Undergraduate Committee
October 21, 2014
Minutes

Present: Xudong An, Tom Coleman (ABSC student representative), Michelle Dean, David DeBoskey, Tita Gray, Gary Grudnitski, and Erlinde Cornelis (substitute for Andy Baker)
Absent: Annette Easton

Discussion and Review of Business Passport Program
Gary Grudnitski opened discussion with an overview of the Business Passport Program (which will roll out in Fall 2015). He stated that the primary purpose of the Passport Program is to enhance our students’ professional profile to prospective employers. Employers want to see students that are engaged outside of the classroom and this program will encourage students’ participation in co-curricular activities available to them. The idea is motivate our students (especially those less engaged) to participate in these co-curricular activities outside of the classroom.

Grudnitski presented a document that highlighted Northern Illinois’ passport program. The CBA’s Passport Program will be designed in a similar fashion. The Passport Program includes 5 “stops” at which students must complete an approved co-curricular activity. These stops are congruent with the BSBA goals and the university’s focus on leadership: 1) Communication, 2) Career Development, 3) Ethics, Service Learning and Community Engagement, 4) Global Perspective, and 5) Leadership and Teamwork. Students will be introduced to the Passport Program their first semester of Upper Division in BA 310 and will culminate the semester they complete BA 405. Grudnitski walked the committee through various aspects of the program and discussion ensued regarding whether the Passport Program is too generalized for technical majors like real estate and accounting where specialized skills are already being offered via major-focused student organizations. The committee felt that the generalized nature of the Passport Program provides necessary soft-skills that all business majors require. Grudnitski will be meeting with ABSC in November to solicit student organizations’ cooperation and to explain the overall goals of the Passport Program. Tom Coleman expressed that he feels the program is very good and is exactly what is needed. Committee members inquired whether the appropriate technology has been developed (database and help screens to administer and monitor the program). Grudnitski invited any Undergraduate Committee member to review and make comments and suggestions regarding the proposed architecture of the system as shown for Northern Illinois’ system. All of the development and systems work still needs to be completed. Grudnitski explained that there will be 3 components besides the required stops to the Passport Program: 1) professional resume, 2) individual assignments, and 3) reflective essay. Discussion ensued on how quality will be monitored and the general consensus was that students’ will either take it seriously or they won’t. However, DeBoskey suggested a way to introduce technology to score the reflective essays’ readability using Microsoft word’s built-in Flesch readability index. DeBoskey will forward information to Gary Grudnitski and Michelle Dean for review.

Discussion on Repeat/Failure Rates in CBA
Tita Gray expressed a concern regarding the high repeat/failure rates approaching 30%+. There seems to be a lot of repeat/failure in Lower Division. Gray wanted feedback and queried whether there’s something we can examine and remedy. Gray is still examining the data and will continue to examine the data and will report back at a later Undergraduate Committee meeting.

The meeting adjourned at 11:50 a.m. The next Undergraduate Committee meeting will be held on Tuesday, November 4th at 10 a.m. in EBA 445.