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

1. Assessment
Krentler reported that she had spoken to the Associate Dean at Cal Poly San Luis Obispo regarding student performance on the statistics portion of the BAT exam administered last spring. SLO students demonstrated a drop similar to that of SDSU students on this portion of the exam. Unfortunately the discussion did not provide any insight into the causes for the drop. The Undergraduate Committee has not identified specific recommendations as a result of the BAT results.

The committee discussed ideas for recommendations to improve student writing based on the assessment of written communications skills that was undertaken last spring. One of the things noted in the assessment was that students’ writing skills were stronger when they were given very clear and detailed instructions for the assignment. Providing a grading rubric when the assignment is made contributes greatly to this detail. The Undergraduate Committee agreed that recommendations should be made to the CBA faculty regarding increasing the level of detail provided with writing assignments.

Critical thinking skills will be assessed during the 2006-2007 academic year. The committee continued a discussion begun at its last meeting regarding the best approach to this assessment. It was generally agreed that assessing a written assignment that requires demonstration of critical thinking would be a better approach to this assessment than the administration of a standardized, objective test. Multiple rubrics to assess critical thinking exist. Tentatively, the committee agreed that a written case analysis assigned in MGT 405 would provide a good sample for the assessment. Brief discussion of how to identify appropriate assessors for the task ensued. Krentler agreed to investigate this.

2. HTM
Grudnitski informed the committee that in conversations with Jeff Campbell of the HTM Department he has been told that HTM is preparing 25 proposals for new courses. At Grudnitski’s request, HTM has provided an overview of how their program is planning to change. The following are the areas of change that HTM is focused on:
• Build a more extensive leadership curriculum on the existing HTM 301 “Kaleidoscope” platform.
• Add a new Tribal Gaming emphasis.
• Strengthen the content and the effectiveness of:
  - The HTM “Core” Curriculum
  - The Hotel, Restaurant and Events Management Emphasis programs.

The Undergraduate Committee discussed how best to handle a curriculum change package of this size when it arrives. A brief poll of CBA members of the HTM Program Committee determined that these members have not been involved in the curriculum process at the departmental level. Grudnitski has also informed the HTM Department that the Undergraduate Committee will require some time to review the materials.

Meeting adjourned at 11:25 a.m.

Next Meeting: Monday, October 9, 2006, 10:00 a.m.; Dean’s Conference Room