Undergraduate Committee  
March 11, 2009, 10 AM  
Minutes

Present: Michelle Dean, Annette Easton, Gary Grudnitski, Kathy Krentler, Josh Lyon (ABSC Representative), Bill Sterk, Sandi Williams

1. Entrance to Upper Division
   
The Committee continued its discussion of proposed changes and/or additions to the new upper division declarant experience. Williams informed the Committee that the concept of a virtual orientation had been discussed by the Associated Business Students Council (ABSC). The ABSC responded very favorably to the idea and indicated a willingness to take on the development and production of the orientation. Associated Students may be able to provide some funding. Krentler informed the Committee that the Dean had expressed a willingness to divert monies from the Upper-Division Welcome Lunch to the project if all involved agreed on this switch. That noted, the Dean did express a desire to continue with the Welcome Lunch. The issue was discussed by the CBA Executive Committee. The Executive Committee felt that a DVD was not the best distribution method for the orientation.

   A meeting that included the Dean, Assistant Dean, Director of Undergraduate Programs, and President of the ABSC resulted in a conclusion that posting the materials as streaming video on the Business Advising Center website was the best approach. Discussion at the meeting revolved around ideas for content of the orientation segments, means of driving students to the orientation site and the goals of the project. With respect to goals, Williams explained that providing new declarants with critical information about upper division and their major is clearly important but that the project also is intended to further the mentoring role of the ABSC. It is anticipated that some segments of the orientation will be complete and on the BAC website in time for the beginning of Fall semester 2009. Further, the Upper Division Welcome Lunch will continue for calendar year 2009 before a final decision regarding its future is made.

   The Undergraduate Committee also discussed the relationship between the virtual orientation and face-to-face major orientations that currently take place for new Accounting and Information Systems majors. It was generally agreed that the face-to-face orientations will continue to have value even after the virtual orientation is completed and made available. Marketing, Management and Finance should be encouraged to develop in-class, face-to-face orientations as well.
2. **Pre-Major Change Outs**

Williams told the Committee that at a University enrollment meeting Vice-President Singer raised the question of whether pre-business students are informed through catalog copy of the potential to be dropped from pre-business if the CBA determines that the likelihood of their achieving the necessary GPA to declare upper division is low. Current catalog wording, which identifies possible consequences of failing to make progress toward a degree, seems to cover this issue. The Committee agreed, however, that clearly stating in the catalog how this applies to pre-business students would be a good idea. Williams agreed to develop some catalog copy to this effect.

Meeting adjourned at 11:00.

**Next Meeting:** March 25, 10:00 AM; Dean’s Conference Room