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

General Updates
Probett reported that she will be retiring at the end of the academic year.

To date there have been 360 declarants into Upper Division for the college, compared to 350 at this point last year. Seven students were accepted from the wait list. Currently we are 200 students over our FTE target, but that number will likely change during the add/drop period.

Revised BSBA program
Grudnitski led the committee through the set of forms created for the needed changes to the BSBA proposal. Editorial changes were made as necessary on several forms.

One of the components of the revised BSBA is the creation of BA 310. The committee discussed the fact that BA 310 will be a substantive prerequisite for MGT 405 and IB majors take MGT 405. By making BA 310 a prerequisite to MGT 405, the IB major would need to add BA 310 to the IB major (increasing the major by 1 unit) or drop MGT 405. Grudnitski has been trying to communicate with Ramona Perez, Director of the International Business Program, but has been unsuccessful in being able to get in contact with her to discuss this issue. He will continue to pursue this with IB to see how they will handle the BA 310 prerequisite requirement for MGT 405.

The committee unanimously approved the following proposals related to the changes in the BSBA. A summary of the changes is provided below.

- Change in program – General Business Major
  - Added graduation requirement to complete the Business Passport.
  - Revised list of courses required for the major to change all upper division core courses to use the BA rubric
  - Added requirement to take BA 310.
- Change in program – General Business Minor
  - Revised list of course required for the minor to change all upper division core courses to use the BA rubric
- Change in program – Certificate in Business Administration
  - Revised list of course required for the minor to change all upper division core courses to use the BA rubric
- New Course Proposal – BA 310 Foundations of Business in a Global Environment
  - Created a one-unit course that introduces the BSBA and passport program and provides an introduction to global awareness.
- Course Change Proposal – BA 404 Small Business Consulting
  - Revised list of prerequisites to use the BA rubric.
- Added BA 310 to the list of prerequisites.
- **Course Change Proposal – BA 458 Management Decision Games**
  - Revised list of prerequisites to use the BA rubric.
  - Added BA 310 to the list of prerequisites.

Grudnitski will send a BSBA revision packet to each department chair with the paperwork needed for each department to make changes in their majors/minors related to the BSBA revision. These changes include changing the rubric of core classes to the “BA” designation and adding the Business Passport and BA 310 as a graduation requirement to each of the majors. Grudnitski will also send a BSBA revision presentation to each UG representative to share with each department.

Departments will need to send the approved forms (supplied by Grudnitski to department chairs) to Kelly by February 17th. The UG committee will then finalize the packet by the February 24th UG committee meeting.

The committee thanked Grudnitski for his work in creating all of the curriculum forms necessary for the modifications to the BSBA.

**Prerequisites to deal with SB 1440 Prep Course Deficiencies**
Probett updated the committee on her work related to making editorial changes to course prerequisites resulting from the SB 1440/TMC implementation. She asked the committee to look over the list of courses that are either core or classes with no prerequisites to determine where prep course prerequisites would be needed. These changes will ensure that all prep courses are taken prior to starting Upper Division coursework.

**Next Meeting:** February 10, 2014, 9:00 a.m. in the Dean’s Conference Room