake City, Utah.





Brad Vierig

Associate Dean - MBA Programs & Executive Education

Brad is the Associate Dean of the David Eccles School of Business at the University of Utah. He is responsible for the Executive MBA, Professional MBA, Full-time MBA, Online MBA and Executive Education. Brad teaches both the Corporate Finance and Global Management courses in the Executive MBA program. He has led more than 14 trips overseas with over 600 executives and faculty to all parts of the globe.

Prior to joining the David Eccles School of Business, Brad worked for ten years as a senior financial executive with American Stores Company, an NYSE-listed company with retail sales of food and drug store merchandise of over \$18 billion annually. Brad played a key management role providing financial leadership and strategy. Brad also spent ten successful years in the auditing and accounting division of Ernst & Young, an international accounting and consulting firm, where he served multiple

clients in industries such as banking, retail food and drug, mining, real estate, and aerospace and defense.

Brad is the Past Chair of the International Executive MBA Council Board of Trustees. His past assignments include treasurer, co-chair of the council's annual meeting in Chicago, and various positions on planning committees for annual meetings in Baltimore, Toronto, and San Diego. He has delivered presentations on managing Executive MBA programs and financial analysis of Executive MBA programs for many years, most recently in Houston and Paris.

Brad's education consists of an Executive Master of Business Administration degree from the University of Utah and graduated as a Dean's Scholar. He also received a Bachelor of Science degree in Accounting from the University of Utah. Brad is a Certified Public Accountant.

Stephanie Geisler
Director - Full-Time MBA
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Stephanie is a business executive whose debut in business began in 2005 as the co-founder of a startup company in the interior design industry. She was named a finalist in the Ernst & Young Entrepreneur of the Year (2009 Emerging Category) after the company experienced explosive growth. This company was named #123 on the INC Fastest Growing companies in 2010. Stephanie's expertise in this venture was in strategic company direction, the training of a nationwide independent sales force, and compensation plan development. As a part of the leadership team, she worked on projects involving every aspect of the business from marketing to finance to operations.

Stephanie earned her Executive MBA from the David Eccles School of Business at the University of Utah. She earned her Bachelor's Degree in English from Brigham Young University. Prior to her entrepreneurial ventures, she worked at FranklinCovey as a technical writer and trainer, writing all training materials for the call center and opening a new call center in Nova Scotia.

Before joining the University of Utah as the Director of the Full-Time MBA program, Stephanie was the Executive Vice President at Innovations Group, playing a leadership role in the four companies they own, including MedQuest Pharmacy, Nutrascriptives Supplement company, Worldlink Medical (a physician training company), and MTS (a testing lab). She was heavily involved in the internal day-to-day business as well as new business expansion projects. She enjoyed working with the executive team to navigate a constantly changing healthcare environment. Now, Stephanie enjoys serving as the Director of the Full-Time MBA. Her most rewarding aspects of the job are helping students achieve their dreams of earning an MBA, streamlining processes to increase efficiency, and leading a team of amazing individuals who run the program office.

In her spare time, Stephanie enjoys running, backpacking, and spending time with her four children (ages 12 to 26) and her dogs.

MBA Program Staff



Christine Harris

Program Manager

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Christine received her MBA from the Professional MBA Program here at the University of Utah. Prior to becoming a Ute, Christine graduated from Brigham Young University with a Bachelor's of Science in Business Management with an Emphasis in Entrepreneurship and Portuguese. Christine has been working for the MBA programs at the University of Utah for over three years. She began her time at the University of Utah working with the Executive MBA program and now manages the Full-Time MBA program where she oversees admissions and recruiting and is involved in student services, program operations, career management and faculty support. Education is her passion and she loves being a part of the MBA students' transformational journey. Before joining the University of Utah she worked at the

Darden Business School at the University of Virginia and at Discover Financial Services where she managed a team in operations. Christine welcomed a new baby boy into her family this summer and will return to the office in October of 2016.

Ryan Hardy

Administrative Program Coordinator

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After graduating from Southern Utah University with a Bachelor's in Communications-Advertising, Ryan completed her Masters of Education in Counseling and Student Affairs at Northern Arizona University. Ryan's involvement in student government and leadership, Orientation, Peer Mentoring, and the First Year Experience has led her to the David Eccles School of Business. Ryan works primarily with current students on advising, MBSA operations, recruiting, and faculty support. When Ryan isn't serving students, you may find her hiking the Wasatch Mountain Range, learning a new recipe, or sewing a prize winning quilt.



Karen Connell

Admissions Program Coordinator

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Karen received her Bachelor's and Master's degrees in Communications from Brigham Young University. While at BYU, she served as an officer in the Student Service Association and as Vice President of Operations and Communications for the Graduate Student Society. She was involved for 5 years with the Foundations of Leadership conference, helping outstanding freshmen learn how to get involved. She joined the University of Utah's Full-Time MBA program and is primarily involved in admissions and recruiting. She is originally from Oregon, but now considers Utah her second home. In her spare time, she enjoys baking, reading, home improvement projects, sewing, and cross-stitching.

Libby Hughes
Academic Program Coordinator
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Libby is an Academic Program Coordinator in the Full-Time MBA program. She earned her Bachelor's Degree in Health, Society, and Policy from the University of Utah. In her spare time, Libby loves traveling, reading, yoga, and running.



Sarah Russell
Administrative Assistant
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Sarah received her Bachelor's in History at Brigham Young University-Idaho. During her college years she interned at Disneyworld, coordinated blood drives for the Red Cross, and helped run the Humanitarian Service Organization. She is an Administrative Assistant for the University of Utah's Full-Time MBA Program. When Sarah isn't at work she enjoys running, cooking, eating, giving tours at UMFA, and enjoying the great outdoors.

Career Management Center

The Career Management team works to facilitate mutually beneficial connections between graduate students and corporate recruiters. A team of full-time professionals and career coaches is dedicated to helping students maximize their graduate school investment and succeed in today's competitive job market by providing career-focused resources and training that richly complement their classroom studies. At the same time, they work with corporations searching for qualified graduates and interns, and works to attract new companies to become involved at the David Eccles School of Business. The Career Management Center creates value in students and adds value to the corporate partners.

Cindy Smith

Senior Manager

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As a seasoned HR strategic business professional specializing in talent management, employer relations, and full cycle recruiting, Cindy is excited to bring her unique talents to the MBA Career Management Center. Having spent more than 15 years helping startup technology and education companies with talent strategy and acquisition, Cindy especially enjoys helping MBA students with developing their personal brand, finding the right job, and articulating their unique qualifications to potential employers.

Cindy also oversees the daily management of the MBA Career Management Center; develops new internship, networking, and employment opportunities for students; and participates in career coaching as well.

After living in Washington DC for many years, Cindy is happy to now call Park City home where she enjoys mountain sports, cooking and traveling with her husband and three kids. She has a BS in Human Resources from Brigham Young University and has studied Organizational Behavior at George Washington University.



Melissa Young

Manager

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Melissa brings her 15+ years of corporate experience in leadership, management, and coaching roles to partner with MBA Students in making informed, strategic decisions about their career path and professional development. She works collaboratively with students to aim their talents and strengths towards career selection, developing a personal brand, articulating value to potential employers and successfully landing the job. Students can count on Melissa to see the possibilities, encourage them show up as their best, cheer them through obstacles and hold them accountable to commitments.

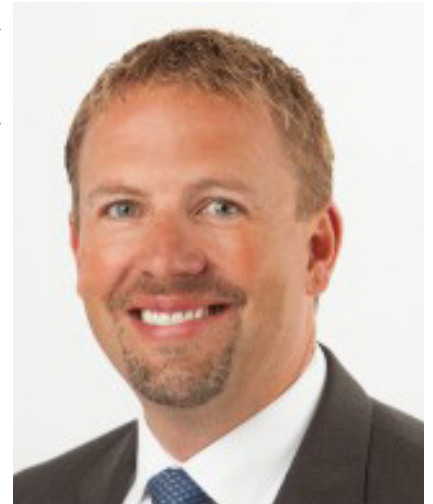
Melissa has a Bachelor of Science in Marketing from Utah State University and is a Certified Professional Co-Active Coach as well as Gallup-Certified Strengths Coach.

She lives with her husband and four furry kids. She enjoys golfing, discovering foodie spots, and considers herself a podcast junkie.

Zack Clark
Career Coach

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Zack is a skilled and impactful consultant, coach and facilitator who specializes in working with individuals, teams and companies in areas of personal career growth, leadership, culture, team development, operations management, finance and sales. In his career, Zack has spent 8 years involved in and managing multiple start-up companies and over 15 years working in corporate management and executive positions where he gained experience in coaching and developing individuals and teams for high performance, operations management, strategic planning, business management, finance, sales and marketing. He has led multi-disciplined teams of over 500 individuals and managed operating budgets in excess of \$100 million. Zack has an MBA from the University of Utah, and serves on the Executive Board of the University of Utah Business Alumni.



