Owning Your Experience & Academic Excellence

Student Services

GROW THE GOOD IN BUSINESS™

UNIVERSITY OF NOTRE DAME | MENDOZA COLLEGE OF BUSINESS

Agenda Overview

- MBA Portal
- Degree Requirements
- Academic Policies and Codes
- Owning Your Experience and Academic Excellence

MBA Student Portal

mendozambaportal.nd.edu
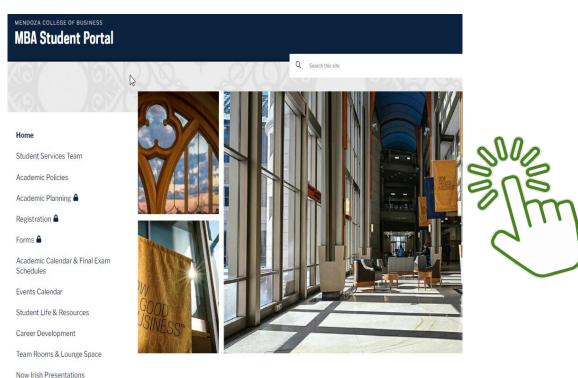
Academic Information
- Policies
- Honor Codes

Advising
- Meet the SS Team
- Schedule Advising Appointments

Planning
- Program Requirements
- Course Schedules
- Major Requirements

Registration
- Registration Timelines & Tools
- Guides & Tutorials

MENDOZA COLLEGE OF BUSINESS
MBA Student Portal

Search this site

Home

Student Services Team

Academic Policies

Academic Planning 🔒

Registration 🔒

Forms 🔒

Academic Calendar & Final Exam Schedules

Events Calendar

Student Life & Resources

Career Development

Team Rooms & Lounge Space

Now Irish Presentations

Emergency Action Plan

Degree Requirements | Overview

- Complete a minimum of (64) credit hours
  - No less than 4 credits per Mod and 9 credits per semester
  - May not exceed 19 credits per semester
- Maintain a cumulative GPA of at least 3.0 (B)
- Complete
  - (1) Pathway Major
  - (1) Internship in Summer 2024
  - (4) Grow Irish sessions (follows after finals in Mods 1 and 3 each year)
  - (1) Communications Elective
  - (1) Ethics Elective in addition to the Core ethics requirement

Degree Requirements | Academic "Year One" Overview

Fall (Mod Mods 1 & 2) = MBA Core | 18 credits

⭐ **You are here**

> - MBA Student Portal under the Planning Tab along with detailed Fall schedule
> - Helpful planning resources

First Year						
Mod 1 | Core Courses			G R O W	**Mod 2 | Core Courses**		
Course #	Courses Title	Credits		Course #	Courses Title	Credits
MBA 60110	Financial Accounting I	2	I	MBA 60500	Marketing Management	2
MBA 60250	Finance	2	R	MBA 60120	Financial Accounting II	2
MBA 60310	Intro. to Statistical Analysis	2	I	MBA 60221	Managerial Economics	2
MBA 60430	Found. of Ethical Bus. Conduct	2	S	MBA 70300	Intro to Business Analytics	2
MBA 60800	Career Leadership	1	H			

Mod 3 | Core Courses & Electives			G R O W	Mod 4 | Core Courses & Electives		
Course #	Courses Title	Credits		Course #	Courses Title	Credits
MBA 70415	Strategic Decision Making	2	I	MBA 60370	Process Analytics	2
	Elective	2	R	MBA 70410	Leading People & Teams	2
	Elective	2	I		Elective	2
	Elective	2	S		Elective	2
			H			

Degree Requirements | Academic "Year One" Overview

Fall Term

- MBA Core (administratively enrolled)
- Grow Irish (administratively enrolled)**

Spring Term

- MBA Core 6 credits (administratively enrolled)
  - Mod 3, 2 credits
  - Mod 4, 4 credits
- Grow Irish (administratively enrolled)**
- Open registration for elective courses

**Experiential Learning develops & executes Grow Irish programming

- *(1) credit per term (Fall and Spring)*
- *Meets elective requirement*
- *Learn more on this afternoon (August 9)*

UNIVERSITY OF NOTRE DAME | MENDOZA COLLEGE OF BUSINESS

GROW THE GOOD IN BUSINESS ™

Optional Workshops | August 17 - August 18

Accounting Workshop, Professor Mike Meyer

- Session 1: Thursday, August 17, from 1:00 p.m. – 5:00 p.m.
- Session 2: Friday, August 18, from 1:00 p.m. – 5:00 p.m.

