UPC Meeting Minutes  
4/24/2014

Members Present: Palthe, Sinning, Wiley, Balik, Lancendorfer, Stamper, Drummer  
Guests Present: Rienzo, Chen, Tarn, Palan

Meeting called to order by Palthe at 10:00am

1. Balik moved to accept the agenda; Lancendorfer 2nd; motion passed unanimously.
2. Lancendorfer moved to accept the minutes from the March, 2014 meeting; Wiley 2nd; motion passed unanimously.
3. 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. She also presented a ‘rationale and talking points’ document. Of concern were the resources available to teach/staff the course. Palan talked about the vision of the BBA program, integration of knowledge gained in some courses with other courses. There was general agreement about a communication skills gap. Palan will review the proposal more thoroughly in light of other staffing decisions in the college. A follow-up suggestion was the possibility of adding 1 credit to CIS 2700 that would allow inclusion of some communication material. Wiley will explore this with the CIS faculty. Discussion was tabled until fall, 2014.
4. Discussion of adding Business Analytics topics to the BBA curriculum – Rienzo presented ideas ranging from including CIS 2640 as a required course to reworking the topics covered in CIS 2700. Chen described the topics in 2640 in detail. Discussion of which technical knowledge and skills are needed for BBA graduates compared to CIS/TIM/etc. graduates (manipulate and report data, application of results, presentations of conclusions/recommendations). UPC members are supportive of including some Business Analytics topics in BBA, but would like to modify 1020 and 2700 instead of requiring 2640. Also possible to include some Business Analytic topics with communication skills (sophomore-level comm course increased to 3 credits). Discussion was tabled until fall, 2014 – this will be a priority on the fall agenda.
5. Due to the lack of time, the Advanced Economics requirement, BBA admissions requirements, and Professional Writing Standards Policy were all tabled until fall, 2014.

Future meetings:  
Next meeting is Wed. Sept 10.

Meeting adjourned at 11:30am (Wiley moved, Sinning 2nd).