

Minutes
New Mexico Business Articulation Committee
October 27-28, 2006
University of New Mexico
Albuquerque, New Mexico

Present: Arnold, Joan (ENMU-Roswell), Baldwin, Linda (WNMU), Beaupre, Wilfred (SIPI), Brook, Kathy (NMSU), Carlson, Loi (CNM), Carruthers, Becky (CCC), Carruthers, Garrey (NMSU), Castillo, Steve (UNM-Valencia), Chastain, Loyola (UNM), Cook, Susan (NMSU-Alamogordo), Coyner, Doug (SJC), Cutler, Susan (CNM), Dutchover, Carol (ENMU-Roswell), Garcia, Renee (LCC), Garvey, Terri (NMMI), Groesbeck, John (ENM), Guthrie, Robert (NMJC), Habiger, Betty (NMSU-Grants), Harrington, Christopher (SIPI), Howell, Chris (NMJC), Imler, Denny (SIPI), Kant, Jack (SJC), Khan, M. Absar (UNM-Gallup), King, Mike (Diné), Perry, Ken (SIPI), Rooney, Cindy (UNM-Los Alamos), Schatzberg, Laurie (UNM), Sorenson, Robert (ENM-Roswell), Stobnicke, Michelle (SFCC), Taylor, Bill (NMHU), Trenary, Gene (SJC), Ulibarri, Carlos (NMT), Walker, John (NMSU-Dona Ana), Wester, Dorothy (SIPI).

Campuses not represented: Mesa Lands Community College, New Mexico State University-Alamogordo, New Mexico State University-Carlsbad.

The meeting was convened at 2:00 p.m. in the Student Union Building on the UNM campus by Garrey Carruthers, co-chair. Dean Chuck Crespy of the Robert O. Anderson School and Graduate School of Management at UNM welcomed the group to the campus.

Review of the agenda A motion was approved to accept the agenda as circulated.

Minutes from spring 2006 meeting The minutes were approved as circulated.

Update on statewide articulation committee

Wilfred Beaupre, co-chair of the NM Business Articulation Committee, has been representing the Business Articulation Committee on the statewide articulation committee. He distributed two packets of information to those in attendance. Packet A included the Process for General Education Course Approval on the HED Matrix; the Common Core Curriculum Course Evaluation Form (CCCCE) along with samples of the form completed for selected SIPI course; and a general education course submission and review timeline. Packet B included catalog materials describing the New Mexico General Education Common Core, the Business Discipline Module, the Early Childhood Education Discipline Module and the New Mexico Business Articulation and Transfer Matrix (updated May 15, 2006). Wilfred recommended a committee to work on catalog language. Garrey Carruthers suggested including some reference to the common numbering system and the statewide business articulation committee's role in articulation and transfer. Wilfred distributed a third packet of materials concerning the annual higher education assessment conference scheduled for February 22-23 in Albuquerque and a memo from Dr. McClure indicating that HED will conduct a study of the national average for credits required for completion of various degrees by level and by discipline. Wilfred noted that assessment of core competencies is likely to be the next step in the articulation and transfer process.

Overview of UNM Business Programs

Laurie Schatzberg, Senior Associate Dean at the Anderson Schools at UNM, provided an overview of their programs including, the Second Annual University-Wide Technology Business Plan Competition in which students pitch their business plans for a grand prize of \$25,000. UNM's graduate programs include traditional evening MBA, weekend MBA (with cohorts), professional MBA (between traditional and executive) cohort program offering two classes at a time.

UNM's Master of Accountancy program follows the traditional track for Bachelor of Accountancy and is intended for those with a non-accounting undergraduate degree.

UNM is developing a finance and investment center with a trading floor and students will be investing UNM foundation funds as well as state funds.

Business Articulation and Transfer Matrix

The following changes were requested:

- New Mexico Highlands added Introduction to Business, BUS 181
- Santa Fe Community College has changed prefixes replacing CIS 111 and 111L with CISC 111 and 111L, BSA with BSAD and BOIT 131L or BOIT 132L with OFTC 111L. These are name changes only, not new courses.
- UNM-Valencia: change in course numbers to match UNM main campus; ECON 200 and 201 are replaced with ECON 105 and 106.
- UNM-Los Alamos: change in course numbers to match UNM main campus; ECON 200 and 201 are replaced with ECON 105 and 106. Principles of Accounting I (Financial) numbers were changed to duplicate those for UNM-Valencia.

