Present: Theo Addo, John Anderson, Kevin Hee, Heather Honea, Kathy Krentler, Lois Olson, Amy Randel, Patricia Van Damme, Nik Varaiya
Absent: Xudong An

1. Meeting Frequency
   The committee discussed the appropriate frequency for its meetings. At one time the former Assessment Committee [now the PAC] met monthly however the PAC is now meeting twice per month. The committee agreed that with the responsibility to review curriculum, monthly meetings may be insufficient if curriculum is to be kept moving in a timely manner. PAC agreed to continue with a basic schedule of twice per month meetings but to cancel meetings when no agenda items are identified.

2. Curriculum Path & Decisions
   PAC reviewed the CBA Policy File in an effort to consider whether the curriculum process within the CBA as stated in the Policy File could be made more efficient. Since the PAC reviews curriculum proposals for Assurance of Learning and the Steering Committee (SC) reviews curriculum proposals for resource implications and college-wide coordination, the committee believes that requiring a proposal to come to the PAC for review, possibly be sent to SC following the PAC review, and then return to the PAC is awkward and slows the process of curriculum movement through the college. After significant discussion the PAC recommends that curriculum proposals move from the Graduate and/or Undergraduate Committees, simultaneously, to the SC (for resource and coordination consideration) and to the PAC (for AOL consideration). Both committees will offer feedback and approval for their respective charges directly to the Associate Dean and Dean. This process should provide for a more efficient process. Krentler agreed to inform the Dean, the Associate Dean, the chair of the SC, and Kelly Doiron (CBA staff in charge of curriculum proposals) of this recommendation.

3. International Business Program Change
   PAC reviewed a proposal from International Business to reduce its major by 11 units. The proposal is in response to a requirement by the chancellor to reduce units in programs currently requiring more than 120 units. The proposal eliminates the specialization in business currently required of IB majors but strongly encourages the students to choose a minor in business. The PAC reviewed the IB program’s goals and student learning outcomes vis-à-vis the elimination of the business specialization and agreed that this change did not directly impact the program goals. It was agreed that IB should be asked to track and compare the essential business knowledge of IB majors who do and do not choose a minor in business. In reviewing the proposal and the IB Assessment Plan the committee noted several items in the assessment plan that need to be updated. Krentler agreed to ask Ramona Perez, IB Director, to make these
updates. PAC voted unanimously to approve the program change with respect to AOL impact. PAC also agreed, unanimously, that the proposal may have resource implications thus it should go to the CBA Steering Committee for consideration.

4. Mapping Project
As agreed upon at the last PAC meeting, the project to map departmental courses to individual majors within the CBA is underway. Krentler is working directly with the PAC representatives from Management, Marketing, Finance, and Management Information Systems. Accounting completed a mapping to the ACCG major last semester.

5. Program Review
   a. BSBA
   As a first attempt to initiate the annual assessment findings and loop closing system agreed to at its last meeting and to address the PAC charge to:
      “Review assessment results reported from Undergraduate Committee, Graduate Committee, and departments and ensure that appropriate loop-closing activities are being undertaken at the relevant levels,” [CBA Policy File]
   the PAC reviewed the 2011-2012 findings of the BSBA degree. Krentler presented the findings and described the loop closing activities that have been instituted. The committee then discussed the information. It was noted that relatively little has been done in terms of loop closing to address critical thinking. The committee then entered into a discussion of the challenges with respect to this particular goal . . . it is unlikely that faculty share a common definition of critical thinking and it is likely that critical thinking exercises vary across disciplines. It was noted that almost all faculty, when asked to map their courses to the BSBA goals in Spring 2012, indicated that they delivered critical thinking in all their courses. PAC discussed whether a more detailed procedure that mapped at the individual dimension level and asked for specific examples might provide better data. The PAC speculated on the ability to develop a common critical thinking rubric (similar to the existing CBA Communication Skills rubrics).
   b. Other Reviews
   The PAC developed a schedule of program reviews for the remainder of Spring 2013:
   - March 8: Management Information Systems & Marketing
   - March 22: MBA Program
   - April 12: Accounting & Finance
   - April 26: EMBA & Management

The meeting began at noon and adjourned at 2:00 p.m.
Next Meeting:
- In lieu of its scheduled February 22nd meeting, all PAC members are encouraged to attend the CTL luncheon on rubrics occurring that day.