Stormy Sweitzer
Career Coach

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Stormy is a career strategist, leadership consultant and writer who, for over 20 years, has guided the young and young-at-heart in identifying and fulfilling their personal and professional potential. Her diverse career path has included working as a development consultant in the former Soviet Union, as a project manager and consultant working with health care organization throughout the US, and as an entrepreneur whose endeavors range from web app development and online service delivery to fair-trade spice distribution and food tours. Today, she works with individuals, from student to executive, as well as writes young adult fiction with her creative collaborator husband. Stormy has an MPH from Emory University in Atlanta, GA and an MBA, as well as bachelor's degrees in Economics and Russian Language and Literature, from the University of Utah.



Lisa Buffmire

Career Coach

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Lisa brings over 17 years of experience coaching managers and executives from fortune 500 companies through career transitions. She has lived across the US and overseas and has worked for companies as diverse as Fortune 100 American Express in their Corporate HQ in London and an International School in Brussels to small boutique consulting firms in Kansas and Utah. Ms. Buffmire has also served on nonprofit boards and chaired advisory committees for 2 Salt Lake Mayors. She has over 5 years experience coaching MBA students at the U having completed her own MBA here. Lisa has expertise assisting candidates with career assessment, perfecting targeted resumes and cover letters, learning top interview strategies and reviewing job offers to work up individualized negotiation strategies.



Kathryn Adair

Career Coach - MBA/MHA

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Kathryn Adair specializes in Health Administration. She is the MHA career coach, at the David Eccles School of Business at University of Utah, assisting Graduate Students in the Health Administration program with finding internships, fellowships and full time career opportunities. Kathryn has over 25 years of experience at the executive and leadership level, in the Health Administration and Managed Health Care fields. She was the Regional President of a large Physician Practice Management Company in Utah and the VP of Operations for a large HMO in California. Kathryn has served on multiple public and private boards, and has consulted extensively in the areas of small business planning, organizational development, team building and change management. She has taught graduate level Business, Health Administration and Human Resources courses, as well as developed coursework and curriculum for graduate level, Health Administration programs. Kathryn holds a Masters in Business Administration and a Masters in Human Resources Economics, from the University of Utah and a Graduate Certificate in Financial Planning from Boston University. She is also a certified fitness instructor. Kathryn is committed to helping others advance professionally, fiscally and physically.

MBA Core Faculty



Bob Allen

Accounting

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Robert D. Allen is a Professor and David Eccles Faculty Scholar at the University of Utah. Bob's interest in auditing research began during his professional experience with Deloitte, Haskins & Sells in Los Angeles. His research has focused on auditor risk assessments, auditor error projection decisions, and auditor analytical procedures. His research is published in various journals including *The Accounting Review*, *Auditing: A Journal of Practice & Theory*, *Accounting Horizons*, and *Issues in Accounting Education*. Bob is the recipient of the 2008 American Accounting Association/Deloitte Wildman Medal.

Bob earned undergraduate and Master's degrees in Accounting at Brigham Young University and a Ph.D. at Michigan State University. He joined the University of Utah faculty in 1991. He is the recipient of multiple teaching awards including the University of Utah Distinguished Teaching Award, the University of Utah Student's Choice Award for Teaching, and the Brady Superior Teaching Award. In 2005, he received the Utah Outstanding Educator Award presented by the Utah Association of CPAs.

Bob was a member of the Board of Directors for CIT Bank from 2000 through 2015. In his board role with CIT, he served as a member of the Audit Committee and chaired the Risk Committee. He regularly delivers customized executive education programs to a variety of corporate clients and has experience as an expert witness. He served as Director of the School of Accounting at the University of Utah from 2005 to 2009. He served as Council Chair of the American Accounting Association from 2011-2013.

Jack Brittain

Management & Entrepreneurship

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Jack Brittain is the Pierre Lassonde Presidential Chair in Entrepreneurship at the David Eccles School of Business and is currently teaching *Managing and Leading* and *Leading Innovation for the Management Department*. He served as dean of the David Eccles School of Business from 1999-2009 and as the Vice President responsible for all University commercialization activities from 2005-2012.

In 2005, Mr. Brittain received the Best of State Award in Education for the David Eccles School's innovative entrepreneurship and non-profit consulting programs. In 2006 and 2007, he was selected as one of the v|100 by Utah's leading venture capitalists, an award that recognizes Utah's most successful entrepreneurs and was featured as one of Utah's "25 most influential business people" in 2006 and 2007 by Connect. He was also named one of "Utah's 100 Most Influential People" in 2008 by Utah Business. Mr. Brittain serves on the boards of Junior Achievement, the Governor's Office of Economic Development, the Lassonde New Venture Development Center, the Sorenson Innovation Center, the University of Utah Research Foundation, the Utah Education CRA Fund, BioMeridian and Idaho Technology, and is a partner in Finch Capital, a private equity fund. Mr. Brittain received his Ph.D. in business from the University of California, Berkeley.





Brian Cadman

Accounting

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Brian Cadman earned his undergraduate degree from Harvard University and his Ph.D. in Accounting from the University of Oregon. Before joining the faculty at the University of Utah, Professor Cadman taught at the Kellogg School of Management and The Wharton School of Business. Professor Cadman's research focuses on the use and implications of accounting information on compensation design as well as the role of external monitors and other governance mechanisms. His research on compensation consultants and CEO pay has been cited by the SEC in a recent ruling. His current research projects include studies on the Troubled Asset Relief Program, the role of venture capitalists in firms going public, and more recently, pension plans, severance agreements and the market for CEO talent. Dr. Cadman's

expertise on performance measurement and decision making brings great value to the classroom.

Kate Canas

Management

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Dr. Canas received her B.A. in English and Communication from Boston College, her M.A. in Speech Communication from Indiana University, and her Ph.D. in Communication from the University of Utah.

Her teaching currently includes courses on managing diversity, business communication, and pedagogical theories and practices. Her teaching has included courses on rhetorical criticism and theory, public speaking and persuasion, interpersonal communication and coaching, written communication, gender communication, and writing for publication. She's presented at national and regional conferences and is the author of *Opportunities and Challenges of Workplace Diversity: Theory, Cases, and Exercises* published by Prentice Hall. Her professional association memberships include: Academy of Management, Management Communication Association, and Association for Business Communication.



Tina Diekmann

Management

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Dr. Kristina A. Diekmann is Chair of the Department of Management, Professor of Management and David Eccles Professor of Business Ethics in the David Eccles School of Business at the University of Utah. Prior to joining the faculty at the University of Utah, she was an assistant professor at the University of Notre Dame. She received an A.B. degree in psychology from Harvard College and M.S. and Ph.D. degrees in organizational behavior from the Kellogg Graduate School of Management at Northwestern University. Prior to graduate school, she worked in investment banking at Merrill Lynch Capital Markets in New York City. Dr. Diekmann's research investigates how individuals behave in organizations, with a focus on fairness and ethics, negotiation, social perception, and impression

management. She is interested in understanding the numerous errors in judgment individuals systematically make and how these errors result in negative outcomes. In particular, she is interested in the misperceptions individuals

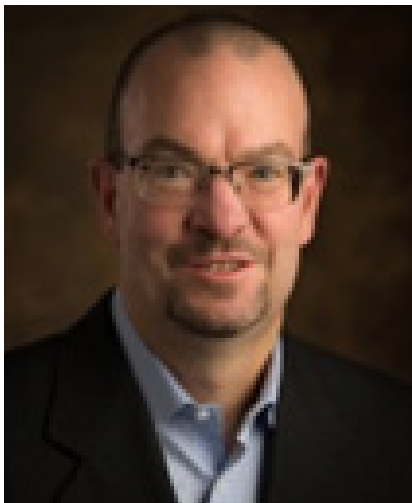
have of others and how these misperceptions lead to self-defeating behaviors. She has published articles in numerous refereed journals, such as, Academy of Management Journal, Journal of Personality and Social Psychology, Journal of Applied Psychology, Organizational Behavior and Human Decision Processes, American Sociological Review, Organization Science, and others. At the University of Utah, Dr. Diekmann teaches several MBA and executive MBA classes on negotiation, teams, and organizational behavior. She has also taught numerous executive seminars on negotiation and teams at the University of Utah, University of Notre Dame, and Kellogg Graduate School of Management.

Paul Hu
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Paul Hu's teaching interests include Fundamentals in Management Information Systems, Database Theory and Design, E-Business, and Knowledge Management. Paul's research interests include Information Technology Applications and Management in Health Care, Digital Government, Electronic Commerce, Knowledge Management, Human-Computer Interaction, and Innovation Management.

Professionally, Paul has earned various distinctions, honors and awards including the National Center of Excellence for Infectious Disease Informatics in 2004. In the area of E-Learning, a Learning Outcome and Satisfaction Assessments from the Hong Kong Research Grants Council in 2004. The 2002 Best Paper Award, Information Systems in Health Care Track. He was the 1990 Recipient of a Taiwan and University of Arizona Exchange Scholarship. A Diffusion of Digital Certificate Member of the Taiwan R.O.C. in 1987 and finally, a George S. Eccles Emerging Scholar at the University of Utah in 2001.



