Undergraduate Committee
August 28, 2006
Minutes

Present: Michelle Dean, Annette Easton, Gary Grudnitski, Kathy Krentler, Andrew Ly (ABSC representative), Bill Sterk, Sandi Williams

1. Committee Members

Krentler reported that the two newly elected Committee members, Bruce Reinig and Cristel Russell have both stepped down. Bruce has assumed the chair position in IDS and Cristel will be leaving SDSU at the end of fall semester. Annette Easton, who was the first runner up in the Committee election that took place last spring agreed to serve as a replacement for Bruce. Michelle Dean has also agreed to be appointed to the Committee. The Committee agreed unanimously to these two appointments.

2. Election of Chair

Sandi Williams nominated and Kathy Krentler seconded Gary Grudnitski to serve as chair of the Undergraduate Committee for the 2006/2007 academic year. Gary was unanimously elected.

3. Annual Assessment of Change

As indicated in the CBA Self-Evaluation report, the Committee should consider four factors at its first meeting of each academic year. Changes in any of these factors would spark a review of the stated objectives for the B.S. degree in Business Administration. The four factors are:

a. The University’s mission or objectives for baccalaureate programs
b. The College’s mission or objectives
c. The existing majors in the College
d. The characteristics of students and other constituents served by the B.S. in Business Administration degree.

It was agreed that there had been no changes to the first three factors. With regard to the fourth factor, it was agreed that there have been some changes to the distribution of majors across the College – notably, Management and Accounting have grown this year compared to 2005, while Information Systems has continued to decline. The Committee agreed that this changing pattern should continue to be watched but was not of sufficient magnitude currently to spark a review of objectives. Williams agreed to investigate how student demographics may have changed in the past year and bring it to the Committee’s attention should any significant changes be noted.
4. **ACC 596**
   The Committee reviewed a proposal for a special topics course (ACC 596) to be offered in spring 2007. The proposed course’s title is Accounting Information Systems (AIS) Development. The Committee noted that the proposal needed to be clarified to indicate that Accounting and Finance undergraduate majors would likely take the course. It was suggested that the chair of IDS be asked to review the proposal, in particular the texts being used, since there is the potential for some overlap between the proposed course’s content and content in one or more advanced Information Systems courses. The Committee also suggested that Accounting work with students in existing courses and student organizations to publicize the course prior to spring semester. Based on an understanding that these issues would be addressed and barring any objection from the chair of the IDS department, the Committee voted unanimously to support the course.

5. **Registration and Declaration Numbers**
   As of Friday, August 25, 825 students have declared upper division business for the fall semester. This is on track to produce a record breaking number of new declarants with three weeks still remaining in the declaration period. A previous high of 854 students declared in fall 2005. While some seats remain in upper-division core courses, advanced courses are generally full to capacity.

6. **Upper Division Welcome Reception**
   Krentler announced that the Upper Division Welcome Reception/Lunch will be held this semester on Wednesday, September 6 at noon in Montezuma Hall. Faculty teaching core courses have been invited to the lunch and have been asked to announce the event in their classes. The Committee members were encouraged to also attend.

*Meeting adjourned at 11:05 a.m.*

*Next Meeting:* Monday, September 11, 10:00 a.m.; Dean’s Conference Room
7.