Present: Michelle Dean, Annette Easton, Paul Graf, Kathy Krentler, Robert Plice, Sandi Williams

1. Introductions and Welcomes
The committee welcomed two new members, Paul Graf (Finance) and Robert Plice (IDS).

2. Election of a Chair
Krentler nominated Annette Easton to serve as chair, Dean seconded. The vote was unanimous. Annette Easton will chair the Undergraduate Committee for the 2009-2010 academic year.

3. Member Additions
The committee discussed whether to invite additional members per the CBA Policy file:

4.1.1 The elected members may select, by consensus, up to three additional tenured faculty members to serve one-year terms with full voting privileges.

It was agreed that having departmental representation is desirable hence the committee voted to invite someone from the Accounting Department to serve a one year term. Krentler will follow up on this.

Michelle Dean agreed to ask the Management Department to supply someone to finish her term starting in mid-November and continuing through Spring 2010 when she will be on sabbatical.

4. Annual Program Check
At its first meeting of each academic year the committee is charged with considering four factors. 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.
• Information Systems has more than doubled its market share compared to Fall 2008. An earlier conversation between Krentler and Bruce Reinig, IDS Chair, suggested that this increase is the result of efforts by the department to recruit majors, is welcomed, and should not pose any undue burden on IDS.

• Accounting’s market share has increased 3 percentage points. Williams and Krentler pointed out that this has put some strain on the SOA to adequately serve its newest majors in ACC 321.

The committee did not feel that any of the changes noted were of sufficient magnitude to warrant a review of the stated objectives for the B.S. degree in Business Administration.

5. Fall 2009 Numbers
There have been 1,003 upper-division declarants as of 9-11-09 (one week prior to the close of the declaration period). This is the highest number of declarants ever in a single semester and exceeds Fall 2008 declarants by more than 150. Williams explained that a partial explanation lies in the fact that 80% of new transfer students were qualified to declare upper-division this semester. The historical percentage has been 50%. The high number of declarants appeared to be adequately accommodated this semester in core courses however concern exists for Spring 2010 when the number of new declarants is likely to down but pressure for advanced courses in the various majors will be up.

6. Fall 2009 Upper Division Welcome
Krentler reported on the 2009 Upper-Division Welcome Lunch which was held Monday, September 14. This was the first since the decision to hold the event annually rather than semesterly. All 2009 declarants (Spring, Summer, Fall) were invited (a total of 1,405 invitees). A total of 300 students responded positively (21.3%). This is directly in line with past response rates. The show rate for the event, however, was 72.7% versus the past average of 60%. The event was well received by all who attended and, budget allowing, will be continued on an annual basis at the beginning of fall semester.

7. Curriculum Proposals
• IDS 302 – Introduction to Operations Management
  o Course Title Change and Description Change
    Plice explained that the new title, Introduction to Operations and Supply Chain Management as well as the new description better reflects the state of the discipline today as well as what is actually being taught in the course.
    o The committee voted unanimously to approve the proposed changes.

• MGT 450 – Venture Management
  o Course Number and Title Change
The Management Department is attempting to position the course as appropriate for students earlier in their programs by changing it to a "300" level course. The proposed changes will be: MGT 358 – Fundamentals of Entrepreneurship.

- The committee voted unanimously to approve the proposed changes.

8. Objectives
The Undergraduate Committee has been asked by the associate dean to identify three objectives for the undergraduate program that it [the committee] will work to achieve over the next 12 months. This request is driven by the CBA Strategic Plan. The committee reviewed the three objectives it last identified (in March 2007) and the current status of those objectives. Two of the objectives, the development of a hybrid version of BA 300 and improved processes in the BAC for tracking and providing service to students have been accomplished. The third objective, participation in the Business Week ranking of undergraduate business programs was put on hold by the CBA Executive Committee.

The committee discussed possible directions for the three new objectives it has been asked to establish. It was agreed that Krentler would summarize these directions and then the committee would vote to identify the top three. Once three general directions have been identified the committee will work to formalize specific objectives.

9. Disqualified Student Policy
Sandi Williams explained to the committee the way re-entering disqualified students are handled in the college. A student who has been disqualified from the university must sit out one year and may then apply for readmission. Readmission to the university, however, does not necessarily mean readmission to the student’s former major. Such students typically do not have a 2.9 GPA when they are readmitted to the university. Currently Sandi counsels individually with these students and decisions are made on a case-by-case basis. After discussion the committee agreed that students in this situation should not be allowed back into upper-division business unless or until they have re-earned a cumulative GPA of 2.9. A unanimous vote of the committee supported this.

10. Honors Program
11. Assessment Update
These two agenda items were tabled to the next meeting due to time.

Meeting Adjourned: 3:00 p.m.
Next Meeting: Thursday, September 24, 2009, 1:00 p.m.; Dean’s Conference Room