Karl V. Lins
Finance
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Dr. Karl V. Lins is Spencer Fox Eccles Chair in Banking and Professor of Finance. Karl researches primarily in the areas of international corporate governance and capital markets, and presents his research at academic and practitioner conferences worldwide. Karl has published his papers in the Journal of Finance, the Journal of Financial Economics, the Review of Financial Studies, the Journal of Accounting Research, the Journal of Financial and Quantitative Analysis, Financial Management, and the Journal of Corporate Finance. His teaching expertise is in the areas of corporate finance and capital markets in an international setting, with an emphasis on emerging markets finance.

Karl earned a B.S. in Petroleum Engineering from Texas A&M University in 1985, an MBA from the Anderson School at UCLA in 1989, and a Ph.D. in Finance from the University of North Carolina at Chapel Hill in 2000 where he was named the school's Outstanding Doctoral Student. He has been honored with the Brady Superior Teaching Award and the ASUU Student's Choice Teaching Award at the University of Utah as well as a Ph.D. teaching award at the University of North Carolina. Prior to starting his academic career, Karl worked as an engineer for Conoco Inc. and after his MBA worked in corporate treasury, financial analyst, and international sales positions for Boise Cascade Corporation. Karl's corporate experience at Boise Cascade includes managing an international syndicate of banks and completing international bond offerings while in the treasury department and opening up distribution in Mexico for business and printing paper during the early 1990s and continuing through the Mexican peso crisis of 1994. He has done executive teaching for London Business School, INSEAD, Duisenberg School of Finance, the University of North Carolina at Chapel Hill, Southern Methodist University, the University of Utah, the OneMBA global program at EGADE in Monterrey, Mexico, IBM Business Services in Mexico City, and AvalonBay Real Estate Investment Trust in Washington D.C.

Scott Schaefer

Finance

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Scott Schaefer is Kendall D. Garff Chair in Business Administration and Professor of Finance. Professor Schaefer joined the Utah faculty in 2005 and served as Associate Dean from 2009 to 2012. From 1995 to 2005 he was a professor at Northwestern University's Kellogg School of Management, where he held the Richard M. Paget Chair in Management Policy.

Professor Schaefer's research focuses on the economics of organization, with an emphasis on understanding employment relationships and decision-making inside firms. He has won multiple teaching awards at both Northwestern and Utah, and has co-authored two books: *Roadside MBA: Backroad Lessons for Executives, Entrepreneurs, and Small Business Owners* (Business Plus, 2014), and the leading textbook *Economics of Strategy* (Wiley, 7th ed., 2015).

Scott Schaefer earned a PhD in Economic Analysis and Policy from the Stanford Graduate School of Business in 1995.



Glen Schmidt

Operations & Information Systems

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Glen Schmidt's research interests include product innovation, new product development, and supply chain management. He has worked inside and/or studied firms in various industries including high-tech, heavy-duty equipment, automotive, and oil. Both his research and teaching materials have been recognized for their excellence by the Institute for Operations Research and the Management Sciences (INFORMS).

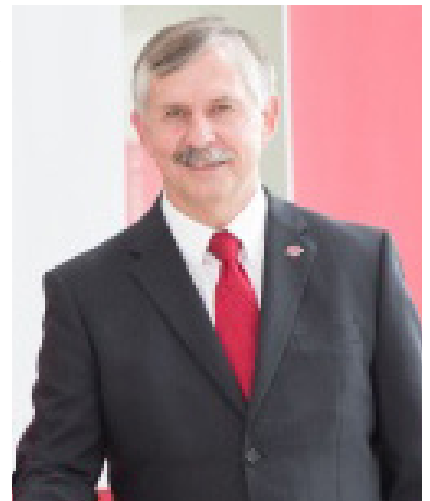
Steve Walston

Entrepreneurship & Strategy

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Dr. Stephen L. Walston is a Professor (lecturer) for the David Eccles School of Business. He specializes in healthcare strategy and organizational behavior/design. He recently was the Vice President for Academic Affairs at the University of Utah Asia Campus (UAC) at the Incheon Global Campus in Songdo, Korea and a professor on the faculty of the Division of Public Health in the Department of Family and Preventive Medicine in the University of Utah's Medical School in Salt Lake City, Utah. Dr. Walston previously served ten years as a professor and Associate Dean for Academic Affairs at the University of Oklahoma's School of Public Health Department of Health Administration and Policy. He also is a former MHA program director at Indiana University and faculty member at Cornell University in Ithaca, New York. He has a Ph.D. from the University of Pennsylvania's Wharton School and specializes in healthcare strategy, organizational development, and leadership. In addition, he earned a bachelor and master degree from Brigham Young University.



Dr. Walston served as an executive for fourteen years in hospitals in the Western United States. During this time, he was a chief executive officer for ten years. He became a fellow in the American College of Healthcare Executives in 1993. Dr. Walston has been active internationally and has worked in many Middle Eastern and Central American countries helping organizations to improve their strategic direction and leadership capabilities. He has published in many different highly prestigious journals in the United States and Europe. In his free time, he enjoys woodworking, beekeeping, reading, bicycling, gardening, and helping his six children and six grandchildren.



Don Wardell

Operations & Information Systems

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Dr. Don G. Wardell is Francis A. Madsen Scholar and Professor of Operations and Information Systems (OIS) at the University of Utah David Eccles School of Business. He is also currently serving as the chair of the OIS Department.

He received BS and MS degrees in Metallurgical Engineering from the U, and a Ph.D. from Purdue University's Krannert Graduate School of Management.

Dr. Wardell has taught at both the undergraduate and graduate levels, including teaching classes in Spanish at INCAE in Costa Rica. He has been honored with the University of Utah's Distinguished Teaching Award, the Eccles School's Masters

Teaching Excellence Award, the Brady Superior Teaching Award, and the Marvin J. Ashton Award for Excellence in Undergraduate Teaching.

His research interests are in the areas of quality management and Six Sigma, and especially statistical process control as well as service operations management. He has served as an associate editor for *Technometrics* and as a member of the editorial review boards of *Production and Operations Management* and *IIE Transactions on Quality and Reliability*.

Masters of Business Student Association

The Masters of Business Student Association (MBSA) is led by the student-elected leadership council and works with all other clubs and organizations including the dean's office, faculty, and staff. Its mission is to be "the engine of a student culture that develops leadership, professionalism, and life-long value."



Trent Sheffield

President

Trent returned to Utah for his MBA after spending 5 years in Wisconsin & Arizona at Milwaukee Power Tool. There he held positions in marketing, product development and ecommerce. During his MBA Trent is pursuing the information systems certificate, and secured a great internal consulting internship with The Home Depot in Atlanta. As the President of the MBSA Trent hopes to help drive a student culture that creates lifetime value for all students.

Mackenzie Hales

Vice President of Student Involvement & Engagement

Mackenzie interned this past summer with Kalypso Consulting, and is focusing on strategy and entrepreneurship during the MBA program. She is a vice president of the Women in Business club and is actively involved with the Lassonde Entrepreneur Institute. Prior to business school, Mackenzie worked for an NGO in Guatemala, focusing on women's economic development. She holds a bachelor's degree in Politics and Environmental Studies from Whitman College. For fun, she enjoys all things outdoors.



Nick Fritz

Vice President of Admissions

Nick originates from Akron, Ohio where he attended the University of Akron and attained a BS in Mechanical Engineering. Following his undergraduate studies he was commissioned as a 2nd Lieutenant in the United States Marine Corps and served four years active duty in San Diego, California. Nick moved to Salt Lake City with his wife Kelly in 2015. Nick will be interning at the Sorenson Impact Center (between camping trips and mountain bike rides) over the summer.



Julie Dalsimer

Vice President of Marketing

Julie is originally from Southern California and moved to Salt Lake City to pursue her MBA at the University of Utah. She received her undergraduate degree in Psychology from the University of California, San Diego. She has four years of human resources experience and recently completed a HR Internship at Sera Prognostics in Salt Lake City. In her free time, Julie enjoys hiking, camping, snowboarding, snowshoeing, and traveling.



Scott Hoopes

Vice President of Career Management

Originally from St. George, UT, Scott spent the last 4 years working in digital marketing, and custom software development. Scott did his Summer internship with Molio working as an account manager and doing data analytics. Scott is married and has 2 children (a girl and a boy). In his free time he likes to go mountain biking, snow skiing, and spend time with his family.