SIPI distributed a copy of a syllabus for principles of finance

Dine College distributed copies of syllabi for BUS 272, Marketing, and for Principles of Management.

UNM may be changing the numbers for its Economics courses.

Some questions were raised regarding the matrix:

- Should there be common course descriptions? Probably not. The core competencies are the same but courses may otherwise be different.
- Should there be bylaws and/or guidelines governing changes in the matrix?

UNM Gallup is interested in adding Human Relations/Organizational Behavior to the matrix. It was reported that this idea was considered in the early years of the matrix but there was too much variety among the courses for agreement on transferability.

Ethics in the curriculum

Garrey Carruthers raised questions about where ethics is best covered in the curriculum. Should ethical issues be covered in each class or should there be a separate ethics course? Laurie Schatzberg noted that UNM has an ethics class and also includes ethics modules in a number of classes. It was also reported that texts in many disciplines include chapters on ethics and that some associates degrees require a philosophy class. One possibility is to incorporate ethics in the core competencies.

More discussion took place on the role of ethics in courses. The group decided to continue this discussion at another time.

Discussion of core competencies

The extent to which the core competencies must be covered for inclusion of courses in the matrix was discussed and it was suggested that ethics and ethical issues could be included in those competencies. It was agreed that 75% coverage of the core competencies is sufficient for inclusion of courses in the matrix.

A number of relatively minor changes were made in the core competencies. Linda Baldwin agreed to revise the competencies for Principles of Management and Jack Kant will do the same for Business Statistics.

Transfer module

Copies of the existing transfer module were circulated in order to discuss whether we need a common set of courses or whether the transfer module can include some business electives that would vary by institution. We currently have agreement on the transferability of 21 credits in the business core (Part II). All institutions except UNM are in agreement on an additional 3 credits (Principles of Accounting II). In Part III we have three additional courses that are either business core requirements at the four year schools or electives. There are two additional courses that are electives at four of the six schools.

To achieve a complete 30 credit module, the remaining six credits could be specified lower division classes common to the 2 year and 4 year schools. Loi Carlson, CNM, suggested we might have a subcommittee work on this, as four year schools have to be comfortable with the classes they accept. Garrey Carruthers thinks a carefully crafted list from which students select six credits is workable. Laurie Schatzberg suggested that the six credits should focus on competencies. Four year schools should be able to justify that the upper division competencies are different from lower division competencies.

Garrey Carruthers noted that the transfer module should be dynamic and that we might consider other additions such as calculus or ethics.

It was agreed that UNM should be given an opportunity to address their issues so that we can move closer to a fully accepted 65 credit module combining the general education core and the business module. (UNM also needs to involve Economics in our discussions since they are not part of the Anderson Schools.) Cindy Rooney of UNM-Los Alamos, Robert Guthrie of New Mexico Junior College and Susie Cutler of Central New Mexico Community College agreed to work with UNM on these issues as needed.

It was also agreed that we should go forward with the transfer module with an asterisk indicating that Principles of Accounting II is not transferable to UNM. In Part III, students should be told to pick only two courses as only two will be accepted toward a degree.

Doug Coyner, San Juan College, mentioned the need for transfer course guides, noting that Highlands and ENMU are transfer-friendly for SJC students.

Development of a charter for the group.

The group agreed to the suggestion to formulate a charter to provide newcomers with information about the history of the group and would provide all of us with written procedures.

Volunteers to draft a charter are Robert Guthrie, Jack Kant, Kathy Brook and Garrey Carruthers. Items addressed in the charter will include: selection and terms of 2 year and 4 year co-chairs, rotation of meeting location between 2 and 4 year schools, frequency of meetings, size of the core, and voting structure. Consensus is the main approach of the group although 2 year and 4 year schools can't tell each other what to do.

Next meeting

The spring meeting will likely be held Friday and Saturday the second week in April because the first weekend in April is Easter. Santa Fe Community College may be able to host the meeting.

Special thanks to the faculty and staff of the Anderson Schools for hosting this meeting and to Susie Cutler who agreed to take on the task of maintaining the matrix. Thanks also to Loi Carlson of CNM for her years of service to the group including maintaining the matrix.

Recorded by Kathy Brook, NMSU.