Statistics Workshop, Professor Sarv Devaraj

- Session 1: Thursday, August 17, from 8:00 a.m. – 12:00 p.m.
- Session 2: Friday, August 18, from 8:00 a.m. – 12:00 p.m.

Optional Workshops | August 17 - August 18

Students interested in exploring new academic content or refreshing their skills may wish to consider participating in either one or both workshops.

- Both workshops are non-credit and do not count towards the MBA degree requirements
- Participation is optional, but registration is required
- You may register for one, both, or neither of the workshops
- All workshop materials are included

Further details will be emailed this afternoon

Key Dates in Fall Term

August

- 22: MBA Advisor Assignments announced
- 23: Begin Booking Academic Advising Appointments (optional)
- 24: MBA Mixer (immediately following class)
- 31: Student Activity/Clubs Fair

September

- 6: MBA Class Meeting (immediately following class)
- 7: MBA Mixer (immediately following class)
- 11: Understanding Pathway Majors Workshop
- 21: MGP Fall Welcome Back at Potawatomi Zoo

Key Dates in Fall Term

October

- 2 - 5: Mod 1 Finals
- 9 - 13: Grow Irish Week
- 16 - 20: Fall Break
- 24/25: Spring Registration Workshops

November

- 3: Declare Pathway Major
- 14: Phase 1 for Spring Registration Opens
- 22 - 24: Thanksgiving Break

December

- 11 - 14: Mod 2 Finals
- 15: Winter Break (resume classes on January 16)

Academic and Community Expectations

- *Academic Code of Business Graduate Programs*
  - Policies and regulations governing attainment of academic credit and degrees
- *Graduate Academic Code of Honor*
  - Student and faculty expectations & responsibilities for honorable conduct in all academic activities
- *du Lac: A Guide to Student Life*
  - Central resources for ALL students (undergraduate, graduate, professional)

Academic Code

- Section 4.3 Grades
  - "The policy for all business graduate programs is that the mean grade in a course must lie between 3.3 and 3.6 (on a 4.0 scale)."
  - Passing grades: A (4.000) through C- (1.6667) or "S"
- Section 5.3.1 In Good Standing**
  - "To maintain academic good standing, a business graduate student must achieve a cumulative G.P.A. of at least 3.000 in every semester."
- Section 5.4.1 Academic Dismissal
  - Dismissal will result from:
    - i) two consecutive terms on probation
    - ii) a term G.P.A. below 2.500

**Good Standing | What else?

- **ND Roll Call**
  - Declaration of intent to enroll
  - 7-10 business days before start of term
  - Email prompt and reminders from Registrar Office
  - Failure to act results in separation from ND
- **Student Account Holds**
  - Financial
  - Immunizations
- **Course Instructor Feedback (CIF)**
  - Email prompt and reminders from University
  - Due typically week before finals
  - Failure to act results in grades held for seven business days after posting
  - Program leadership cannot see written comments nor can they open CIFs past the deadline.