Student Resources

University of Utah

Utah.edu

General Information, Campus	581-7200
Admissions (Graduate, International, & Residency).....	581-7785
Bennion Community Service Center.....	581-4811
Bookstore	581-6326
Campus Recreation.....	581-3760
Career Services.....	581-6186
Chronicle, Daily Utah.....	581-8443
Counseling Center	581-6826
Dining Services.....	581-7257
Disability Services	581-5020
Ethnic Student Affairs, Center for	581-8151
Financial Aid.....	581-6211
Health Services, Student.....	581-6431
Housing.....	587-2002
Housing, Student Family Apartments.....	581-8667
Library, Marriott	581-8558
Outdoor Program	581-3760
Commuter Services	581-6415
Registrar – Registration	581-8969
Registrar – Student Records	581-8969
Shuttle	581-4189
Student-Faculty Relations Committee.....	581-7066
Tickets, Kingsbury Hall	581-7100
Tickets, Sports.....	581-8849
Tuition (Income Accounting)	581-7344
Union Building, Main Desk.....	581-5888
Women's Resource Center.....	581-8030

MBA Program Offices

Full-Time MBA	585-6291
Career Management	581-3061
Professional	581-6836
Executive	581-5577
Online	587-8870

Important Web Sites

Full-Time MBA: mba.business.utah.edu/

Financial Aid: www.financialaid.utah.edu

U of U Student Code:

www.regulations.utah.edu/academic/6-400.html

Registration: registrar.utah.edu/register/index.php

David Eccles School of Business

Accounting, School of.....	581-7798
Alumni Affairs	587-8378
Finance, Department of	581-7463
General Information	581-7676
Health Administration, Department of.....	585-3788
Management, Department of	581-7415
Marketing, Department of	581-7714
Operations and Information Systems, Dept. of..	581-8428
PhD Program.....	581-8625

Emergency Numbers

Campus Police (Day or Night)..... 585-2677 (585-COPS)

Campus Security (Day) 581-8669 |

University Hospital Emergency.....581-2291

Counseling Services

Life goes on outside of the classroom. If you feel stressed or overwhelmed, please visit the counseling center here on campus. They are here to help!

Website: counselingcenter.utah.edu/index.php

201 S 1460 E, Rm. 426

Student Services Building

The University of Utah

Salt Lake City, UT 84112

Phone: 801-581-6826

Hours: Monday – Friday 8 a.m. – 5 p.m.

For after-hours emergencies, contact the Mobile Crisis Outreach Team **801-587-3000**

Resources:

Are You In Crisis?

Online Mental Health Screenings

Big Things Little Things: Coping with Stress

Community Provider Locator

Student Directory

The Full-Time MBA Office provides students with a directory for their class at the beginning of each academic year. A student who prefers not to have his/her contact information released to other Full-Time MBA students should inform the office. It is the responsibility of the student to inform the Full-Time MBA Office of changes in personal contact information.

Student Life

Campus Alert System

The Campus Alert system is the University of Utah's mass notification system to provide information to students, faculty, and staff of emergencies (e.g., snow closures, blocked roads, power outages, gas leaks etc.). The Campus Alert System notifies students via email, text message, or telephone voice message. Students must opt in to this alert system to receive campus alert messages. To register for campus alerts, go to <http://www.campusalert.utah.edu/>.

Student Safety

The University of Utah is committed to maintain a safe and secure campus for all of the campus community, visitors, and guests. Students should observe the following guidelines to avoid becoming a victim of crime:

1. Be aware of your surroundings at all times. Know where you are, where you are going, and what to expect. Use well lit walkways at night.
2. Avoid walking alone. Walk in pairs/groups, or call for a police escort to your car after dark. Students are encouraged to call the University Police at 801- 585-2677 (801-585-COPS) for afterhours police escort to their vehicle.
3. Be aware of emergency blue light telephones around campus that ring directly to the University Police. All campus and pay phones can access emergency services by dialing 9- 911.
4. Report suspicious activities or persons to University Police at 801-585-2677 (585-COPS).
5. Do not leave personal items (computer, keys, purse, backpack etc.) unattended.
6. Register your personal property with the Department of Public Safety. <http://dps.utah.edu/crime-prevention/property-registration.php>.
7. Secure your computer/laptop. Computer savvy thieves can access your files and personal information. Password-lock your equipment or log off when your computer is unattended.
8. Lock your bicycle in racks outside campus buildings (not to trees or railings). Take easy-to-steal items (helmet, pump, bottles, quick release seat, etc.) with you.
9. Lock the outside door of secured buildings and do not allow unauthorized people in after hours.

Financial Aid

There are many student loan programs available to help finance graduate education. Loan programs of particular interest to graduate students are: Federal Perkins Loan, Federal Stafford Unsubsidized Loan, Graduate PLUS Loan, and Private Education Loan. To begin the process of applying for federal assistance, fill out the Free Application for Federal Student Aid (FAFSA).

Students may contact the University of Utah Office of Scholarships and Financial Aid for additional information and guidance on financial aid and scholarships. Staff members are available to assist students between 8:00 AM to 5:00 PM Monday, Wednesday, Thursday, and Friday, and 10 AM to 5:00 PM on Tuesday.

University of Utah Office of Scholarships and Financial Aid
Student Services Building
201 South 1460 East, Room 105
Salt Lake City, UT 84112
Phone: (801) 585-6211
FAX: (801) 585-6350
financialaid@sa.utah.edu
scholarships@sa.utah.edu

The Office of Equal Opportunity and Affirmative Action

The Office of Equal Opportunity and Affirmative Action ("OEO/AA") is dedicated to the University of Utah's commitment to provide a fair and equitable environment for individuals to pursue their academic and professional endeavors and to equally access University programs. OEO/AA is responsible for ensuring University practices and nondiscrimination policies are in full compliance with all federal, state, and local antidiscrimination laws, and it provides processes to fairly and effectively resolve complaints, to provide reasonable accommodations, and to make appropriate corrections.

OEO/AA provides information and training to the university community regarding their equal opportunity and affirmative action rights and responsibilities. OEO/AA encourages outreach and recruitment of diverse students, faculty, and staff in programs and activities and acts as a resource for students regarding projects and assignments. In addition, OEO/AA consults with any member of the campus community regarding equal opportunity and affirmative action issues and possible violations.

Complaints may be filed by employment applicants, faculty, students, staff, and participants in University programs or services who feel they may have been discriminated against on the basis of race, color, religion, national origin, sex, sexual orientation, age, and status as a disabled individual, disabled veteran, or veteran. Cognizable allegations of discrimination, including sexual harassment and retaliation, will be investigated by OEO/AA.

The Office of Equal Opportunity and Affirmative Action
John R. Park Building
201 South Presidents Circle, Room 135
Salt Lake City, UT 84112
Phone: (801) 581-8365
FAX: (801) 585-5746
<http://www.oeo.utah.edu/>

Disability Services

The Full-Time MBA Program seeks to provide equal access to its programs, services, and activities for all Full-Time MBA students. The Center for Disability Services (CDS) provides accommodations and support for the educational development of students with disabilities. Students with a documented disability and students seeking to establish the existence of a disability and to request accommodation are required to meet with the CDS Director for recommended accommodations. CDS will work closely with eligible students and the Full-Time MBA Office to make arrangements for approved accommodations. The Full-Time MBA Office and CDS maintain a collegial, cooperative, and collaborative relationship to ensure compliance with federal and state regulations for students with disabilities.

University of Utah Center for Disability Services
A. Ray Olpin Union Building
200 S. Central Campus Drive, Room 162
Salt Lake City, UT 84112
Phone (Voice/TDD): (801) 581-5020
FAX: (801) 581-5487
info@disability.utah.edu

Health Insurance

Good health is essential to students' academic success, and adequate insurance enables students to get the care you need to maintain good health. Unexpected medical bills can threaten students' ability to complete their education if they are uninsured or have inadequate coverage. The University and ASUU strongly encourages all students to have health insurance. The University offers a health insurance plan through United Healthcare Student Resources. For more information, please call/email Kerry Hill at 801-581-5804 or kerry.hill@shs.utah.edu.

Canvas

All of your classes will be on Canvas. Professors generally use it to post assignments, handouts, and announcements. Some professors may use it for quizzes and tests as well. You can log into Canvas through your student portal.

J. Willard Marriott Library

General Reference: 581-6273
Knowledge Commons: 581- 6273
Science Reference: 581-7533
Special Collections: 581-8863
Fine Arts: 581-8104
Government Documents: 581-8394
Computer Questions: 581-6494

lib.utah.edu

From research consultations to computer questions, the library is available to serve you through the entirety of your studies.

U Cards (University ID Card)

A Full-Time MBA student may obtain a University of Utah student ID card (UCard) which entitles him/her to privileges on and off campus. The UCard Office is located in the Student Union Building, 200 S. Central Campus Drive, Room 225. UCard Office hours are Monday through Thursday from 8:00 a.m. to 6:00 p.m. and Friday from 8:00 a.m. to 5:00 p.m. The University provides the first UCard free of charge to all students; a replacement card costs \$10. First year students are eligible to obtain an UCard after August 10, 2016. For more information, visit <http://www.ucard.utah.edu>. **Please retrieve your UCard prior to Intensive Week on August 15, 2016.**

Transit

Ride Free with Your UCard

The University of Utah has entered into a contract with the Utah Transit Authority to provide its students, faculty and staff access to TRAX, UTA buses and Frontrunner. The U-Pass does not work for the PC/SLC Connect, ski service, and Paratransit. In order to be eligible to obtain a pass, an individual must have a valid University of Utah ID Card, and be a matriculating student who has paid tuition and associated student fees for the current semester, including the transportation fee. This program is not available to students enrolled in non-credit courses unless they register for classes as matriculating students and pay full tuition and all associated fees.

Your UCard also functions as your UTA Ed Pass (Bus Pass). It will be activated to work on UTA within 2 days of receiving your card. The Ed Pass feature is good on TRAX and most UTA bus routes.

