Undergraduate Committee
Minutes
September 8, 2003

Present: Beth Chung, Pat Dintrone, George Easton, Larry Gitman, Gary Grudnitski, Kathy Krentler

1. Election of Committee Chair
   The Committee elected Gary Grudnitski, Professor of Accounting as its chair for the 2003-2004 academic year.

2. Annual Assessment of Change
   The Committee discussed its annual obligation to consider whether a review of the objectives of the BS in Business Administration degree is warranted. Policy calls for this review to take place at the first Committee meeting of each academic year. It was agreed that one of the criteria that should be considered, “Change in the characteristics of students and other constituents served by the BSBA degree,” is difficult to assess at the beginning of an academic year due to the fact that data on the characteristics of the current year’s students have not yet been assembled. It was agreed that the pattern of consideration should be changed so that the Committee looks at the student characteristic data for a given year at the end of that academic year. The data would be compared to previous years and if change is noted, this would spark a review of objectives at the beginning of the following academic year. Based on agreement that this change should be instituted, the Committee will look at last year’s student characteristics data at its next meeting. In the future, the annual assessment of change will take place at the last meeting of each academic year.

3. Enrollment Management
   The current upper-division declaration total for Fall Semester 2003 stands at 690 (with two weeks left for declarations). This number is currently 50% above the forecasted figure for the semester. The Committee discussed the difficulties associated with providing classes for this number of declarants, as well as several possibilities for managing enrollment better. It was concluded that the most desirable enrollment management alternative is competitive admission to upper division. Because it is unlikely that the University central administration would support this method, it was agreed that an increase in the required GPA to declare upper division is the next best alternative to manage enrollment. After considerable discussion, the Committee concluded that a required GPA of 3.3 was appropriate. This figure provides guaranteed admission standards, yet still allowing flexibility to admit students who do not meet this requirement from a waiting list as space allows. Dintrone and Krentler will take this recommendation under advisement in proposing CBA impaction criteria for the 2005-2006 academic year.
4. On-Going Issues
   a. CBA Honors Program
      Krentler reported that the Committee should expect a program change
      proposal and a revision of the BA 400 (Business Honors Seminar) new
      course proposal from the Honors Program Director, Professor Carol
      Venable, in time for consideration at its next meeting.

   b. CBA Cohort Program
      Krentler distributed a report on the current status of the Undergraduate
      Cohort Program. The program, carried out for the first time in Spring
      Semester 2003, placed 55 students in a cohort group that completed IDS
      302, FIN 323, MGT 350, and MKT 370 as a single group. Results indicate
      that students in the program were satisfied with it. There is equivocal
      evidence regarding the academic performance of the cohort as compared
      to other sections of the same courses. Discussion centered on whether the
      program should go forward, and if so, what its form should be in the
      future. The Committee agreed that the program must focus on curriculum
      integration if it is to continue. The ability to accomplish curriculum
      integration, however, is difficult without a commitment of additional
      resources to the program. Krentler agreed to prepare a proposal which
      defines these additional resources. The proposal will be ready for
      consideration at the October 6, 2003 meeting of the Undergraduate
      Committee.

   c. Core and Prep Assessment
      Core and Prep Assessment issues, as well as the remainder of the agenda,
      were postponed until the next meeting of the Committee due to time
      limitations.

Meeting Adjourned: 2:05 p.m.
Next Meeting: Noon, September 22, 2003, Dean’s Conference Room