Undergraduate Committee Minutes  
February 7, 2005

Present: Najwa Ahad (student representative), Pat Dintrone, Annette Easton, Gary Grudnitski, Kathy Krentler, Bruce Reinig, Mehdi Salehizadeh

I. Upper Division Welcome Reception
Krentler reported on the Upper Division Welcome Reception that took place on Saturday, February 5. Twenty-six percent of the new upper division students responded affirmatively to the invitation to attend. This is an increase from the 16% affirmative response rate in Fall 2004. The student show rate for the reception was 52%. This is an increase from 28% in Fall 2004. Three student organizations sent representatives and eight core faculty attended. A total of 85 people filled Casa Real. The following strategies, which may have accounted for the improved numbers, were implemented for Spring 2005:

- The reception’s date was moved from the end of the first week of classes to the end of the second week of classes.
- Faculty teaching core courses were encouraged to announce the reception in their classes and it appears many did.
- Personal e-mail reminders were sent to students who had indicated they would be attending.

Based on the most recent experience, Krentler indicated that future such events should plan earlier to obtain necessary clearances if an off-campus food vendor is to be used, and a tempering of numbers should be considered when ordering food.

The Committee discussed methods for further increasing both positive responses to the invitation and the event show rate. The following items were considered:

- A time move to a weekday – either late afternoon/early evening or a Wednesday lunch time.
- An opportunity for students to notify the College if their plans change after they have indicated they will attend.

Krentler agreed to follow up via e-mail with students to gather information on what those who attended found to be of value.

II. Spring 2005 Upper Division Admits
As we move into the final week of the Spring 2005 upper division declaration period, Dintrone reported that the College has 386 new upper division students, including 16 students who were admitted from the waiting list. Although the number of students who were admitted this Spring is approximately 10% lower than Spring 2004 declarations, for the academic year 2004/5, admits to upper division total 1171, a 5% increase over academic year 2003/4.
Dintrone, Krentler, and Jim Lackritz are meeting with University officials about ways to ensure that impaction continues to allow the College to meet its enrollment targets.

III. **Lower Division Transfer Program**
Dintrone attempted to explain to the Committee the current status of the Lower Division Transfer Pattern (LDTP). This initiative attempts to identify a package of lower division courses, which when taken at Community Colleges, would be accepted as fulfilling requirements at any CSU campus. Meeting in San Francisco on January 28, representatives from various CSU campuses identified 45 lower division units. No vote, however, to formally accept the package was taken. Still at issue is whether units beyond the minimum should be specified. While there is some sentiment among those participating that more units (as many as 60) should be identified and agreed upon, there appears to be considerable resistance to moving beyond 45 due to the impact such a move would have on existing lower division curriculum at many CSU campuses. Another meeting of the LDTP Committee will take place on March 12 at LAX.

IV. **Assessment**
Dintrone and Krentler updated the Committee on the current status of two assessment initiatives.

a. **BAT**
Three of the four MGT 405 instructors during the current semester are able to fit administration of the Business Assessment Test (BAT) into their course plans. This represents 75% of students currently taking MGT 405.

b. **Ethics**
Krentler reported that she discussed the current status of the Ethical Reasoning initiative with Jim Lackritz. The Dean or Associate Dean will ascertain the potential of obtaining funding from the central administration specifically ear-marked to provide ethics education to business students. If such funding is possible, teaching a required business ethics course in the CBA will be revisited. If such funding is not possible, alternatives (including the outsourcing of a course to the Philosophy Department) will continue to be pursued.

**Meeting Adjourned:** 11:30 a.m.
**Next Meeting:** Monday, February 21, 10:00 a.m.; Dean’s Conference Room