Tap your proximity enabled UCard on the card reader located on UTA buses and train platforms as you enter and exit to ride for free. The U-Pass is not valid on PC/SLC Connect, Ski Service, and Paratransit service.

Riders using the UCard will be subject to random spot checks to ensure they have used the reader in order to ride.

Resources for Veterans

The University of Utah's Veterans Support Center provides many resources to veterans and can answer questions about financial assistance for veterans including VA Benefits.

Veterans Support Center
A. Ray Olpin Union Building
200 S. Central Campus Drive, Room 418
Salt Lake City, UT 84112
Phone: (801) 587-7722
vetcenter@sa.utah.edu

University Procedures

Immunizations

The University of Utah's policy regarding immunization affects all matriculated students admitted and enrolled at the University who were born after December 31, 1956. To ensure immunity, the University requires all students to have two measles vaccinations, two mumps vaccinations and one rubella vaccination or two MMR vaccinations.

Students will be provided a Proof of Immunity form to be completed and returned to the Student Immunization Office, Madsen Health Center, 555 Foothill Blvd, Salt Lake City, UT 84112. Students who arrive on campus inadequately immunized will be given until the second Friday of the first semester to comply with this requirement, or their registration will be placed on hold. For further details we encourage you to contact the University Student Immunization Office at 801-581-6431 or <http://studenthealth.utah.edu/services/immunization-requirement>

The University requires all new, transfer, and readmitted student to provide proof of immunity for measles, mumps, and rubella. As recommended by the American College Health Association, the Federal Centers for Disease Control and Preventions (CDD), and the Utah State Health Department, students fulfill the requirement by providing evidence of immunity or the dates of having been vaccinated or two dose measles, one dose mumps and one dose rubella vaccine.

All new, transfer, and readmitted students born after December 31, 1956 are required to submit proof of immunity to the Student Health Service. Instructions and forms will be mailed to new, transfer, and readmitted students after admission to the University and must be returned to the Student Health Service by the second Friday of their first semester (Madsen Health Center, Level 1, 555 Foothill Blvd., Salt Lake City, UT 84112).

Questions regarding compliances may be directed to the Student Immunization Office, 801-585-6009, between 7:30 a.m. and 5:00 p.m., Monday through Friday.

Student Behavior

To promote personal development, protect the University community, and maintain order and stability on campus, students who engage in any of the following acts of behavioral misconduct may be subject to behavioral sanctions: physical or verbal assault, sexual harassment, hazing, threats, intimidation, coercion or any other behavior which threatens or endangers the health or safety of any member of the University community or any other person while on University premises, at University activities, or on premises over which the University has supervisory responsibility pursuant to state statute or local ordinance.

(see University of Utah Student Handbook, Code of Student Rights and Responsibilities, Section III: Student Behavior. <http://www.regulations.utah.edu/academics/6-400.html>)

Sexual Harassment/Equal Opportunity

Unwelcome sexual advances, requests for sexual favors, or other sexually degrading verbal or physical conduct constitutes sexual harassment. University policy dictates that all employees and students have the responsibility for assuring that sexual harassment does not take place, and that the working and educational environment of the University is not sexually intimidating, hostile, or offensive to individuals on campus. Anyone who feels there has been a violation of this policy has the right, and is encouraged, to discuss his or her complaint with Krista Pickens, Director of the Office of Equal Opportunity and Affirmative Action, located in the Park Building, Room 135, 801-581-8365. (see University of Utah Policy 5-107: Sexual Harassment and Consensual Relationships, <http://www.regulations.utah.edu/humanResources/5-107.html>)

The University of Utah is fully committed to a policy of nondiscrimination and equal opportunity in all programs, activities, and employment without regard to race, color, religion, national origin, gender, sexual orientation, age, status as a handicapped individual, disabled veteran or veteran of the Vietnam era. Evidence of practices that are not consistent with this policy should be reported to the Office of the President of the University, located in the Park Building, Room 203, 801-581-5701.

MBA Program Guidelines

Program Administrative Support & Communication

The Full-Time MBA Office is open Monday through Friday, from 8:00 am to 5:00 pm, (except for holidays recognized by the University of Utah).

The Full-Time MBA Office communicates logistical reminders and academic messages from professors by e-mail and listserves. The office will also use the University of Utah FT MBA Alumni LinkedIn and Facebook Group for communication. Check your e-mail frequently to ensure that you receive all messages and reminders. If a student needs to change an e-mail address, please contact the office by phone at 801-585-6291 or e-mail at ftmba@utah.edu.

Student Directory

The Full-Time MBA Office will provide each student with a directory for their class at the beginning of each academic year. A student who prefers not to have his/her contact information released to other Full-Time MBA students should inform the office. It is the responsibility of the student to inform the Full-Time MBA Office of changes in personal contact information or employment.

Teams

The Full-Time MBA Office places all first-year students into specific teams at the start of the program determined by diversity of employment and educational background. The students are notified of team placement during the first-year Intensive Week. Much of the course work will be completed in the team format. This team structure is meant to provide support for each student throughout the duration of the program. The teams may divide themselves into sub-groups for specific projects. Teams remain intact for the first semester of the program, at which point students have the opportunity to choose new teams or stay with their original placement. Failure to work effectively and supportively in the team environment may be grounds for academic dismissal.

Academic Standards

The following expectations are required of all students in the Full-Time MBA program:

1. Prepare, participate, and cooperate in order to achieve the greatest success and enjoyment in the program.
2. Be in class on time.
3. Give the professor your full attention. Conducting personal business during lectures is very disruptive to the class.
4. Accomplish all required work including attending class, participating in class discussions, and turning in assignments consistent with what is expected of a graduate student.
5. Return to class promptly after breaks, as the faculty member has requested.
6. Make every effort to be considerate of their fellow students.
7. Be considerate, constructive, and honest when submitting professor evaluations.
8. Deal directly with the student(s) involved if conflicts arise with classmates.
9. Turn off cell phones and other personal devices during class hours.
10. Have fun.

Career Management Center Standards

The MBA Career Management Center at the David Eccles School of Business is committed to maintaining our tradition of professionalism. To prepare you to interact effectively and successfully with employers, industry professionals and alumni, it is important to understand their and our expectations. Unprofessional and/or unethical behavior has a direct and negative impact on your reputation and relationships with our key partners, which directly affects internship and employment opportunities.

Professional Standards for Career-Related Activities

1. Arrive on time (preferably 10 minutes early, as it is unacceptable to arrive late). If it is necessary to leave during an event, every attempt must be made to stay through the formal presentation and to leave quietly during the informal Q&A session. Students must inform the company representative before the session begins.
2. Be an active, attentive, and polite participant during all career-related events. Professional dress is required for all recruitment sessions and laptop and cell-phone use during presentations is not allowed.
3. Find and complete a 10 – 12 week internship during the summer of 2017 in order to position yourself favorably for career advancement post-graduation.
4. Dress appropriately for career-related events. The appropriate attire is business casual, unless noted otherwise. Business attire (suit) is **required** for interviews. Jeans are never appropriate.
5. Communicate with career coaches, potential employers, and all other individuals related to the Career Management Center in an effective, ethical, and timely manner (within 24 hours of initially communication). If someone from the Career Management Center makes an introduction, keep the Career Management Center employee informed of your communication with the potential employer or other contact.
6. Keep company information learned during interactions with industry professionals confidential.
7. Bring business cards (not resumes) to distribute at company information sessions, career conferences and networking events.
8. Notify the Career Management Center at least 48 hours in advance to cancel a scheduled company interview.

First Offense: Meeting with the Career Management Center and written apology to the company (within 24 hours of the missed interview).

Second Offense: Loss of **all** Career Management Center privileges.

Scholarship Details & Conditions

These funds are automatically applied to your tuition, fees, and other outstanding educational expenses. Funds are disbursed to your student tuition account in equal payments by the University of Utah Financial Aid office. If you will be applying for financial aid, it is recommended that you report this award on your FAFSA submission.

To remain eligible, you must be a full-time (at least 9 credit hours per semester), matriculated, graduate business student in good standing with a cumulative GPA of at least 3.0. Students on probation can lose their scholarship. This award is not eligible for application to classes taken during the summer semester (Applies to dual degree students only).

Once you've been notified of your donor's name(s), you are required to write each donor a letter of appreciation. This shows gratitude to our donors and keeps scholarship donations coming in to benefit future students. Attendance is mandatory at the Annual Donor Appreciation Luncheon on Friday, Nov. 18th. This offers you an opportunity to meet your donor(s), develop networking relationships, and thank them in person.

2016 Non-Resident Scholarship

Non-resident scholarships are only awarded if you remain a non-resident and are only used to help make up the difference between resident and non-resident tuition levels.

2016 Eccles Experiential Award Details

- At least \$1,000 must be used during your first year in the program. As such, students will have a maximum of \$1,300 for use in the second year.
- Used funds are reported as financial assistance received to University Financial Aid.
- A list of approved events and travel will be provided during MBA Intensive Week. Eligible expenses include hotel, registration, and air.
- This scholarship is for very targeted career building conferences & activities that result in a job or internship. Not all students will need to use all of their allotted funds.