Academic Code of Honor

In Your Own Work
- All submitted work must be your own —no matter how small or insignificant the assignment, whether it is graded or ungraded, a draft or a final version

In Working with Other Students
- Collaborative study that has been explicitly forbidden by your instructor is also forbidden by the Honor Code
- Be mindful about sharing information, especially between groups or during a quiz or exam

What is Your Responsibility
- Be sure to learn from each of your instructors how the Honor Code applies specifically to that course; clarify any questions you have about individual and group work
- When in doubt--ASK

Honor Code Violations

- Plagiarism - Submitting <u>without citation</u> work that incorporates someone else's ideas

- Giving or receiving unauthorized aid on an exam or quiz

- Falsifying data of any kind

- Giving a false reason for requesting a make-up examination, an extension on an assignment, or an excused absence

- Turning in the same work for two or more courses without the explicit approval of all of the instructors involved

- Failing to take responsible action upon witnessing or becoming aware of an Honor Code violation

Honor Code Pledge

- Every Notre Dame graduate business student is expected to make the ethical and moral commitment to act honestly and to not tolerate academic dishonesty on the part of other students.

- **The Graduate Business Honor Code Pledge**

  "The MCOB graduate business students, united in a spirit of mutual trust and fellowship, mindful of the values of a true education and the challenge posed by the world, agree to accept the responsibilities for honorable conduct in all academic activities, to assist one another in maintaining and promoting personal integrity, and to abide by the principles and procedures in this Honor Code."

du Lac: A Guide to Student Life

- Office of Community Standards
  - We are all responsible for creating a safe and vibrant campus community
  - "We expect members of our community to conduct themselves with integrity and reflect the values of an institution that believes deeply in the education of the mind and the heart – allowing you and our community to flourish."

- Office of Institutional Equity & Title IX
  - Online training via Canvas, Fall 2023
  - More information and reporting: **titleix.nd.edu and GreenDot**

Owning Your Experience & Academic Excellence

Your Actions and Behavior Directly Impacts Academic Excellence

---

Embrace the Tradition of Excellence

What will your experience be like?

- **Challenging**
  - Resiliency
  - Community
  - Communication
- **Transformational**
  - Share generously
  - Open yourself to coaching
- **Unexpected**
  - Take risks in your learning
  - Live your values

"Whatever you value, be committed to it and let nothing distract you from this goal. The uncommitted life, like Plato's unexamined life, is not worth living."

~*The Hesburgh Papers, 1979*

Four E's of Student Services Support in Your Student Journey to Own Your Experience

- **Enrich**
- **Empower**
- **Encourage**
- **Expect**

Be you, just the best version of yourself

What does it mean to be the best version of yourself?

- **Accountable and work ethic**
- **Attendance and participation (ROI)**
  - Active Learner
  - Collaborate
  - Leaders v. Leadership
- **Make the program your job**
- **Self-awareness**
  - Understand your values and culture
  - Respect others values and culture
  - Collectively live ND values: Responsibility, Excellence, Integrity, Leadership, & Spirituality

Tips & Reminders

- Get Ahead Early
- Accept Responsibility
- Comparison v. Confidence
- Syllabi & Learning Outcomes
- Graduate mindset

Communication with Faculty

- Faculty own their classroom (content; learning team; grading)
- Attendance Policy
- Exam Schedule
- Managing Conflicts
  - In attendance from first day of term through end of term finals
  - avoidable v. unavoidable
  - transparency and advance notice

Communication in General | Listservs

- University-wide (Fr. Jenkins, Provost, etc.)
- High-level ND (Parking, Risk Management, Athletics, etc.)
- Mendoza-specific (Dean's Office, IT, etc.)
- Student Services-specific (mgpstusvcs@nd.edu)
- MBA-specific (mcob-students-ty25mba-list) listserv
- Faculty to Student - Canvas or direct emails
- Student to Student (peer-to-peer, student organization)

Support Reminders

- Utilize the community of support and resources
  - University resources
  - Faculty & Staff
  - Learning teams & other classmates
- Ask questions and seek assistance early (Student Services)
  - **mgpstusvcs@nd.edu**

Final Thoughts…

- Why are you here?
- What has been your academic experience to date? Are you comfortable with that narrative/timeline?
- How do you define excellence?
- How do you define success in the different areas of your academic, personal, and professional lives?
- Set 1-3-5 goals

GROW THE GOOD IN BUSINESS

MENDOZA COLLEGE OF BUSINESS

UNIVERSITY OF NOTRE DAME