UPC Meeting Minutes
2/11/2015

Members Present: Palthe, Sinning, Wiley, Lancendorfer, DeMello, Stamper, Drummer
Guest: Tom Rienzo

Meeting called to order by Palthe at 10:00am

1. Wiley moved to accept the agenda; Lancendorfer 2nd; motion passed unanimously.
2. Lancendorfer moved to accept the minutes from the January meeting; Wiley 2nd; motion passed unanimously.
3. General Business Major update – The College Curriculum Committee unanimously approved the proposal to delete the General Business major. The proposal was supported by all Department Chairs and signed by the Dean. It should be effective as of Fall 2016, if approved through the rest of the curriculum process.
4. BBA Core Course Coordinators – Stamper presented information provided by the Department Chairs as to the Course Coordinator assignments as well as a job description of the coordinators’ responsibilities. Members provided feedback, and documents were modified based on member comments (see attached documents). The Assurance of Learning Council will also work with the course coordinators on assessment-related tasks.
5. BBA Grade Requirements – UPC continued the discussion of how to improve student quality in the BBA program. Stamper presented data on all pre- and professional-BBA Course grade averages in Fall 2014, along with average grades by HCoB department and by level (1000, 2000, 3000, 4000). Members decided that more information is needed prior to making a decision, and they would like to see: 1) averages with only pre-business students in ENGL 1050, CIS 1020, BUS 1750, MATH 1160, and both ECON courses; 2) distribution data for all pre- and professional BBA core courses. Stamper will have the data at the next UPC meeting in March, during which the members will consider requiring a 2.0 grade be earned in all pre- and professional BBA core courses in order to graduate.
6. CIS 1020 Test-out option – Discussion about very large enrollment in CIS 1020 and how to best manage it. It was agreed that it is best for most students to actually take the course instead of testing out. Not many students take the test-out option, and not many people succeed in testing out of 1020. UPC’s recommendation was to hire 1 more lab instructor to accommodate more students and keep lab sections at a reasonable size. Also, we could possibly offer the test out option to all honors students (50-100 total students); we could arrange to have them take the test during Freshman Orientation in June.
7. CIS 2700 – Discussion about the inclusion of business analytics; Rienzo commented that there is some basic coverage in the course; however the sections of 2700 are not taught consistently across instructors. Hope is that using the course coordinator position will help solve the inconsistency present in many of the BBA core courses with multiple sections.

Future meetings: Next meeting is Wednesday, March 25th 10:00am – 11:30am in room 3150 SH.
Other meetings will be: April 8th

Meeting adjourned at 11:30am.