UPC Meeting Minutes
2/12/2014

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

Meeting called to order by Palthe at 10:00am

1. Balik moved to accept the agenda; Sinning 2nd; motion passed unanimously.
2. Wiley moved to accept the minutes from the November, 2013 meeting; Balik 2nd; motion passed unanimously. Palthe thanked Wiley for taking the previous minutes.
3. Discussion about BUS 1750 – pedagogical design and online option
   a. Lancendorfer recommended that an online section (or sections) of BUS 1750 be offered for junior and senior non-business majors. This is about 110-120 students per semester.
   b. Concerns about teaching consistency issues (some instructors do not follow the master syllabus/structure of the course), current pedagogy, and appropriate faculty resources for BUS 1750. It was recommended that a faculty champion is needed for the course.
   c. Also concerns about current class sizes and workload structure (each section is counted as 1.5 credit hours for teaching; this was established prior to the current deans).
   d. Lancendorfer moved to initiate a 100% online format for BUS 1750, restricted to only jr/sr non-business majors; face-to-face sections will have restrictions preventing jr/sr non-business students from taking them. Balik 2nd; motion passed unanimously.
   e. Stamper will schedule online course(s) for Fall 2014. Lancendorfer, Gallagher and Stamper will meet within the next few weeks to refine the pedagogy and topics included in BUS 1750 for Fall 2014.
4. Discussion about professional skills issues with students; is this something to include in BUS 1750? Something to include in a sophomore level communication course? Discussion about this issue will continue into the future.
5. Another issue to discuss is the need for the Advanced Economics requirement. Palthe recommended that this issue be placed on the March agenda.
6. Discussion about the need for and how to accomplish creating a business analytics course. Consideration of changing BUS/CIS 2700 to include these topics.
   a. Stamper will speak with Tom Rienzo, who has experience teaching 2700 (and CIS 1020).
   b. Key topics include data visualization and presentation design, hands-on pedagogy.
7. Discussion about the possibility of including a Professional Writing Standards Policy in the BBA.
   a. Would apply to all faculty who teach in and students taking BBA Core classes.
   b. UPC members generally support progressing toward a general policy about professional writing expectations that is a college-wide policy, not restrictive for faculty, and doesn’t require writing assignments be taught.
   c. Wiley and Sagara will work with faculty to write a draft of the policy.
8. Wiley will prepare updated material for the soph-level writing class for the March meeting.

Future meetings:
   a. Mar 12th – BBA Admission requirements, Soph-level writing course, Adv. Econ requirements

Meeting adjourned at 11:20am (Balik moved, Palthe 2nd).