Schedule an Appointment with Your Career Coach

We have moved our MBA Coaching schedules to a new system and now offer Zoom videoconferencing appointments to accommodate your work schedules and travel constraints. If you would like to set up a check-in appointment with a coach, here are instructions on how to do that.

To set up an appointment with a career coach, please go to their scheduling link (click on the coach's name below), make sure your time zone is correct, and then select the appropriate appointment type* and time. The system will prompt you to select either an in-person meeting or a virtual one.

[Kathryn Adair, MHA Career Coach](#)

[Lisa Buffmire, MBA Career Coach](#)

[Zack Clark, MBA Career Coach](#)

[Cindy Smith, MBA Career Coach](#)

[Stormy Sweitzer, MBA Career Coach](#)

**30-minute and 60-minute options are available for 2nd Year and Graduating students.*

Once you schedule an appointment, you will be prompted to add it to your calendar. You will also receive an email confirmation of your appointment that includes instructions on how to join the Zoom videoconference if you will not be meeting your coach in person.

IMPORTANT: Please add the Zoom details to your calendar appointment and/or save the confirmation email – it will be the only time you receive these instructions. Zoom appointments are conducted by video so that you and your coach may see each other and share materials on your screens as needed. The phone line is provided as a back-up option only.

Academic Policies

Curriculum

The curriculum is built around the most recent developments in management, marketing, production operations, statistics, accounting, and finance. A strong conceptual framework is developed in each of the subject areas. Topics that stress decision making, policy setting, strategy identification and concept, and theory applications reinforce this framework. The courses are arranged in a specific order designed to optimize the learning process.

Attendance

A Full-Time MBA program is successful when academic rigor and participation meet application. A solid foundation is built upon engaging students in and outside of the classroom. Attendance is a high priority for faculty, staff, and students. Attendance is mandatory. If a student must incur an absence, communication should be given first and foremost to the affected faculty. Each faculty is given authority over their classroom and attendance policies.

Attendance to each course session is mandatory, but in the case of unavoidable personal or professional conflicts, students can approach their faculty members to receive permission to miss class. If a student incurs an abnormal amount of absences, he or she will be subject to academic penalties up to and including a failing grade for the course. Absences must be approved through the faculty member in advance, when possible, as attendance to some sessions may be mandatory.

Registration

The Full-Time MBA Office will register each student for their core curriculum courses during the program. Students are expected to resolve any registration holds (library fines, tuition payments, parking citations, immunization requirements, etc.) at least 30 days prior to the beginning of each semester.

Remember academic deadlines for dropping or withdrawing from courses. These deadlines are always printed in the current schedule of classes.

Transfer credit is not accepted nor approved for the Full-Time MBA Program at the University of Utah.

Course Numbers

Courses numbered 6000 and above are considered graduate level. Up to 6.0 credit hours of courses numbered 5000 to 5999 can count toward graduate degrees (approval of course selection is required by the MBA Advisor and MBA Director). Courses numbered 3000 to 4999 are upper-division (junior and senior) courses and those numbered 1000 to 2999 are lower-division (freshman and sophomore) courses, and are not counted toward graduate degrees.

Minimum Continuous Registration

All graduate students must maintain minimum registration from the time of formal admission through completion of all requirements for the degree they are seeking unless granted an official leave of absence (see Leave of Absence, next page). Continuous registration refers only to registration during the regular academic year and is not terminated or interrupted by non-registration during the summer term. If students do not comply with this continuous registration policy and do not obtain an official leave of absence, their supervisory committee is terminated and their records are inactivated. To reactivate a file at a later time, the student is required to reapply for admissions to The Graduate School.

Maximum Hours

No candidate for a graduate degree is permitted to register for more than 18.0 credit hours in any single semester without permission of the program director. A schedule of 9.0 hours is considered a full load for Masters and Doctoral degree candidates.

Grades

Grading provides feedback to students on how well they have mastered the content and learning objectives of a particular course allowing students to capitalize on strengths and work to improve weaknesses through future courses of action. The DESB grading policy is intended to ensure grades offer reliable feedback regarding student performance, and to ensure fairness and consistency across the School. The faculty member is responsible for arriving at a grade for each student that the faculty member believes appropriately reflects the student's mastery of the course material and learning objectives. The faculty member will then consider the class' overall performance in terms of School guidelines. These guidelines are provided to ensure that grading, on average for the School as a whole, is sustained at a reasonable level over time.

Each faculty member in the Full-Time MBA Program establishes the evaluation criteria and grading scheme for his/her course. The grading criteria will be outlined in the course syllabus. If a student receives an incomplete grade, he/she will have one month to make up the missing work and earn a letter grade or be dropped from the program.

If students have a concern about their grade in a particular course, they should consider whether it reflects an accurate evaluation of their mastery of the course material and learning objectives, relative to the above descriptors. If they need clarification of the instructor's evaluation, they should meet with the instructor to obtain additional information and feedback.

CGPA: Cumulative GPA, the U of U CGPA is calculated by dividing the total number of grade points earned in residence at the U by the total number of credit hours attempted in residence at the U. *Courses from other institutions do not affect your U of U CGPA.

GOOD STANDING: A student whose U of U CGPA is a 3.0 or higher.

PROBATION: A student whose U of U CGPA drops below a 3.0 during ANY term is placed on probation*.

**See "GPA Requirements and Academic Probation" for more information.*

DISMISSAL: A student who, during a probationary term, does not raise the U of U CGPA back up to a 3.0 is automatically dismissed from the MBA program.

GRADE POINTS: Grades count as follows (points per credit hour):

E or EU = 0.0	A = 4.0	A - = 3.7
B + = 3.3	B = 3.0	B - = 2.7
C + = 2.3	C = 2.0	C - = 1.7
D + = 1.3	D = 1.0	D - = 0.7

EXCLUDED: All courses in which a student receives a grade of "CR", "NC", "W", "T", "V", or "I" are excluded from the U of U CGPA.

Faculty Evaluations

After each course, all students are required to complete an online course evaluation. Please remember to fill out these evaluations as they are important to help the professors and the Full-Time MBA Office continue to improve. Students are asked to rate the content of the course as well as the professor on a scale of 1 to 6, and provide written comments. These evaluations remain anonymous and are distributed to the professor, his or her department chairperson, and the Full-Time MBA Office. The Program takes these evaluations very seriously and requests that you are honest and specific with comments to help improve the curriculum.

GPA Requirements and Academic Probation

Students must maintain a 3.0 cumulative GPA ("B" average) to be approved for graduation. A grade of C- or below is not accepted for core or elective credit toward a graduate degree and will result in immediate dismissal from the program.

If a student's cumulative grade point average falls below 3.0 during any semester, he/she will be placed on academic probation and will have until the end of the following semester to bring the cumulative GPA up to 3.0 to avoid being dismissed from the program (see "Dismissal Procedures" for more information). If the semester in which the student's cumulative GPA falls below 3.0 is the student's last semester of the program, the student will not be cleared for graduation.

After any semester in which a student's cumulative GPA falls below a 3.0, including elective classes taken for credit, the student will be placed on academic probation and will receive notification from the Master's Program Office. The student has the following semester to bring his/her cumulative GPA up to 3.0 or face dismissal from the program. While on probation, the student is required to meet one-on-one with a member of the Full-Time MBA Program Office on a regular basis to ensure consistent academic improvements. During the probationary term, the student will also be removed from his or her involvement with any on-campus entities, such as Lassonde New Venture Development, Get Seeded, Sorenson Center for Innovation & Discovery, Sorenson Center for Impact Investing, etc.

Minimum GPA requirements are also in place for various activities and opportunities in the Full-Time MBA program. For example, in order to participate in a leadership capacity with MBSA a cumulative GPA of 3.5 or higher is required for each student. To participate in the International Trip, a cumulative GPA of 3.3 or higher is required for each student. Please be aware that additional opportunities may also have minimum GPA requirements.

We are here to help you. If you are struggling in one or more of your classes, don't delay getting additional help. We are happy to talk to you about options you may find helpful (tutoring, working more closely with teammates, etc). The rigors of the program are put in place to make you an effective business administrator who can enter the workforce at the completion of the program and find personal success and success for our employers who hire you. We are proud of this legacy and are excited for you to become a part of our program.

Dismissal Procedures

The Full-Time MBA program is a collaborative program where students and program administrators support each other to achieve success. Our goal is that every student who enters the program is successful in their MBA pursuits. Because our program is rigorous, achieving this goal is reliant on each student working hard to achieve a certain level of academic success as measured by GPA.

In accordance with the University of Utah Academic Policies and Standards you received in your admissions packet, "candidates for graduate degrees are required to maintain a 3.0 or higher GPA in coursework toward the degree. After any semester in which a student's cumulative GPA falls below a 3.0, including elective classes taken for credit, the student will be placed on academic probation and will receive notification from the Master's Program Office. The student has the following semester to bring his/her cumulative GPA up to 3.0 or face dismissal from the program."

In other words, if after any semester (including your first semester) your cumulative GPA is below a 3.0, you will receive notification that you are on probation. You will meet with the FT MBA office during your probation semester so that we can be supportive as you bring your cumulative GPA above a 3.0. After grades are published following your probation semester, your cumulative GPA must be above a 3.0 or you will be dismissed from the program.

