Undergraduate Committee; Minutes
May 14, 2001

Present: Pat Dintrone, Larry Gitman, Gary Grudnitski, Dong Jung, Kathy Krentler, Fred Raafat

This meeting was the last meeting of the Undergraduate Committee for Academic Year 2000-2001. It was used to review the committee’s efforts over the past year and to begin advanced planning for its 2001-2002 agenda.

1. This Year – Wrap Up

The committee reviewed the nine re-accreditation initiatives it has been assigned and assessed the status of each. As indicated below, six of the nine initiatives are complete and four are works in progress.

Re-Accreditation Initiatives

i. 1A.1: Objectives – Completed

ii. 1A.2: Majors Consideration – Completed

iii. 1A.3: Core/Prep Assessments – Working on*

iv. 1A.4(a): Closing the Loop – Working on*

v. 1A.4(b): Advanced Assessment – Working on*

vi. 1A.5: Technical Requirements – Completed

vii. 1A.6: Content Requirements – Completed

viii. 1A.7: Integration of Core – Working on*

ix. 1A.9: Documentation – Completed

x. 1A.10: Documentation – Completed

Discussion of the four initiatives that remain “works in progress” ensued:

Core/Prep Assessment (1A.3)

Two pilot programs are underway this semester. In MKT 370 all sections are giving a common set of questions on the final that were generated by other department faculty after consideration of the course’s objectives. In FIN 323 one instructor is giving a set of questions that were generated by the department chair based on the course’s objectives. It was agreed that this program would be repeated in Fall 2001 with expansion to all FIN 323 courses.

Closing the Loop (1A.4(a))

This initiative uses as its basis, the templates of core and prep courses that were completed in 1999. The Undergraduate Committee has carefully and thoroughly reviewed the results of the template exercise and found no compelling evidence that argues for change. Hence Krentler reported a discussion she had with Associate Dean Wilbur. Wilbur, as chair of the re-accreditation team, feels that it is appropriate for the Undergraduate Committee to conclude that no changes, based on template results will be pursued at this point. The template process will be repeated in 2004 (a 5 year interval) and the results will be again be reviewed.

Advanced Assessment (1A.4(b))
Dintrone is working directly with department chairs on assessment of advanced courses. The Undergraduate Committee is not directly responsible for this activity.

Integration of Core (1A.7)
A scheduling survey was completed in the current semester. In the survey students were asked about block scheduling of core and prep courses. If the survey results indicate enthusiasm for block scheduling it will be strongly considered for academic year 2002-03. Once block scheduling is in place it will be possible to move forward with the integration of material across core courses.

Other issues the Undergraduate Committee dealt with this year:

Honors Program
The revised Honors Program is in place for Fall 2001. Brochures have been printed and are being distributed to students declaring Upper-Division for fall.

60-Unit Rule
The 60-Unit Rule curriculum change remains in the Undergraduate Committee pending changes to the major by the Management Department.

Writing Assessment Project
This project moved slowly during the 2000-2001 academic year. Based on the decision regarding Initiative 1A.4(a), as described above, the project will not be continued into the new academic year.

2. Next Year – Looking Ahead
Based on the review of accomplishments during the 2000-2001 academic year and the review of “works in progress”, the Undergraduate Committee began to lay out its agenda for the coming academic year. Two major projects will be passed on to the fall:

Core/Prep Assessment
The committee will begin in fall to consider the results of the core/prep assessment project both in terms of outcomes and process. A decision regarding the nature of the program’s future will be made during Fall 2001.

Scheduling Survey
It is anticipated that the results of the scheduling survey will be available for consideration in Fall 2001. The committee will use the results to make recommendations regarding block scheduling as well as other scheduling changes.

As these issues are addressed in the coming academic year, the committee should be able to finalize its work on the remaining re-accreditation initiatives.

3. Thanks
Gary Grudnitski (chair) and Kathy Krentler (Director of UG Programs) thanked the committee for its hard working during the past academic year.