**PAC**  
**September 28, 2012**  
**Minutes**

**Present:** Theo Addo, Xudong An, John Anderson, Annette Easton, Heather Honea, Kathy Krentler, Lois Olson, Patricia Van Damme, Nik Varaiya

**Absent:** Amy Randel

1. **MAC Day**
   The committee discussed plans for a presentation to the CBA on assessment at the October 5, 2012 Maintenance of Accreditation (MAC) Kick-Off luncheon. Approximately 20 minutes has been allocated to Assurance of Learning (AOL). It was agreed that the focus of the presentation will be on the absolute essentials that any CBA faculty member should be aware of. Using this as a guideline, only the BSBA and the MBA programs will be presented. The committee reviewed a PPT presentation developed by Krentler and Honea. For each of the two programs, the BSBA and the MBA, programmatic goals & SLOs are presented (one slide), followed by a slide on findings (“What do our students know?”), and a final slide on Loop Closing. Krentler will present for the BSBA and Varaiya will present for the MBA.

   The committee discussed various options for hand-outs or take-aways that would be useful in reinforcing AOL essentials without being overwhelming. It was decided to develop a one page “at-a-glance” handout. The handout will be distributed at the MAC luncheon and other committee and departmental meetings throughout the fall. Faculty will be encouraged to keep the handout, put it up in their office, and review it regularly prior to the AACSB visit in early December.

2. **Curriculum – FIN 296**
   A curriculum proposal for a special topics course, FIN 296 – Financial Literacy was reviewed. The committee believes the course could prove valuable to the university as a whole and joins the Undergraduate Committee in encouraging the Finance Department to propose the course for General Education credit at the time it submits a proposal for a permanent course. Varaiya commented on a book mentioned in the course syllabus, *Thinking, Fast and Slow* by Daniel Kahneman. It appears the book will be discussed in the course rather than be assigned as required reading. The PAC believes this is appropriate. Further, PAC reviewed the course-level student learning outcomes in the proposal. While the focus of the outcomes appears appropriate, the committee recommends some tweaking in order to ensure that the SLOs are measurable. Krentler agreed to make wording suggestions and communicate these to the chair of the Finance Department.

   PAC unanimously approved FIN 296 pending revisions to the wording of the course SLOs.

3. **SB 1440**
Krentler updated PAC on the current status of the CBA’s response to SB 1440 which requires the college to provide a path to graduation in 60 units for community college transfers who have completed the approved Transfer Model Curriculum (TMC) in Business. The Undergraduate Committee has approved in concept the development of a BSBA degree with an emphasis in General Business. Details of the degree will hopefully be finalized by the Undergraduate Committee at its October 1, 2012 meeting. The CBA has been given an October 15th deadline by the university to submit catalog copy and an approved proposal. Since the PAC will not be meeting again until October 12th, the committee reviewed and discussed the existing proposal in anticipation of the Undergraduate Committee’s action. This was done in the spirit of “keeping things moving” and the PAC fully realizes that it cannot act until the UG Committee has voted.

PAC discussed potential goals and student learning outcomes for the BSBA-GB (General Business) degree as well as a potential assessment plan for the emphasis/major. After discussion it was concluded that since the current proposal for the BSBA-GB has no required courses beyond the 16-unit common core it is not possible to propose goals and SLOs for the degree beyond the five common goals that currently exist for the BSBA. It was agreed that these existing common goals and their corresponding SLOs should represent the goals and SLOs of the BSBA-GB. Since an assessment plan for these goals and SLOs in currently in place, further development of an assessment plan for the BSBA-GB will not be necessary.

The committee further discussed an issue that the Undergraduate Committee is wrestling with – whether to open the BSBA-GB to all students or to restrict it to students who have successfully completed the TMC in Business. PAC recognizes that this decision largely belongs to the Undergraduate Committee however the committee wishes to offer its opinion to the UG Committee as it deliberates the issue. Since there are no current forecasts of demand for the proposed program and since the proposed program will at least initially carry no goals and SLOs beyond the BSBA common goals, it is the recommendation of the PAC that at its inception the degree be restricted to SB 1440 students (students who have successfully completed the TMC). This decision could be revisited once the proposed program has been launched and additional information is available. Krentler agreed to carry this recommendation to the Undergraduate Committee.

In the spirit of keeping things moving, the PAC agreed to the possibility of an electronic vote on the proposal prior to its next meeting. This will occur in the case that no significant changes to what the PAC has reviewed occur in the Undergraduate Committee.

Meeting adjourned 3:30 p.m.

Next Meeting: Friday, October 12, 2012, 1:30 p.m.; Dean’s Conference Room