Here are some additional details to note:

- Cumulative GPA includes grades from all courses, including courses taken for a dual degree.
- Students are only allowed one probation semester. If the cumulative GPA drops below 3.0 a second time, the student is not allowed to go on probation again and will be dismissed from the program.

Academic Misconduct

Students must adhere to generally accepted standards of academic honesty, including, but not limited to, refraining from cheating, plagiarizing, research misconduct, misrepresenting one's work, and/or inappropriately collaborating. A student who engages in academic misconduct may be subject to academic sanctions including, but not limited to, a grade reduction, failing grade, probation, suspension or dismissal from the program or the University, or revocation of the student's degree or certificate. A faculty member who discovers or receives a complaint of misconduct relating to an academic activity for which the faculty member is responsible shall take action and impose an appropriate sanction for the misconduct. The faculty member shall give the student written notice of the academic sanction, if any, to be taken and the student's right to appeal the academic sanction to the Academic Appeals Committee for the college offering the course. Such sanctions may include requiring the student to redo an assignment(s) or retake an exam(s), a grade reduction, a failing grade for the exercise, or a failing grade for the course.

(see University of Utah Student Handbook, Code of Student Rights and Responsibilities, Section V: Student Academic Conduct. <http://www.regulations.utah.edu/academics/6-400.html>)

Students struggling with courses should make every attempt to contact professors and/or teaching assistants and ask for help or input on how to improve in the class. Students should also make contact with professors in order to keep track of his or her progress in the course.

Students struggling in their courses should also schedule an appointment with their academic advisor to discuss options.

Leave of Absence

Students who wish to discontinue their studies for one or more semesters (other than summer term) must complete a Request for Leave Absence form. The form must be approved by the supervisory committee chair and the department chair and then forwarded to the Graduate School for approval by the Dean of the Graduate School.

Requests for leaves of absence may be granted for up to one year for reasons related to:

- a serious health condition of the student or family member;
- parental leave care for a newborn or newly adopted child;
- a call to serve in military service; or
- another compelling reason that the student's department believes is in the best interests of both the student and the University.

The form requesting a leave of absence for a current semester must be completed and received in the Graduate School by the last day of classes of the semester. Leaves of absence are not granted retroactively. Students must officially withdraw from classes in any semester for which a leave is granted; failure to formally withdraw results in the reporting of E or EU grades for all classes.

The period during which a leave of absence is granted does not count toward the period allowed to complete the degree. Leaves are granted for a maximum of one year at a time, and may be renewed by submitting a new form to the Graduate School. The leave of absence is void if a student registers for classes in a semester for which a leave was granted.

FERPA

Student records are governed by the Family Educational Rights and Privacy Act ("FERPA"). FERPA grants all students the following basic rights:

- The right to request access to their education records
- The right to have their education records protected from disclosure, except in certain limited circumstances
- The right to designate basic directory information (e.g., name, address, telephone number, dates of attendance, etc.) as part of their private education records
- The right to seek an amendment to education records that are inaccurate, misleading, or in violation of their privacy rights
- The right to complain to the U.S. Department of Education should they feel that their FERPA rights have been violated

For more information about each of these rights and about the processes for exercising these rights, please refer to the website of the University of Utah Office of the Registrar: <http://registrar.utah.edu/handbook/ferpa.php>

Requesting an Amendment to Educational Records

Students who believe their education records contain information that is inaccurate, misleading, or in violation of the student's rights of privacy should first attempt to resolve the issue with the relevant faculty member(s). Students may also present their request to the Associate Dean for Student Affairs, who will work with the student and faculty member(s) to attempt informal resolution of the issue. Students who are not satisfied with the result of the informal resolution process may submit a formal request for amendment pursuant to the procedures outlined on the website of the University of Utah Office of the Registrar: <http://registrar.utah.edu/handbook/ferpa.php>.

Requesting a Release of Educational Records

Because the University of Utah generally will not disclose student education records to anyone other than the student, students must complete an online Consent to Release Form before the University will provide third-party access to student records. The Consent to Release Form is located at the following link: <http://registrar.utah.edu/handbook/ferpa-consent.php>.

Extra-Curricular Involvement

Assumption of Risk

I am familiar with the curriculum and the activities that take place in the Full-time MBA Program at the University of Utah. My participation in the Full-Time MBA Program may expose me to certain foreseeable and unforeseeable risks of injury such as, but not limited to, illness, injury, or even death. Knowing of these risks, I freely and voluntarily participate in the Full-Time MBA Program and hereby agree to assume and accept any and all risk of injury or death.

Waiver, Release, and Indemnification

I understand and acknowledge that the University of Utah (the "University") is not an insurer of my behavior, actions or participation in the Full-Time MBA Program, and that the University assumes no liability whatsoever for personal injuries or property damages to me or to third persons arising out of participation in the Full-Time MBA Program activities. I agree to release, waive, covenant not to sue, indemnify and hold harmless the University, and all of their officers, employees, and agents (collectively the "Releasees") from any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by Participant or loss or damage to any property belonging to me arising out of or related to participation in the above named Program, and excepting only such loss, damage, or injury as may be caused by the sole negligence of any Releasee.

Field Trips

University of Utah Policy 10-003: Field Trips

I. Purpose

1. To establish a Policy and related Procedures for field trips that involve faculty members, support staff, students, and/or other persons.

II. References

1. Policy 6-400 (Student Code)
2. Policies 6-316 (Code of Faculty Responsibility)

III. Definition

"Field trip" means a journey or excursion away from the university campus, whether or not in university vehicles, involving two or more persons, that is organized and/or sponsored by an operating unit of the university, or by a faculty member or other authorized employee of the university, for academic, research, or recreational purposes that are related to an approved program or activity of the university. "Field trip" does not include travel by university athletic teams and related personnel pursuant to approved policies of the department of athletics.

IV. Policies

A. University Responsibility. The university recognizes that it is obligated under the law to establish and ensure compliance with all applicable requirements of federal and state law, and all applicable university regulations, including but not limited to the Student Code and the Code of Faculty Responsibility, in connection with field trips.

1. The faculty member or other university employee designated to be in charge of a field trip (i.e., the "trip director" has the responsibility to enforce compliance with university policies by all persons participating in the field trip.
2. No person shall be permitted to participate on a field trip unless a "Statement of Understanding," properly completed and signed pursuant to Section IV.B., below, is on file for that person in the office of the responsible department head or director before the field trip commences.
3. The trip director is responsible for the prudent care and operation of university-owned vehicles used on field trips from the time at which possession of the vehicle is taken until it has been returned to university control.
4. Only a duly licensed adult (i.e., age 18 years or older) who has been authorized by the trip director may operate a motor vehicle, whether or not the vehicle is owned by the university, to transport persons on a field trip.
5. The trip director must obtain assurance, prior to the commencement of the field trip, that any vehicle not owned by the university and used on the field trip will be covered throughout the period

of the trip by a motor vehicle liability insurance Policy, currently in effect, with limits of coverage and liability that satisfy the requirements of the Utah Motor Vehicle Safety Responsibility Act, 1953 Utah Code Ann. Section 41-12-1 et seq. Each person participating on a field trip in any capacity (e.g., faculty, staff, or student) should be covered by insurance for medical and hospital costs arising from any accident occurring while on the field trip. Enrollment in the university's hospital/medical student health insurance program for university employees, or in the student health insurance program, will satisfy this requirement. Persons not included in these insurance programs and who do not already carry equivalent private hospital/medical insurance should obtain appropriate short-term insurance.

6. Funds administered by the university may not be used to supply alcoholic beverages to persons participating on a field trip.

7. While actually using any vehicle for field trip purposes, and during "working hours" (i.e., those hours designated by the trip director as time to be spent on university-sponsored activities within the purpose of the trip), drinking of alcoholic beverages by any participant on a field trip is forbidden.

8. No narcotics, illegal drugs, or other controlled substances may be in the possession of, or used by, any person engaged in the field trip except for purposes specifically permitted by the Utah Controlled Substances Act.

9. No person engaged in field trip activities, other than the trip director, may possess or use any kind of firearm for any purpose, except as may be expressly authorized by the trip director upon a determination that the person so authorized is reasonably knowledgeable and proficient in the use of the particular firearm and that its possession or use by him/her is necessary to carry out the purposes of the trip.

10. Each student participant is expected to comply with all applicable provisions of the Student Code, and each faculty member is expected to comply with all applicable provisions of the Code of Faculty Responsibility, during the field trip, and to obey all applicable provisions of the law of the state and nation in which the field trip activities take place. All participants are individually responsible for their personal conduct while on the field trip, and the university has no obligation to intercede or undertake to protect them from the legal consequences of violations of law for which they may be responsible.

B. Statement of Understanding

1. Each person, prior to participating in a university-sponsored field trip, must personally sign (or if under 18 years of age must obtain the signature of his/her parent(s) or guardian upon) an agreement reading substantially as shown in the attached Appendix, which shall be filed in the office of the sponsoring department or office prior to the commencement of the field trip.

