Present: Annette Easton, Paul Graf, Kevin Hee, Kathy Krentler, Martina Musteen, Robert Plice, Sandi Williams, Alex Wolfe (ABSC representative)

1. Student Representative
   Alex Wolfe, President of the Finance & Investment Society, will serve as the student representative to the Undergraduate Committee for Spring Semester 2010.

2. Curriculum Proposals
   a. MGT 356 – Course Number and Title Change
      It was proposed by the Management Department that MGT 356 (Social & Ethical Issues in Business) be changed to MGT 444 (Business Ethics & Corporate Governance). This change reflects the content and level at which the course is being taught following the addition of BA 300 (Ethical Decision-Making in Business) as a required part of the curriculum. The committee discussed the proposed change and voted unanimously to approve it.

   b. MGT 458 – Rubric Change
      It was proposed by the Management Department that MGT 458 (Management Decision Games) be changed to BA 458. This change is intended to better position the course as a college-wide course rather than a management course. Further, in recent years the course has been taught by a non-management faculty member. Giving the course a BA designation suggests that a faculty member from any CBA department might teach the course. The committee discussed whether a general policy regarding changes from departmental designations to a Business Administration (BA) designation is needed (see more in Item 2.C below). The change to BA 458 was unanimously approved.

   c. IDS 290 – Rubric Change
      It was proposed by the IDS Department that IDS 290 (Business Communication) be changed to BA 290. This change positions the course as a college-wide course and is consistent with the undergraduate program goal and student learning outcomes that the course primarily supports. The committee discussed the rationale behind a move to BA and whether a policy should be developed. There is no formal policy on this issue at the present time however Krentler noted that it may make sense to consider identifying college-wide required courses that tie directly to Undergraduate Program goals and group those courses under the BA designation. An existing example of this is BA 300 (Ethical Decision-Making in
the Ethical Reasoning program goal is delivered. The move to BA 290 from IDS 290 would follow this pattern by designating Business Communications as a BA offering. This course maps in the undergraduate program as a prime place where content tied to the Communications program goal is delivered. After discussion, the committee voted unanimously to approve the change.

3. Online Courses
Krentler updated the committee on the status of two CBA courses that were approved for fully online version development by the university. Lecturers Martha Kennedy and Robert Judge were approved, to develop the two courses, IDS 290 and IDS 460 respectively during Spring 2010 for teaching in Summer 2010. The IDS Department reviewed this and tabled a decision on IDS 290 while approving the development of IDS 460 as a fully online course. Ultimately it was decided to put such development on hold as the course size envisioned by central administration for fully online courses is not consistent with the anticipated summer demand for IDS 460.

4. Annual Objectives Status
   a. I – Alumni Database
      Bruce Reinig will attend the 2-15-10 meeting of the UG Committee to discuss the IDS Department’s process in developing an alumni database.
   b. II – BW Profile
      Sandi Williams has spearheaded the collection of data required to submit a Business Week profile. Item 5, below, expands on this objective.
   c. III – Study Abroad
      Krentler clarified for the UG Committee the role of the CBA International Programs Committee (IPC) in any efforts directed at further building programs, courses, or co-curricular activities that are international in nature. Such items should go to the IPC for discussion and feedback prior to consideration by the UG Committee. Following this process will ultimately speed the rate at which international proposals move through the college.

5. Review of Business Week profile
   The committee reviewed a draft of the Business Week profile of the undergraduate program as it currently stands. Sandi Williams, Assistant Dean, has spearheaded the data collection effort over the past two months with the aid of Career Services, Development, Analytic Studies, Enrollment Services, and various other CBA and campus offices. The UG Committee made some recommendations for minor changes and then
voted unanimously to recommend to Dean Naughton that the profile be submitted to *Business Week*. The deadline for submission is Friday, February 5. If the profile is submitted it will be the first for the undergraduate program although a profile of the graduate program has been previously posted on *Business Week*.

6. **Update on GEP Status**
Krentler informed the committee that in December 2009 the Steering Committee tabled the Global Experience Program (GEP), a certificate program that was approved by the Undergraduate Committee earlier in Fall Semester 2009, because the IPC had not provided feedback on the program. The IPC met in January 2010 and discussed GEP. IPC will be providing feedback to the CBA Study Abroad Office. The UG Committee will once again consider the GEP program after Study Abroad has made any program changes deemed appropriate based on the feedback provided by the IPC.

*Item 7 was postponed to the next meeting due to time.*

7. **Assessment**
   a. Critical Thinking (Fall 2009)
   b. EBK Loop Closing
   c. Data Collection – Ethics, Global Perspective, EBK (Spring 2010)

Meeting Adjourned at 11:00 a.m.

**Next Meeting:** Monday, February 15, 2010; 9:00 a.m.; Dean’s Conference Room