Undergraduate Committee
September 11, 2006
Minutes

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

1. Upper Division Welcome Report
   Krentler reported on the Fall 2006 upper division welcome lunch, which took place on Wednesday, September 6. One fifth (19.9%) of the 809 new upper division students indicated they would attend, however, the actual show rate of these students was only 53.4%. With walk ups, a total of 114 students attended the event. There was considerable support from faculty and student organizations. Reminder e-mails (the day before the event) were not sent this semester and that may have accounted for the lower than expected show rate.

2. FIN 240 and Business Law
   Hospitality and Tourism Management (HTM) has informally indicated an interest in developing a business law course that is specific to their major. Initial discussions with the Finance department (which teaches FIN 240, Legal Environment of Business) indicate that this course would not be considered as a fully substitutable equivalent for FIN 240. A curriculum proposal has not been received from the HTM at this time.

   A general discussion of the relationship between the CBA and the HTM ensued. Grudnitski was encouraged by the committee to ask the Steering Committee to discuss this and provide direction to the UG Committee prior to the time that curriculum changes from HTM are received.

3. Assessment
   a. BAT Results
      Krentler provided the committee with a summary of the results of the Business Assessment Test (BAT), which was administered in all MGT 405 sections during Spring semester 2006. The summary report (see Powerpoint attachment) also provides comparative data from administrations of the exam in 2004 and 2005. The most notable change over the two year period was a significant drop in performance on the statistics sub-test portion of the exam.

      The committee was charged by Krentler with giving consideration to what, if any, curricular changes should be considered now that we have a substantial body of BAT results over time. Discussion of this will take place at the next Undergraduate Committee meeting.
b. **Writing Results**
   A report on the status of upper division student writing was distributed. The report was produced in response to efforts last year to assess writing, one of the general undergraduate goals for the CBA. A committee comprised of Gretchen Vik, Carol Venable, and Martha Kennedy performed the assessment. The report offers suggestions for changes that might be considered in response to the assessment results. The committee was charged with giving consideration to the suggestions offered, as well as personal consideration to what, if any, changes might be implemented to improve student writing. Discussion of this will take place at the next UG Committee meeting.

c. **Critical Thinking**
   During the 2006-2007 academic year, the Undergraduate Committee will spearhead an assessment effort of the following general undergraduate goal:

   **Goal 2: Analytical and Critical Thinking Skills - Demonstrate effective analytical and critical thinking skills to make an appropriate decision in a complex situation.**
   Learning Outcomes:
   - Collect and organize critical data and information to solve a problem.
   - Find appropriate models and frameworks to analyze information and follow logical steps to reach an effective decision.

   The committee discussed ideas for completing assessment of this goal. Possibilities include using a rubric to assess samples of student writing that purport to demonstrate analytical and critical thinking and administration of an objective exam that tests for analytical and critical thinking skills. More investigation into these possibilities will take place with the goal of finalizing an approach during Fall term 2006 for administration during Spring term 2007.

4. **ABSC**
   Ly reported on plans for a student – faculty mixer this semester. The best time for such an event was considered. Previous attempts at a happy hour and a breakfast have met with limited success. It was suggested that a lunch might be considered since faculty support for the upper division welcome lunch was good this semester.

Meeting adjourned at 11:35 a.m.

**Next Meeting:** September 25; 10:00 a.m.; Dean’s Conference room