2. Persons who are expected to participate on more than one field trip during any academic year (i.e., July 1 to the following June 30, inclusive) are not regularly required to sign a separate Statement of Understanding for each trip, provided there is on file in the pertinent office a duly signed statement that is accurate and up-to-date prior to each field trip taken during that academic year.

3. The filing of such statements may be required as a condition of registration in any course in which participation in one or more field trips is anticipated.

V. Procedures

1. Departmental Responsibilities. The head of each department or operating unit that sponsors field trips shall be responsible for enforcing university policies relating to field trips, for notifying students of the requirements of this Field Trip Policy and Procedure, and for maintaining files of the Statements of Understanding required by Section IV.B., above.

VI. Sanctions

1. Violations of this Field Trip Policy may be the basis of appropriate sanctions, including the initiation of formal charges under applicable provisions of the Student Code or the Code of Faculty Responsibility.

2. While actually engaged in a field trip, the trip director may enforce the provisions of this Field Trip Policy by withdrawal or limitation of privileges, or, in the event of repeated violations, by excluding the offending person from further participation and arranging to return the offender to the campus or to convey him/her to the nearest point of public transportation for return to the campus. The cost of such return transportation is a proper charge against university funds, but the university reserves the right to obtain reimbursement from the offender.

3. Reports of Accidents. Any accident or other occurrence causing physical injury to persons or property occurring in the course of a field trip, whether or not the injury is sustained by a participant on the field trip, shall be reported promptly pursuant to Policy 5-310.

Clubs and Competitions

Full-Time MBA students at the David Eccles School of Business have access to a broad range of student activities, clubs, competitions, and professional centers that they can get involved with to build up an impressive résumé. They are listed by interest with website and contact information. Please reach out to the contact listed to join or to learn more about each club.

FTMBA Friends & Family

ftmba@utah.edu

The FTMBA Friends & Family gives the spouses and significant others of the school's MBA students a support system and the opportunity to meet and socialize through activities and events both on and off campus. Dinners, movie nights and other meet-ups offer the MBA students and their significant others the chance to get to know each other outside the classroom.

Connect U

cindy.smith@eccles.utah.edu

The David Eccles School of Business has thousands of alumni across the United States and a number of programs help our students make connections with those alumni in a variety of fields. Connect U is one of our more transformational student organizations, designed to not only introduce students to a powerful network, but also to help students start to build their own network through informational interviews and ongoing events. Students will leave with a custom-designed network that will provide value for the rest of their career. Participation in Connect U is by application only; details will be distributed during Week Zero.

Consulting

dallen.hansen@eccles.utah.edu

Students are exposed to many forms of consulting through speakers, panel discussions, and workshops with participation in the Consulting Club. Students gain a deeper insight into the consulting industry through hands-on experience. The organization provides excellent networking opportunities with consulting professionals. Students can volunteer to work with nonprofits or for-profit companies on short-term consulting projects.

Eccles Outdoor Industry Club

john.bessey@utah.edu

Salt Lake City is the economic hub of the Outdoor Industry in North America. The Eccles Outdoor Industry Club (EOIC) leverages our location and access to this robust ecosystem to look at strategic business issues through the lens of the outdoor industry. Students will use frameworks learned in the classroom to discuss and analyze the issues facing local Outdoor Industry companies; students will then attend site visits with executive leadership of these companies and hear first hand how Outdoor Industry leaders are making decisions in this highly competitive space. Past site visits have included Petzl, Black Diamond, Vail Resorts - Canyons, and DPS Skis. EOIC also encourages participation in outdoor recreation throughout the campus community and strives to be a resource for DESB graduate students interested in participating in outdoor activities.

Future Healthcare Leaders Association

fhla@eccles.utah.edu

The Future Healthcare Leaders of America (FHLA/ACHE) is a student-run organization designed to prepare students for successful careers in healthcare administration, through education, networking and real-world exposure to the healthcare field via visits to local healthcare organizations and brown bag seminars on healthcare administration and organization topics. Membership is open to graduate students pursuing an MBA/MHA degree, or students pursuing other graduate degrees in conjunction with the Master of Healthcare Administration degree.

Life Science Club

sarahbroderick@gmail.com

The Life Science Industry is massive and complex: it has a significant regulatory footprint, enormous capital requirements, and opaque pricing and reimbursement models. The Graduate Life Science Club will help interested students make sense out of this complexity. With club discussions facilitated by industry partners, we will analyze issues and trends facing the industry. We visit local companies that are researching, developing, marketing, and selling products that impact patients. Our club focuses on companies in the Pharmaceutical, Biotech, and Medical Device spaces. We have two goals as a club:

1. Inform and educate students on the life science industry preparing members for interviews in the space
2. Network and engage with the local Life Science community.

MBA & Masters' Entrepreneur Club

mbaentrepreneur.club@business.utah.edu

The Entrepreneur Club, or E-Club, meets regularly to brainstorm business ideas, network and study entrepreneurship, with the members motivating each other as they pursue their respective ideas. Guest speakers help the club explore subjects like how to raise startup money, what a founding team should look like and what industries are ripe for new entrepreneurs to enter. The club is open to MBA and Master's students from across all disciplines, especially engineering and computer science, who are interested in applying their classroom learning to start-up scenarios and developing the skills to navigate the startup world.

Eccles Marketing Society

jthompson567@gmail.com

Marketing Masters (MM) exists to serve as the focal point for all post-undergraduate marketing activities within the David Eccles School of Business. MM seeks to add value to the DESB by providing post-undergraduate University of Utah students with opportunities to gain both academic and real-life marketing experiences, in order to ease the transition from marketing student to marketing professional. Such opportunities include, but are not limited to:

- Working with real businesses on real-world projects.
- Networking with marketing professionals.
- Attending workshops with industry experts.

All club activities will be carried out with the objective of gaining support for marketing within the University of Utah community and the state of Utah.

TEK Information Systems Club

laurie.bragg@utah.edu

TEK Club is open to all students with an interest in the intersection of business and technology. The club offers a wide variety of IS-related activities through the year designed to help members increase their understanding of IS career options, develop IS skills, get to know others in the IS field, and prepare for a successful job search. Club activities include company visits, industry speakers, networking events, skill and career workshops, and state and national competitions. Industry leaders work with the club to provide information about the latest technology and career trends.

Women in Business

wib.club@business.utah.edu

The mission of the Women in Business is to engage, develop, and support women in Graduate programs through education, connection, and empowerment.

Our five pillars to support this mission are:

- Development: Promote the personal and professional development of our members
- Partnership: Develop relationships outside of the University
- Culture: Ensure a positive and supportive environment
- Connection: Create opportunities for our members to connect with one another
- Communication: Engage all of our members through thoughtful communication

Class of 2018 Academic Calendar

YEAR ONE: 2016/17

Month	Calendar	Notes
August - 2016		Intensive Week I to be on campus the 3rd week of August - On Campus
September - 2016		NSHMB Conference - Houston, TX
October - 2016		NBMA Conference - New Orleans, LA NAWMA Conference - Stanford, CT
November - 2016		Net Impact Conference - Philadelphia, PA
December - 2016		CES Conference - Las Vegas, NV
January - 2017		CES Conference - Las Vegas, NV
February - 2017		CES Conference - Las Vegas, NV
March - 2017		CES Conference - Las Vegas, NV
April - 2017		CES Conference - Las Vegas, NV
May - 2017		CES Conference - Las Vegas, NV
June - 2017		Summer Internship
July - 2017		Summer Internship

○ Elective Registration Begins
 ■ Class Sessions
 ● Graduation
□ Holiday
 ↔ Intensive Week, Conferences & Events
■ International Field Study (TBA)

Year One Curriculum

Intensive Week I:

- MGT 6050: Foundations of Teamwork

Fall Semester:

- ACCTG 6000 Financial Accounting
- FINAN 6025 Managerial Economics
- OIS 6040 Data Analysis
- OIS 6060 Operations Management
- MGT 6051 Managing/Leading Organizations
- MKTG 6090 Marketing Management

Spring Semester:

- ACCTG 6001 Managerial Accounting
- FINAN 6020 Financial Management
- MBA 6001 Career Perspectives
- IS 6010 Information Technology
- OIS 6061 Operations Management II
- MGT 6054 Management Communication

Electives:

- Up to 6.0 Credits in Spring Semester

YEAR TWO: 2017/18

Month	Calendar	Notes
August - 2017		Intensive Week II to be on campus the third week of August.
September - 2017		NBMA Conference
October - 2017		NBMA Conference
November - 2017		Net Impact Conference
December - 2017		CES Conference - Las Vegas, NV
January - 2018		CES Conference - Las Vegas, NV
February - 2018		CES Conference - Las Vegas, NV
March - 2018		CES Conference - Las Vegas, NV
April - 2018		CES Conference - Las Vegas, NV
May - 2018		CES Conference - Las Vegas, NV

Year Two Curriculum

Intensive Week II:

- MBA In-House Case Competition
- Return to Learn

Fall Semester:

- STRAT 6071 Competitive Strategy
- MBA 6002-001 Career Perspectives II
- Electives

Spring Semester:

- MBA 6800 Integrative Experience
- MBA 6003-001 Professional Career Development
- Electives

*SCHEDULE IS SUBJECT TO CHANGE