Undergraduate Committee  
March 11, 2014  
Minutes

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

Absent:  David DeBoskey

Approval of Minutes from 2/24/14
The committee reviewed and approved the minutes from the 2/24/14 Undergraduate Committee meeting.

Accountancy Representative Change
Easton informed the committee that David DeBoskey will be joining the committee for the rest of the semester to serve out the remainder of Kevin Hee’s term. Unfortunately Kevin had a time conflict arise which prevents him from attending the rest of our meetings. We will miss his valuable contributions, but are happy that Dave is excited about joining our committee.

Accountancy proposals
The committee reviewed the revised ACCTG 432 and ACCTG 508 proposals which changed the prerequisites of these courses. The committee suggested some minor editing to the proposals and unanimously voted to approve the proposals.

Process for Consolidating Recent Course/Program Proposals
Grudnitski noted that due to the changes in the BSBA, other proposals that have been reviewed/approved by the committee at various times this year did not represent all of the approved changes. Our committee needs to review and “roll up” all approved changes to courses in the BSBA for inclusion in the 2015-2016 catalog. This will allow one set of forms to travel together at once, including the documents that were approved for the revisions to the BSBA. The affected proposals involve new course proposals, prerequisite changes, and course descriptions the committee recently approved originating from MIS and MKTG. The committee reps will work with Kelly Bowen to update the course change forms to reflect the rubric change of core courses to the BA designation. BSBA program change form will also be changed to reflect new courses approved since the BSBA revisions were approved. Kelly and Gary will look over the forms once department representatives have approved these modifications and will get signatures on these modified forms.

Minor Requirements
While revising course and program proposals for the various business degrees that were affected by the BSBA changes, Grudnitski became aware of inconsistencies in the catalog language with respect to how minors are described. He shared with the committee that these inconsistencies occur across the university and shared examples of how the language used varies widely—even within a department with multiple minors.
The university-wide policies on minors (p. 88 in General Catalog) is that minors can range from 15 to 24 units and the GPA average has to be 2.0 in all units completed in order to earn the minor.

One CBA issue that needs to be resolved is what is required to get into a minor? Grudnitski used the ACCTG minor (p. 117) as a typical example where the catalog does not list specifics to get into the minor. Instead it states that students must meet prerequisites for the minor in effect at the time that they declare the minor. Those prerequisites for minors in ACCTG are not listed in the catalog. There is no mention about how many units are required before you can declare the minor nor what GPA a student would need at the time of declaration.

Grudnitski proposed alternative wording, looking at other colleges’ catalog language with respect to minor requirements—using the TV, Film, and New Media minor as a possible model. “Film and New Media minor requires completion of at least 30 units with a minimum grade point average of 3.0 overall and completion of Theatre 100 and Television, Film and New Media 160 with grades of B or better.” (p. 459). Grudnitski noted that this statement helps ensure that the right students are getting into this minor via the use of well-articulated standards. Using ACCTG as an example, Grudnitski suggested that it should be stated that you need a C or better in ACCTG 201 and 202 in order to declare the minor.

Grudnitski would like to determine if the lack of specifications for entrance into the minors in the college was done intentionally. The discussion resulted in a number of questions:

- For each department’s minor, from the set of courses listed for the minor, are some prep for minor or can students declare the minor and just take these courses?
- Do departments have an expectation that GPA requirements are required/enforced to get into the minor?
- Relatedly, should this GPA be consistent across departments or should each department set its own GPA for minors?

Business majors who also declare a business minor would already have met the GPA requirement. However, students with majors from outside the college would need to meet any GPA requirement. Currently, a 2.9 GPA is being enforced when students declare a minor in the college (but is not stated in the catalog). Should the same GPA requirement be used for majors and minors? If a lower standard was used, what would be the effect on the overall quality level of students in upper division classes? Probett noted that the Lavin Entrepreneurship Center has been asking for case-by-case GPA exceptions for ENGR majors wanting to declare an ENT minor and the college has not granted them as there is a “no exceptions” policy in place.

The committee will solicit feedback from the departments—should we leave minor requirements as currently stated in the catalog or be more explicit on requirements for declaring a minor? The committee recommends that departments include more information in the catalog in terms of 1) units required to declare a minor, 2) prep classes for the minor (must be completed prior to declaring), and 3) GPA requirement at time of declaration. Representatives will discuss these issues with the department chairs.
Business Honors Program
The CBA Honors Program is overseen by Carol Venable. Venable will be finishing her FERP status at the end of Spring 2015. The committee initiated a discussion related to the best next steps for this program in light of Venable no longer overseeing the program and the fact that SDSU will start a new University-wide Honors College in 2015-2016.

The new University Honors College require students take an additional 19 units of coursework. A stated goal of the University Honors program is to place its students into graduate programs as schools such as Harvard and MIT. These students would be targeted in high school and would be in the program all 4 years. There was discussion that this goal may not be aligned with the curriculum and focus of students in the College of Business, as we have more programs that are applied. Additionally, more than half of the College of Business’ students transfer from community colleges. The university Honors Program doesn’t easily accommodate transfer students—as they would need to “catch up” as a transfer student. The Business Honors program requires students take 1 unit (BA 400) course each semester for four semesters (4 additional units). Students can choose to be in both colleges (Business and Honors). Grudnitski reported that Venable feels that many CBA students do not want to spend the extra time to complete the University Honors College requirements.

The committee then examined what makes the Business Honors Program unique (comparing it to the upcoming revisions to the BSBA). Both Honors and BSBA students will need to put together a portfolio. The Honors student’s portfolios will be evaluated whereas BSBA students’ portfolios will be checked for completion. Honors students get additional counseling, have a field learning requirement, must have a 3.6 GPA at the time they declare their UG major, and maintain a 3.0 GPA once in the program. Probett estimated that there are approximately 30-35 students in the program. Discussion ensued related to how to differentiate the Business Honors Program going forward besides just requiring a higher GPA. The committee will invite Venable to a future meeting to get her input on the proposed changes to the program.

Next Meeting: March 24, 2014, 9:00 a.m. in the Dean’s Conference Room
Note: This meeting was cancelled due to schedule conflicts related to meetings with one of the Dean Candidates.