**Undergraduate Program Committee Meeting Minutes**

February 6, 2019, 12:30pm – 1:30pm, TPS 110

**Attendance**: M. Bergman, A. Steffens, K. Barker, H. Norbjerg, A. Martin, G. Viers, M. Eberly, A. Hastings, G. Noronha, E. Sivadas, N. Tabafunda

**Approval of Minutes –M. Bergman**

Amendment proposed by G. Noronha

Minutes from Jan. 16, 2019 meeting approved with amendment by all voting members of the UPC

**Follow Up on Action Items – M. Bergman**

* Study Abroad UPC process draft
  + Concerns:
    - UPC’s qualification to need a process for study abroad courses.
    - Should program request go through UPC before OGA?
      * Simultaneous?
* Re-evaluate Study abroad UPC process draft.

**DBA Minor/General Business – M. Bergman**

* M. Bergman presented H. Demirkan’s inquiry of DBA minor classes being qualified as general business credits.
* Concerns:
  + Course fill rates being effected.
  + General business students enrolling before DBA minors.
* Proposal for DBA to be concentration rather than minor.
* UPC voting faculty approve to move topic onto faculty review and discussion.

**Winter Admit Review – A. Steffens**

* A. Steffens presented W18 admit review
* Document available in the UPC One Drive Agendas 2018 – 2019, Jan. 16

**4/5 Credits Update – E. Sivadas**

* E. Sivadas presented update on process to credit hour distribution equivalency in comparison to other business schools.
* Concerns:
  + Are students learning 5 credit hours’ worth in classes?
  + How will this translate for credits for graduating

Meeting adjourned, 1:27pm.