Undergraduate Committee  
February 21, 2005  
Minutes

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

I. Special Topics Course Proposal – HTM 496
The Committee evaluated a proposal from HTM to teach a one-unit special topics course during the current semester. The course, “Restaurant Business Strategies” had been previously approved by PSFA. Based on the course content, the Committee voted unanimously to approve the course. It was agreed, however, that the Undergraduate Committee chair would communicate to HTM the Committee’s discontent with the lateness of the course proposal.

II. Assessment
Pat Dintrone informed the Committee of efforts to sponsor workshops for faculty currently teaching capstone courses in the CBA. The workshops, organized and directed by the Director of Assessment, will aid the faculty in implementing assessment of their student’s oral communication skills through use of a common rubric.

III. Impaction Criteria
Kathy Krentler informed the Committee that an e-mail memo has been sent to all Colleges and Departments of the University from Sandra Cook, Executive Director – Enrollment Services informing them that beginning with Fall semester 2005, the only GPA that may be used as a criterion for admission to impacted programs is cumulative GPA. This specifically excludes the use of both cumulative and SDSU GPA as has been used to date in the CBA. The Committee discussed the likely impact of this change. Based on forecasts for fall semester, it is estimated that approximately 186 – 285 more students will be eligible to declare upper-division in the CBA than would have previously been the case. Jim Lackritz has sent a memo to Ethan Singer, Associate Vice President for Academic Affairs, informing him of the College’s assessment of impact and requesting permission to either raise the upper-division admission GPA to 3.1 or requesting additional resources to add sections of core courses for Fall semester 2005. If the GPA is not raised, it is anticipated that demand in core courses will increase by approximately 120 – 150 seats for fall.

The meeting adjourned at 11:00 a.m.

Next Meeting: Monday, March 7, 10:00 a.m.; Dean’s Conference Room