Undergraduate Committee  
September 11, 2015  
Minutes

Present: Michelle Dean, Steve Gill, Tita Gray, Gary Grudnitski, Jaemin Kim, Kathy Krentler, Roxy Wang  
Absent: ABSC student representative  

1. Welcome and Introductions  
Kathy Krentler and Roxy Wang were welcomed to the Undergraduate Committee as the Marketing and MIS representatives.

2. Election of Chair  
Michelle Dean was elected to serve as Chair of the Undergraduate Committee for the 2015-2016 academic year.

3. Annual Program Check  
At its first meeting of each academic year the committee is charged with considering four factors. Changes in any of these factors would spark a review of the stated objectives for the B.S. degree in Business Administration. The four factors are:  
a. The University’s mission or objectives for baccalaureate programs,  
b. The College’s mission or objectives,  
c. The existing majors in the College,  
d. The characteristics of students and other constituents served by the B.S. in Business Administration degree.

It was agreed that there were no changes to factors a, b, or c. The committee noted that item d would need to be monitored given the increase in demand for the General Business major and the impact of the Associate Degree for Transfer. There was also a discussion of the need to examine the impact of the State funding CSUs to accept more freshmen and what impact that might have on our transfer enrollments. This discussion continued on the related topic of impaction criteria. Grudnitski will invite Sandra Cook, AVP Enrollment Services, to attend a future Undergraduate Committee meeting to discuss both of these issues.

4. Fall 2015 Business Passport Roll-out  
Fall 2015 Upper Division declarants were introduced to the Business Passport Program in their BA 310 class this month. Grudnitski visited all BA 310 sections to provide information on obtaining and effectively employing their Portfolium electronic portfolios, as well as following their progress toward completion of the Passport on the Business Passport Homeroom Blackboard site.

5. Curriculum Matters – Adding BA 310 Prerequisite to BA 405  
BA 310 was rolled out fall 2015 as a means to address the assessment findings that our students lacked sufficient exposure to material related to the BSBA program goal of global perspective. Since BA 310 is a required prerequisite for only business students having a Catalog year of 2015-2016 or later, the plan is to add the BA 310 prerequisite to BA 405 effective fall, 2017.

In a concurrent curriculum process, Grudnitski reported that John Putnam, the new Director of International Business, has agreed to propose a program change to add BA 310 to the IB major.
6. Curriculum Proposal Deadlines
Curriculum Services has announced deadlines for submitting curricular proposals. CurricUNET will be available for new proposal submissions beginning October 1, 2015 for the 2017-2018 General Catalog. In the meantime, an originator may still go into CurricUNET now and begin drafting proposals for 2017-2018; however, the Submit button will not appear until October 1st. The CBA deadline for submitting 2017-2018 proposals in CurricUNET is February 29, 2016.

7. Other Business
Michelle Dean, CBA representative to the University General Education Curriculum Committee, informed the Undergraduate Committee that FIN 250 - Financial Literacy, was approved by the GE Committee. Pending Senate approval, this course would be the CBA’s first GE course offering.

The meeting adjourned at 11:45 p.m. The next Undergraduate Committee will be held on September 23rd at 10:00 a.m. in the Dean’s Conference Room.