

**Minutes**  
**Business Articulation Committee**  
**March 15, 2003**  
**Business Complex, Room 102**  
**New Mexico State University**  
**Las Cruces, NM**

The meeting began with a welcome from Danny Arnold, chair, and introductions of the participants.

**Update of the Business Matrix: Danny Arnold**

We began with an update of the matrix dated January 2002. An issue that was raised but not resolved was whether we should expand the matrix to include related areas such as Hotel, Restaurant and Tourism Management.

ENMU: deletion of CIS 195 (Introduction to Business Information Systems)

NMSU - Carlsbad: replacement of BA 104 with BUSA 211 (Intro to Business)

NMSU-Dona Ana: addition of ECON 252 (Principles of Economics-Micro) and ACCT 251 (Principles of Accounting II)

San Juan College: replacement of MATH 251 with BADM 212

There was a discussion of the fact that the Math Department at UNM rejects most statistics courses for transfer and that this conflicts with the agreement of the math articulation council. Most of these courses are accepted by UNM as equivalent to their MATH 145.

**Common Numbering System:** It was noted that the Colorado CHE mandated a common numbering system and that Texas has likewise. Tom Root said that NM CHE does not see this as a particularly good investment. A lot of resources are consumed in developing a common system and at some institutions there is a particular meaning attached to the individual digits in a course number. It was agreed that this would be brought up for further discussion in the business meeting.

**Update from the Commission on Higher Education: Tom Root**

Tom Root provided an update on the CHE. He reported that Bruce Hamlett has returned to California and that Liz Jenkins is the interim director. Tom provided a hand-out titled "A General Discussion of Formula Changes". The instructional component of the old formula was driven by enrollment (student credit hours) and was based on discipline, cost of instruction, time of year, and location of courses. It was a model for the rest of the country but was complex and lacked flexibility. In February 2002 a Blue Ribbon Task Force was appointed to develop a formula more responsive to institutional needs with incentives for collaboration and attention to state work force needs.

The G (general) component of the old formula provided for academic support (such as the library), student services and maintenance. It was predictable and provided protection against major enrollment fluctuations. It promoted competition rather than collaboration and ignored year round instruction and off campus programs. It also did not focus on state priorities.

All recommendations by the task force were approved by the commission and those recommendations were incorporated into House Bill 2, which was accepted by the Governor. It provides for a “base plus” approach. The base is last year’s appropriation. Adjustments to the base reflect the compensation recommendation from CHE, workload change, and mandatory cost increases such as utilities.

There are now three cost levels (low, medium and high) and three instructional levels. To reach a new base the institution must grow by more than 3%. An institution loses base if student credit hours fall by more than 5%.

There will be relatively minor amounts available as incentive funds.

- Program development and enhancement: This year there is \$1.6 million for nursing and \$1.4 million for teacher education. These funds are disbursed to institutions through a competitive process.
- Performance funds to encourage setting and meeting institutional outcomes: These are funded at 2% of the I&G funding request and involve an institutional RFP. The allocation is based on negotiation.
- Incentive matching funds: These include faculty endowment funds for endowed chairs, work force development funds to community colleges and a technical enhancement fund targeting tech transfer and the research universities.

**House Bill 2/Senate Bill 655** About \$644 million has been allocated for higher education, up 6.6% from last year. There is also a 5% cut in research and public service items not established in law. Funding is included for summer student credit hours; there is a tuition credit of 5.6% for the universities and 38% for non-residents at community colleges. Tuition waiver programs are eroding by 6%. These include non-resident athletes, graduate assistants, and the 135 mile waiver.

### **CIS Transfer Module**

Tom Root has a draft of the CIS transfer module but there are still some questions to be resolved.

### **Survival Tips for Administrators:** Danny Arnold

Danny Arnold, who will be leaving NMSU to become dean at Frostburg State University in Maryland, offered advice to administrators. His points included developing an exit strategy early, being fair and ethical, trusting your instincts, and the benefits of becoming involved with deans associations and the accrediting agency. He cautioned concerning

the loss of control of one's own time and advised recovering gracefully from mistakes and not fighting with those "who can kill you".

### **Addressing Barriers to Transfer** (break out session)

We need to do a better job of getting the word out about transfer. This might be accomplished by developing transfer guides specific to the individual community college. It also might be useful to have guidelines concerning the acceptance of courses into the matrix and to include the matrix in catalogs. Another suggestion was writing a personal letter to graduates of business programs and providing them with the name of a person to contact for more information.

### **Assessment: How Do We Do It? How Could We Improve It?**

ENMU uses a national test in which the instructor can identify key elements. It is administered in class, every semester to every student – soon to be changed to once per year per course. In addition 10% of the grade in the capstone course involves assessment.

UNM has an entrance exam, a capstone course, and a portfolio analysis. A random sample of class assignments goes to a faculty assessment committee

### **Business Meeting**

It was agreed that the group would meet once per year in the spring. Specialty groups could meet in the fall as needed. This would be facilitated by developing a list of special interest groups with a chair. These groups could then create course guidelines.

ENMU graciously volunteered to host the next meeting in Portales.

Possible topics for the next meeting: process for adding to the matrix; inclusion of a business ethics course in the matrix; CIS matrix of courses. Tom Root will send the CIS module to everyone on the articulation committee list requesting a two week turn around and then will seek formal adoption from the CHE articulation committee.