**University of San Francisco**

**School of Management**

**Department of *Hospitality Management*  / *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Committee**

**Meeting Summary**

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| Date:  | 5/10/12 | StartTime: | 10:35am | End Time: | 11:45am | Location: | RM108 |

**Who was there** *(Indicate attendees and who chaired the meeting.)*

Tom Grossman, KO Odsather, Jeff Scharosch, Sun-Young Park, Michelle Millar, Cathy Arima, Robert Schlick

(Tom excused himself at 10:50am)

**Topic of Meeting** *(Attach a copy of the agenda if possible.)*

Attached.

**Decisions Made and Policies Approved** *(Provide a clear statement of decisions and policies. If a vote was taken, indicate the vote count.)*

Sun-Young Park and BUS 438 – currently only have 4 enrolled – approved to close class and move class to following semester.

Jeff Scharosch confirmed catering dinner schedule: 2/7 Campus Ministries, 3/7 Dean’s Dinner, 4/11 CMAA Dinner, 5/2 Deans’s Reception (Jeff to confirm ABLE scheduling for these dates)

**Action Items to be addressed after the meeting** *(State the action item; indicate the name of the person responsible for it, and the date it is to be completed.)*

Michelle Millar and her classroom size – Michelle will contact Dayle Smith re: possibilities of splitting class to two semesters, expanding class size (larger classroom), or other options

ABLE schedule for LM108: KO and Jeff to discuss

Registration issues re: prerequisites with Banner – gentle reminder to look into this to avoid situation for next semester

KO, Sun-Young, and Michelle to discuss further on AACSB and Intro to Hospitality class goals and objectives. Will be speaking further with Robert Schlick, and plan to attend his workshop(s) planned in the summer