**Curriculum Committee**

Friday, March 1, 2019

**Present:** Larry Shrewsbury, Laura Jessup, Emily Miller-Francisco, Anna Oliveri, Michael Stanfill; MaryAnn Neely, Jody Waters

**Guests**: Joan McBee, Katie Pittman

The meeting began at 1:32pm.

The minutes from the February 22nd meeting were accepted.

**BUSINESS**

Katie Pittman and Joan McBee discussed the proposed changes in Business.

Shrewsbury asked about the proposed change to BA 380 prerequisites. He asked if what was listed as MTH 243 should instead be MTH 244. McBee said yes. Then she said actually, Management BAS students don’t have to take BA 282, so this could cause a problem. It would be best to make MTH 243 the only prerequisite for BA 380.

Pittman said the proposed new certificate in Sustainable Tourism is Pavlina McGrady’s area of expertise, and it fits with the university’s strategic plan, which encourages sustainability. She said this area of study is likely to be attractive not only to Business students, but also to some students in other programs, like Environmental Education.

Neely asked about minimum grades and the minimum GPA for the certificate. McBee said these would be the same as are required for the other certificates in the program. Pittman said this means C- or better in every course in the certificate and a minimum overall GPA of 2.5 in all certificate courses.

Neely asked what OAL field course(s) would count toward the requirement in the certificate’s core courses where “ES 408 or OAL Field course” is listed. McBee said she would need to check with McGrady about this. She said she thought it might actually be activity courses in OAL. Neely said once this is clear it can be scribed so students know which courses to choose from.

Neely asked about the electives for the certificate and whether the program would want BA 407 or 409 to have to be approved by the certificate coordinator. McBee said the program wants it to be similar to how it is for the Certificate in Wine Business.

Waters asked if there are any requirements relating to accreditation that need to be addressed. McBee said no.

Shrewsbury asked about the program’s proposal to add language to the Post-baccalaureate Certificate in Accounting indicating that students pursuing it concurrently while working toward a bachelor’s degree will not be issued the certificate until the bachelor’s is completed. McBee said there had been a couple Psychology majors who tried to do the certificate at the same time and had run into this issue, so the program wanted to fix it. Shrewsbury suggested language could be added to #1 in the program language.

McBee said the program should also make clear that the bachelor’s degree can’t be in accounting. Pittman said this certificate has previously been Post-baccalaureate, but now if it is concurrent, that changes things. She said it would have 100% overlap with the BA in Accounting. McBee said the catalog would need to specify that students pursuing the BA in Accounting can’t get the certificate.

McBee said the prerequisites for BA 428 should be BA 285 and either MTH 244 or BA 282, rather than BA 285 or MTH 244 or BA 282, as listed in the summary.

Neely asked about the nonbusiness enrichment area addition to the Business Administration major. McBee said the program has students who come in with significant credits in an area of study that isn’t Business. She said the program has sometimes waived the minor requirement in these cases. Pittman said for example, sometimes students want to be coaches and we want this to be able to replace the minor requirement. McBee said the program has discussed totally getting rid of the minor requirement. Pittman said it was decided that this would not be good for students. Many might never take courses outside the Business major. McBee said the program found similar language to what is being proposed here on University of Oregon website. They do the same thing with an enrichment area. Pittman said this hadn’t been included in the catalog previously because the program didn’t want to encourage an alternative to the minor requirement, but the program was asked to do so because they were repeatedly having to waive the requirement. She said she thinks this is a good solution. Neely asked if having the 24 nonbusiness enrichment area credits be determined by the program, rather than scribed more specifically, would satisfy the needs of the program. She said this could be put in notes in DegreeWorks. She also said that international students don’t have to fulfill the minor requirement, but that’s not currently noted in the catalog, so it should be clarified. These changes will make it clear so students know all of their options for fulfilling the requirement and we won’t keep receiving petitions. McBee agreed that there should be a note indicating that international students studying here don’t have to meet the minor requirement.

Pittman said the program is proposing to bring back the Hospitality and Tourism minor. She said BA 313 was added as an alternative to BA 211 and 213 because it’s more appropriate for non-Business majors, focusing more on a managerial-level knowledge of accounting. Neely asked if the program wants to change the language related to the minimum GPA so that it applies to all courses taken for the minor, rather than just BA courses. McBee said yes.

Neely asked about the proposal to add BA 410 to the upper division business requirements for the BAS in Management. She noted that the course was just removed from that list of requirements last year. McBee said the removal last year was a mistake and the program wants it reinstated.

Waters asked about the proposed removal of BA 382 as a prerequisite for BA 384. Pittman said the program was having to override it all the time and determined that it wasn’t ultimately needed. Waters said that now the course would be open to pretty much any student on campus. Pittman said that’s fine.

Neely noted that a couple of the certificates in Business are proposed to have new language stating that a majority of credits must be taken at SOU. McBee said the language around credits that must be taken at SOU was not consistent across the Certificates, so this was an effort to make them consistent. Neely said SOU policy is that students must complete 20 of the final credits of a certificate while in residence at SOU.

Neely asked about the Management of Human Resources Certificate. The proposed changes include replacing COMM 409A with 409B. She noted that COMM 409B is a Digital Cinema course and asked if that is what’s intended. McBee said she agrees that this doesn’t seem right and she said she will check on it.

Neely said it looks like the total credits are changing in the Certificate in Nonprofit Management and the Certificate in Wine Business. McBee said this is correct.

Oliveri asked whether the program planned to suspend BA 445 or delete it. Pittman said the course hasn’t been taught since maybe the 80’s, so we should get rid of it. McBee said yes, it should be deleted.

Waters said she looked at course description for BA 496, which suggests that students who simply have basic working knowledge of Excel will need to do some pre-term Excel preparation. She said this is unenforceable and somewhat ambiguous as to what might qualify. She asked if the program runs into problems with this and suggested that the program could add BA 285 as a prerequisite. Pittman said adding this prerequisite might discourage MBA students. Waters suggested that the prerequisites could say BA 285 or instructor permission. McBee said the program would like to add BA 285 as a prerequisite for BA 496 and BA 285 or instructor permission as a prerequisite for BA 596. Waters said then the pre-term Excel preparation part of the description could be removed.

Oliveri/Miller-Francisco moved to accept the proposed changes in Business with the following alterations:

* MTH 243 will be the only prerequisite for BA 380,
* Language will be added to the Post-baccalaureate Certificate in Accounting to specify that students pursuing the BA in Accounting can’t get the certificate,
* The prerequisites for BA 428 should be BA 285 and either MTH 244 or BA 282, rather than BA 285 or MTH 244 or BA 282, as listed in the summary,
* Language will be added to the BA/BS in Business Administration indicating that international students studying at SOU do not have to complete the minor or enrichment area requirement,
* The GPA requirement for the Hospitality and Tourism Minor will apply to all courses taken for the minor, not just BA courses,
* All Business certificates will include language clarifying that students must complete 20 of the final credits of the certificate while in residence at SOU,
* BA 285 will be added as a prerequisite to BA 496.

The motion passed, 5Y/0N/0A.

The meeting ended at 2:12pm.