UPC Meeting Minutes
4/22/2015

Members Present: Palthe, Sinning, Lancendorfer, DeMello, Drummer, Stamper
Excused: Wiley

Meeting called to order by Palthe at 10:00am
1. DeMello moved to accept the agenda; Sinning 2nd; motion passed unanimously.
2. DeMello moved to accept the minutes from the January meeting; Sinning 2nd; motion passed unanimously.
3. Sophomore-level Business Communication Course – there is unanimous agreement among UPC members that our students need more opportunities to learn and practice communication skills. There is also acknowledgment that there are resource constraints. Discussion centered on potential alternatives to support students in this need, including a required co-curricular online module on professional skills, and a potential HCoB Passport program that included requirements for attending resume and interview workshops as well as interacting with the Communication Center; this may help to alleviate pressure in 3700, opening up space to allow coverage of new topics. Based on feedback from the ALC report given at the last UPC meeting, and the concerns about student communication skills, UPC strongly recommended that the Fall Course Coordinator meeting address the issues of where students are currently and perhaps should be required to write and present in the BBA core classes. Stamper will organize this meeting early in September, and report back to UPC for further discussions on this issue.
4. BBA Required Classes – Discussion by members of various modifications to BBA core requirements; given potential resource issues UPC strongly recommends that all units who teach 2 courses in the core (i.e.: ACTY and CIS) look for ways to combine concepts critical to all business students into 1 course to help streamline the core.
5. BBA Grade Requirements – UPC recommends requiring students to earn a minimum 2.0 grade in all BBA core courses in order to earn a BBA degree. A curriculum proposal will be drafted and presented to HCoB faculty for a vote in the fall.
6. BBA Exit Exam/Graduation Assessment – There was discussion about possibly implementing and requiring an exit exam/graduation assessment for all BBA students. Implementation and process issues were raised. More discussion is needed in fall, with the possibility of inviting ALC members to assist in the discussion.

Meeting adjourned at 11:25pm (DeMello moved, Lancendorfer 2nd)

Future meetings: Next meeting is Wednesday, Sept 16th 10:00am – 11:30am in room 3150 SH.