

Management and Accounting

The Jesse H. Jones Graduate School of Management

Dean

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Professors

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 Robert Dipboye
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Associate Professors

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Instructors

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Adjunct Professors
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 Anne Marie Ainsworth
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 John Boatwright
 Marc Boom
 James W. Crownover
 Christopher Durovich
 Jerry E. Finger
 Robert N. Flatt
 Joseph R. Gagliardi
 Arthur Garson, Jr.
 Jack M. Gill
 John K. Hannan
 Terry Hemeyer
 Vincent Kaminski
 Robert M. Lesnick
 Dennis Loughridge
 Shahid Malik
 Stuart P. Morstead
 Timothy Nash
 Robert B. Parke, Jr.
 David Ross, III
 Armand Shapiro
 Joan E. Shook
 David Titus
 Richard H. Ward, III

Lecturers

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 David M. Austgen
 John A. Baker
 Lovett Baker
 Sylvia Bennett
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 E. Scott Crist
 John D. Faucher
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 Lawrence Hampton
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 Patricia R. Lawrence
 Pilar Llusa
 James P. Mandel
 Robert McAshan
 Dennis E. Murphree
 Elizabeth A. Peters
 Dale Qualls
 Leslie Rohrer
 Steven Russo
 James R. Sowers
 Ramamirtham Sukumar
 Ann Thomas
 V. Richard Viebig, Jr.
 Stuart Wagner

The Jesse H. Jones Graduate School of Management was established in 1974 through a gift from Houston Endowment Inc. The school provides its highly select graduate students with unique opportunities for professional training in management. The master of business administration (M.B.A.) program includes elective offerings in accounting, entrepreneurship, finance, international business, information technology, marketing, operations management, organizational behavior and human resource management, healthcare management, and strategic management and planning.

The M.B.A. is also offered in a format designed for executives who do not wish to interrupt their careers while they pursue their degrees. Meeting every other weekend, the M.B.A. for Executives Program features the same content and faculty as the traditional two-year M.B.A. program, and is completed in 21 months. This general management program offers no tracks for specialization; however, much of the content of elective courses in the two-year M.B.A. has been incorporated into the course modules for the executive format. The M.B.A. for Executives Program offers 4 electives at the end of the 21-month period.

A joint M.B.A./master of engineering degree offered by the Jones Graduate School and the George R. Brown School of Engineering, in any of the departments of engineering or in statistics, prepares students to become managers in organizations requiring a high level of technical expertise and management skills.

A joint M.B.A./M.D. offered by the Jones Graduate School and Baylor College of Medicine prepares students to become both physicians and managers in institutions involved in the delivery of high-quality health care, as well as biotechnology-focused industries, health insurance/managed healthcare firms, and pharmaceutical and medical supply and equipment companies.

Although no undergraduate major is offered, undergraduate accounting courses are available.

Admission Requirements for Jones Graduate School

For general information, see Admission to Graduate Study (pages 65–66). Applicants to the M.B.A. program must submit scores on the Graduate Management Admission Test (GMAT) rather than the Graduate Record Examination (GRE), and, unless they received an undergraduate degree from a U.S. college or university, foreign nationals whose native language is not English must submit recent scores on the Test of English as a Foreign Language (TOEFL). Admission to the Jones Graduate School is open to students regardless of their undergraduate major, but it is highly selective and limited to those who have performed with distinction in their previous academic work and on the GMAT.

M.B.A. Program. Although the M.B.A. program has not established specific prerequisite courses for admission, students may find it beneficial to have a background that includes undergraduate course work in principles of accounting, principles of microeconomics, and mathematics. Because spreadsheet and word-processing software are used extensively in course work, students should have a thorough understanding of these types of software packages before enrolling.

M.B.A. for Executives. In addition to meeting the standards for admission to the M.B.A. program, students admitted to the executive program typically have at least 10 years of relevant work experience.

