Present: Michelle Dean, Kevin Hee, Jaemin Kim, Kathy Krentler, Paula Peter, Robert Plice, Christine Probett, Nick Lingenfelter (ABSC Representative)

Guest: Gangaram Singh

1. Introductions and Welcomes
   Paula Peter, committee chair, welcomed everyone to a new semester. A special welcome was extended to the committee’s new student representative, Nick Lingenfelter. Introductions were made.

2. BSBA Revision
   The associate dean visited briefly to present some new ideas for the proposed revision to the BSBA program. His recommendations include a two-unit course at the beginning of upper-division that would introduce students to the BSBA goals, and provide some activity related to ethics, global perspective, leadership, teamwork, and other BSBA goals. The course would also introduce the passport and portfolio requirements. The recommendation also included the addition of a one-unit course at the end of a student’s program where the passport and portfolio would be required elements and assessment data collection would take place.

   After the associate dean’s departure the committee continued discussion of the revised BSBA program. The committee supports the idea of presenting the proposed changes, when ready, to the entire CBA for input and feedback while recognizing that this process may slow approval and ultimately implementation of the new program. The committee also recognizes that making the passport and portfolio, previously envisioned as stand-alone co-curricular activities, course requirements will tie their implementation to the development, approval, and implementation of a new course.

   Discussion will continue. The committee currently believes that approval of the CBA by Spring 2014 with catalog placement in the 2015-2016 catalog is most likely.

3. International Business Program Change
   The committee considered a program change proposal from the International Business Department. The proposal is in response to a CSU-mandated requirement to reduce all programs to 120 units. International Business intends to request an exception that will allow it to offer programs requiring more than 120 units however the department is working to reduce units as much as they believe possible. The current proposal reduces the IB major by eleven units. The CBA is affected by this reduction in that the proposal eliminates the specializations in business currently required by the major. This change
cuts 6-8 units from the program. IB majors will be strongly advised to choose a minor in business.

After discussion, the committee voted unanimously to approve the program change pending small changes that are primarily editorial. Krentler agreed to communicate the need for these changes to Ramona Perez, Chair of the International Business Department.

4. Oral Communication Assessment
Krentler reminded the committee that it had decided in Fall 2012 to postpone the collection of data to assess our students’ oral communication skills to Spring 2013. The committee will need to develop a plan, receive training, and collect data during the current semester. Details of the process will be discussed at the next Undergraduate Committee meeting due to lack of time at the current meeting.

5. Other Business
Robert Plice requested that a discussion of BA 290, Business Communication, be added to the agenda for the next meeting.

The meeting adjourned at 11:30 a.m.

Next Meeting: Monday, February 18, 2013; Dean’s Conference Room