Undergraduate Committee  
December 16, 2013  
Minutes

Present: Michelle Dean, Annette Easton, Gary Grudnitski, Kevin Hee, Jaemin Kim, Karl Maes (ABSC representative), Paula Peter, Christine Probett

Approval of Minutes from 12/2/13
The committee reviewed and approved the minutes from the 12/2/13 meeting.

Strategic Planning Subgroup on Undergraduate Success
Interim Associate Dean Ely has asked that the Undergraduate Committee have a representative on the Strategic Planning Subgroup. Christine Probett will represent the Undergraduate Committee.

Undergraduate Committee meeting time for Spring 2014
The meeting time for the Undergraduate Committee for Spring 2014 was confirmed to be every other Monday from 9 – 11 a.m. The first meeting of the semester will be Monday 1/27/14.

Assessment Update
The oral communication goal was assessed this semester in Management 405 classes. Grudnitski is tabulating the results and will draft a preliminary report to present to the committee during the Spring semester.

Curriculum Deadline for Fall 2015 Catalog
April 7th is the university deadline for curriculum proposals to leave the college in order for them to be included in the Fall 2015 catalog. To meet this deadline, departments that would like to submit UG curriculum changes need to have proposals to Kelly no later than Monday February 17, 2014. Grudnitski will notify chairs of this deadline.

SB 1440 Issues
The committee continued discussions on the impact of SB 1440/Transfer Curriculum Model. The most pressing issue has been the need to modify prerequisites to insure that students who do not make the “right” choices in the TMC make up their deficiencies prior to enrolling the courses in which the previous course’s content is needed. Probett has developed editorial revisions for the catalog to address this issue. Community college students may waive calculus in the TMC. The committee will think about having Finite Math or Calculus as a pre-or co-requisite to BA 310. Probett will work on this language over winter break and the committee will finalize the new prerequisite changes in January.

Discussion of Proposal for Revised BSBA program
The committee continued discussions on the revised BSBA.

Grudnitski prepared the required course proposals and program change forms for the BSBA proposal package to make necessary changes to the majors, minors, certificates, and
specializations in the College. He is also working on the required forms to change the rubric of the upper division core courses to a Business Administration (BA) designation. Probett and Grudnitski will work to finalize them so the UG Committee can take action at its next meeting.

The proposal from the committee includes adding a 1-unit course to the BSBA which will focus on introducing students to the BSBA, the Passport program, and an introduction to business with a focus on global perspective. The committee edited the most recent draft of this course proposal and it will be finalized prior to the next meeting.

Grudnitski noted that the catalog language will be problematic when BA 310 is placed as a pre- and/or co-requisite to the upper division core courses. For example, a number of majors outside the College take FIN 323. Those majors would not be expected to take BA 310. The prereq wording needs to address these situations where non-COBA students would not be required to take BA 310. Additionally, MGT 405 is taken by IB majors who would not have taken BA 310. It was discussed that MGT 405, while a core class, has the other core classes as prerequisites. The committee worked on catalog language to address these issues.

The proposal from the committee also changes all core courses to the Business Administration (BA) rubric (i.e., MIS 302 to BA 302, FIN 323 to BA 323, MGT 350 to BA 350, MKGT 370 to BA 370, and MGT 405 to BA 405).

These changes will require each department to approve a set of proposals to make the needed changes to their courses, as well as their programs for the major and minor. Grudnitski will create the required forms for each department.

The committee finalized the passport stops for the proposed passport program: Communication; Career Development; Global Perspective; Leadership and Teamwork; Ethics, Service Learning, and Community Engagement.

The committee debated how to roll out the new BSBA proposal to the College. The committee will send the approved proposal out to the departments and Grudnitski will make himself available to attend the first department meetings if a department would like him to be available for questions.

The draft of the final proposal will be discussed and voted on at the next UG committee meeting on 1/27/14. This will allow the proposal to move through the rest of the approval process during the Spring semester.

**Next Meeting:** January 27, 2014, 9:00 a.m. in the Dean’s Conference Room