Undergraduate Committee
May 16, 2012
Minutes

Present: Michelle Dean, Annette Easton, Kevin Hee, Jaemin Kim, Kathy Krentler, Sandi Williams, Brittany Yary (ABSC representative)

Absent: Paula Peter

1. Announcement

   Easton thanked the committee for their dedication and efforts this year. In particular, the committee extended their appreciation to Brittany Yary, the ABSC representative, for her commitment and contributions throughout the year.

   Easton updated the committee on the invitation they extended to the Dean and Associate Dean to attend this meeting to hear about the committee’s work on the BSBA revisions. The Dean was out of town and unable to attend. The Dean and Associate Dean felt it would be important for both of them to be at the presentation together hence the Associate Dean did not attend.

2. BSBA Revisions

   Work continued on a revised BSBA program. The committee developed a proposed vision statement for the program. Several remaining issues for the initial draft were discussed and addressed. Agreement was reached on a finalized draft with the recognition that the draft has been developed in the absence of resource considerations and other potentially impractical constraints that will require consideration. The committee discussed the next steps. It was agreed that the Dean and Associate dean would be sent the PPT presentation that describes the revised program once it is finalized. It was agreed that, similar to the path the MBA program revision has taken, the presentation should be made to the Chairs & Directors at a meeting early in the fall. Using feedback obtained from this group, the UG Committee will make any adjustments they see fit and then take the presentation to the faculty through a series of departmental meetings hopefully occurring throughout Fall semester 2012. The committee believes it is critical to get some buy-in from the college as a whole before forwarding a formal proposal through the governance process to the PAC and the Steering Committee.

3. Curriculum
   a. Entrepreneurship Minor

      The committee discussed the revised Entrepreneurship minor proposal package which it received Monday afternoon, May 14. Three issues that arose at the committee’s May 2 meeting received additional consideration:
(a) Resource Questions
The committee was satisfied that their questions with respect to resources had been addressed in the revised proposal package.

(b) Hidden Prerequisites
The committee discussed the revised approach to dealing with hidden prerequisites which involves separate lists of elective options for business and non-business students and agrees that this approach does address its earlier concerns. Review of the specific courses in the two lists identified some problems with courses listed and resulted in some suggestions for additional courses that could be added to the non-business list. It was agreed that these modifications should be suggested to the Management Department as “friendly amendments” to the proposal.

(c) Inclusion of FIN 328 (Entrepreneurial Finance)
The short length of time between receiving the revised proposal package and our meeting did not allow for committee members to discuss this issue with their departments. It was felt by some committee members that such discussion needs to occur prior to a vote being taken on the proposal. The committee reviewed relevant information provided in the revised proposal and discussed a variety of issues.

The proposal was tabled pending:
(i) A response from the Management Department regarding the Hidden Prerequisites suggestions.
(ii) Input from departments that wished to take the issue of the inclusion of FIN 328 to their departments for discussion.

In order to clear the proposal from the committee’s agenda, the committee agreed that it would conduct an email vote on the proposal once the two items above have been addressed.

b. HR Certificate Courses
The committee reviewed proposals received from the College of Extended Studies to make changes to the course titles of two courses offered as part of the Human Resources Certificate Program. In reviewing the proposals inconsistencies were noted in the reported total hours of the two courses and their syllabi. Additionally an inconsistency was noted in one course with respect to a prerequisite statement on the syllabus.
The committee voted unanimously to approve the title changes pending corrections to eliminate the noted inconsistencies. Chair Easton will communicate with CES regarding what changes need to occur.

c. **Real Estate Program**
The committee considered a program change for the Real Estate major that would add six additional units of required courses. The two new proposed, required courses are FIN 433 and ACC 326.

The committee voted unanimously to approve the change pending communication from the School of Accountancy indicating that it could accommodate the increased demand for ACC 326.

d. **Sales Specialization**
The proposal for a specialization in Personal Selling and Sales Management remains tabled pending receipt of information requested following the May 2, 2012 meeting.

The meeting adjourned at 11:00 p.m.
This was the last regularly scheduled meeting of the 2011-2012 academic year.