**Undergraduate Program Committee Meeting Minutes**

October 31, 2019, 12:30pm – 1:30pm, PNK 212

Voting Committee Members: M. Bergman (C), J. Heckman, G. Noronha, M. Eberly, G. Viers

Committee: A. Steffens, H. Norbjerg, A. Martin, K. Barker, Z. Barsness, N. Tabafunda

Guest: S. Emert

**Approval of Minutes** –M. Bergman

* Minutes from October 2, 2019 meeting approved by all voting members of UPC

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

* Area description “blurbs”
	+ Received from Management
	+ Still awaiting from other areas.
	+ Revisit next meeting.

**Update on UPC Priorities** – M. Eberly

* Topic is to become a standing item on further UPC agendas.
* Progress on 3/5 topics discussed in 10/2 meeting
	+ Review core Curriculum
		- Collecting data to create flow chart
	+ Quality of Instruction of Undergraduate Programs
		- Gathering info
	+ Writing Assessment
		- Compiling data

**Census Statistics** – A. Steffens

* A. Steffens explained two documents detailing Business department current enrolment data as well as historical comparison of data.
* Documents available in the UPC One Drive Agendas 2019 – 2020 folder

**NOP Sports Management Vote** – M. Bergman

* Presented Sports Management Notice of Proposal document.
	+ Document available in the UPC One Drive Agendas 2019 – 2020 folder
		- **ACTION**: Document to be updated to reflect verbiage of “sports and athletics”
* S. Emert gave a brief overview and answer general questions about Sports Management program as a minor.
	+ Departments to “bleed” the sports management program into other than MSB was discussed.
* All voting members of UPC voted and approved.
	+ To be sent to faculty for further review.

**Sports Marketing TMKGT 470 Course Vote** – M. Bergman

* Presented as a standalone marketing course – new course proposal.
	+ Qualifies as Marketing credit or used towards Sports Management minor.
* Document available in the UPC One Drive Agendas 2019 – 2020 folder
* All voting members of UPC voted and approved.
	+ To be sent to faculty for further review.

**Sports Essentials TBGEN 370 Course Vote** – M. Bergman

* Document available in the UPC One Drive Agendas 2019 – 2020 folder
* Currently this course content is being offered in Autumn 2019 as TMGMT 490 – counts as management credit.
* When offered as TBGEN 370, in the future, if approved, will not count as management or general business credit.
* Two courses as required for the Sports Management minor
	+ Coded with TBGEN
	+ Standalone courses
* Potential in looking into minor courses having their own code.
* All voting members of UPC voted and approved.
	+ To be sent to faculty for further review.

**Sports Seminar TBGEN 485 Course Vote** – M. Bergman

* Currently this course content is being offered in Winter 2020 as TMGMT 490 – counts as management credit.
* When offered as TBGEN 485, in the future, if approved, will not count as management or general business credit.
* All voting members of UPC voted and approved.
	+ To be sent to faculty for further review.

**Milgard Electives for Proposed TGH Minor in Innovation and Design Vote** – M. Eberly

* Document available in the UPC One Drive Agendas 2019 – 2020 folder
* Approval requested from IAS
	+ Incorporate management courses in Global Innovation and Design minor
* All voting members of UPC voted and approved.
	+ To be sent to faculty for further review.

**T BUS 300 Course Title and Course Description Change Vote** – J. Heckman

* Changes made to TBUS 300 course descriptions were presented
	+ No change to curriculum, description update only
* All voting members of UPC voted and approved.

Meeting Adjourned: 1:20pm