UPC Meeting Minutes  
3/12/2014

Members Present: Palthe, Sinning, Wiley, Balik, Lancendorfer, Stamper, Drummer

Meeting called to order by Palthe at 10:00am

1. Lancendorfer moved to accept the agenda with recommended changes; Wiley 2nd; motion passed unanimously.
2. Wiley moved to accept the minutes from the February, 2014 meeting; Lancendorfer 2nd; motion passed unanimously.
3. Discussion about BBA Admissions requirements – Given the number of modifications to the BBA program over the past few years, Stamper suggested that UPC review the BBA admissions standards to see if there were any desired changes.
   a. UPC recommended that BUS 2200 remain consistent with MGMT 2500, MKTG 2500, and CIS 2700, and not be included as one of the requirements prior to applying for BBA admissions (it will remain a requirement for the BBA degree).
   b. UPC suggested that CIS 2700 might be appropriate to add to the list of required courses for BBA admissions, especially if business analytics content were to be added to the course. Stamper will meet with CIS faculty to discuss future plans for CIS 2700 and business analytics topic area.
   c. UPC expressed a desire to continue this discussion at the next meeting in April. Drummer will collect data about how many students would be impacted if we raise the GPA requirement to 2.6 or 2.75.
4. Discussion about Sophomore Level Communication Course – Wiley presented an updated version of a 2-credit syllabus for this course (proposed title: BCM 2520 – Communication and Professional Skills), including a description of the changes that it would allow in BCM 3700. She included projections for number of sections at different enrollment caps, and how it would impact potential staffing. Of concern were the resources available to teach/staff the course. UPC recommended that Palthe invite Dean Palan to the next meeting to discuss resources. Palthe will follow up on this. Wiley will make minor changes, and put together a summary proposal for UPC and Dean Palan by the next meeting in April.
5. Discussion about whether or not the Advanced Economics requirement is needed for HCoB students. It was recommended that UPC members go back to their departments and obtain feedback from their faculty about this idea. The discussion was tabled until the April meeting.
6. BUS 1750 – difficulty with scheduling the online sections for fall; Stamper will continue to work with EUP to try to accomplish this. If not fall 2014, we will continue to try to implement in future semesters.
7. Discussion about the possibility of including a Professional Writing Standards Policy in the BBA.
   a. Wiley presented a proposed draft of a general PWS policy to include in all BBA core classes. Suggestions were made about including a ‘consequence clause’. Wiley will make changes as recommended and bring to the April UPC meeting for a vote.
8. Wiley will prepare updated material for the soph-level writing class for the March meeting.

Future meetings:
   April 24th 10-11:30am

Meeting adjourned at 11:35am (Balik moved, Wiley 2nd).