Joint M.B.A./Master of Engineering Program. To enter the joint degree program, applicants must be accepted by both the Jones Graduate School and the engineering department in which they wish to enroll. The program requires the Jones Graduate School application and the GRE, rather than the GMAT. Some engineering departments require advanced tests as well.

Joint M.B.A./M.D. Program. To enter this joint degree program, applicants must first be accepted by Baylor College of Medicine and then apply separately to the Jones Graduate School. The MCAT is accepted rather than the GMAT. Two years of medical school are required before starting M.B.A. classes.

Degree Requirements for M.B.A.

For the M.B.A degree, students must:

- Spend at least 2 academic years in residence at Rice
- Complete at least 60 semester hours in course work
- Register for no fewer than 15 hours and no more than 18 hours each semester (any other registration requires special permission)

All registration and drop/add forms require the signature of the M.B.A. program director or a designee. The school, which must approve all courses, specifies the sequence of required first-year courses at registration for each entering class.

Waivers and Transfers of Credit. At its sole discretion, the school may allow students to transfer credits (up to 6 hours). This does not necessarily reduce the residence requirement, but it does make additional elective courses available. Students otherwise must follow the prescribed curriculum of study and are not allowed to waive any core requirements.

First-Year Courses. Students must complete at least 32 approved credit hours. The modular core curriculum includes financial accounting, data analysis, business ethics, information technology, marketing, finance, managerial economics, organization behavior, competitive strategy, managerial and leadership skills, managerial communication, economic environment of business, globalization of business, cost management, operations management, business-government relations, organization theory and change management, and 2 electives. During the second semester, teams of students participate in an action learning project in which they work at a company to solve a specific problem. This project allows them to integrate the business disciplines they studied and to turn knowledge into action. The core courses serve as prerequisites for required and elective courses taken in the second year.

Second-Year Courses. Students must complete at least 28 credit hours that include required courses in entrepreneurship and strategy formulation and implementation, and 25 credit hours of electives.

Areas of Interest. Although M.B.A. students are not required to select a formal elective concentration for degree purposes, they may wish to choose 1 or more areas of interest from among the following: accounting, entrepreneurship, finance, general management, international business, information technology, marketing, operations management, organizational behavior and human resource management, healthcare management, and strategic management and planning. The M.B.A. program director and individual faculty members offer students advice on course selection. Students may also take upper-level or graduate courses from other departments at Rice. Students may not credit basic foreign language courses toward the M.B.A. degree, but advanced language courses may qualify with approval from the M.B.A. program director.

Degree Requirements for M.B.A. for Executives

This degree requires completion of 11 mini-semesters totaling 56 credits, including Extended Learning Labs. The program is a lock-step progression in which all students take required courses in an identical sequence, except for the 4 elective courses at the end of the 21-month period.

Degree Requirements for Joint M.B.A./Master of Engineering

Students may earn this nonthesis engineering degree in the fields of chemical engineering, civil engineering, computational and applied mathematics, computer science, electrical and computer engineering, environmental science and engineering, mechanical engineering and materials science, and statistics. Ordinarily, the engineering degree takes one academic year to complete, whereas the M.B.A. requires two. Joint-degree candidates, however, can fulfill requirements for both degrees in two academic years.

For the joint M.B.A./master of engineering degree, students must complete:

- At least two academic years in residence at Rice
- 63 semester hours in approved course work:
 - 24 hours in an engineering discipline
 - 39 hours in business administration

Students plan their course schedules in consultation with the engineering department in which they are enrolled and with the M.B.A. program director.

Degree Requirements for the Joint M.B.A./M.D. Program

Students may earn both M.B.A. and M.D. degrees in five years. They divide their time as follows:

- Years one and two—medical training at Baylor College of Medicine
- Year three—core M.B.A. courses at Rice
- Year four—M.B.A. courses at Rice, including 3 semester hours of required courses and 12 semester hours of healthcare electives during the fall semester, and medical training at Baylor College of Medicine during the spring semester
- Year five—medical training at Baylor College of Medicine

Students use the summer between the third and fourth years to perform healthcare research programs or externships. Students receive their M.B.A. degree from Rice after they have completed 47 hours of approved management course work; they receive their M.D. degree after they have completed the requirements specified by Baylor College of Medicine.

Academic and Professional Standards

Students must meet both academic and professional standards to continue academic work and to graduate. In accepting admission to the M.B.A. degree program, all students agree to be governed by the standards and procedures for dismissal or disciplinary action stated below.

Academic Standards. A minimum cumulative grade point average of 3.00 (B) is required for graduation. All courses taken for the M.B.A. degree (including approved courses taken at the university but outside the Jones Graduate School) are counted in the cumulative grade point average calculation.

Students with a cumulative grade point average lower than 3.00 at the end of any semester will be notified of dismissal and may no longer register for courses. A student who has been notified of dismissal may appeal to the Academic Standards Committee of the Jones Graduate School. The committee will decide, based on the circumstances of the appeal, whether the student (1) may resume studies on probation, (2) is to be suspended for one semester or an academic year, or (3) is to be dismissed from the M.B.A. program.

Students proposing to return after a period of academic suspension must apply to the Academic Standards Committee and receive permission to be readmitted.

Only grades of C and higher are counted for credit toward graduation. If students

receive a grade lower than C in a course required for graduation, they must repeat the course. If students receive a grade lower than C in an elective course, they need not repeat the specific course, but they must make up the hours.

Students may retake a failed course only once and then only if their cumulative grade point average is 3.00 or higher, or they have received the permission of the Academic Standards Committee to do so. Students who fail a course twice will be notified of dismissal. (Students may not take any course for which the failed course is a prerequisite until they pass the prerequisite course.)

Students on academic probation cannot be candidates for student offices, cannot graduate or drop courses, and must complete all future courses with a grade of C or above. Students are removed from probation only upon achieving a cumulative grade point average of at least 3.00 at the end of the following semester of work.

Students who have completed the required number of hours for the M.B.A. degree, the joint M.B.A./master of engineering degrees, or the joint M.B.A./M.D. degree, but who have a cumulative grade point average lower than 3.00, are dismissed without graduation. If, in an appeal to the Academic Standards Committee, a student can substantiate a claim of extenuating circumstances, i.e., those beyond the student's control, the student will be permitted to take additional course work at the university within the next year to raise his or her grade point average to 3.00.

Professional Standards. M.B.A. students are held to the high standards of professional conduct expected of managers—standards substantially exceeding those expected of them simply as students. Students may be dismissed or suspended for **failure to meet professional standards**, as defined in the University Code of Conduct. The dean may place a student on disciplinary probation for unacceptable conduct, giving oral and written notice that future misconduct will lead to filing of specific charges. (This probationary notice, however, is not required as a precondition for filing specific charges.)

Financial Aid

Financial assistance by the Jones Graduate School is awarded only for a given semester or year. Continuation of assistance depends upon satisfactory academic performance, professional behavior, and availability of funds. Academic or disciplinary probation, suspension, or more than three grades below B- result in the removal of all forms of school financial assistance, whether scholarship, loan, or employment. Scholarships are awarded for a combination of need and academic merit.

Resolution of Disagreements

By university policy, a final grade for a course submitted to the registrar's office may be changed only if the instructor made a clerical error in calculating that grade.

In the event of a significant disagreement not involving grades between a student and an instructor, the following grievance process is used. First, the student should try to resolve the disagreement with the instructor. After that, either party may bring the matter to the M.B.A. program director, who will attempt mediation. Either party may then appeal to the dean through the Academic Standards Committee.

The grievance process is conducted according to a formal written policy approved by the school faculty and should be reserved for serious complaints of individual mistreatment; frivolous complaints will be dismissed.

See ACCO (page 235) and MGMT (pages 448–465) in the Courses of Instruction section.