

Minutes
New Mexico Business Articulation Committee
March 4-5, 2005
Western New Mexico University
Silver City, New Mexico

Present: Frank Aguirre (NMSU-Alamogordo), Linda Baldwin (WNMU), Wilfred Beaupre (SIPI), Kathy Brook (NMSU), Stephen Burd (UNM), Becky Carruthers (Clovis Community College), Garrey Carruthers (NMSU), Doug Coyner (SJC), Terri Garvey (NMMI), Bobbie Green (NMSU), Robert Guthrie (NMJC), Curtis Hayes (WNMU), Arley Howard (WNMU), Jack Kant (SJC), Absar Khan (UNM-G), Kooros Maskooki (WNMU), Irene Meares (WNMU), George Muncrief (WNMU), Kim Seifert (DABCC), Gene Smith (ENMU), Tina Sullivan (NMSU-Carlsbad), Jose Villareal, Jr. (ENMU), Lee Weyant (ENMU)

Campuses not represented: New Mexico Tech, Dine College, ENMU-Roswell, Luna Community College, Mesa Lands Community College, NMSU-Grants, Northern New Mexico Community College, Santa Fe Community College, TVI-Albuquerque, UNM-Los Alamos, UNM-Valencia.

The meeting was convened at 2:15 p.m. in Light Hall on the WNMU campus by Wilfred Beaupre and Garrey Carruthers, co-chairs.

Update of the Matrix

UNM indicated that STAT 345 is acceptable for the statistics requirement there, though few students are likely to take the course.

WNMU has changed the course number for introduction to business information systems from CMPS 100 to CMPS 111.

NMSU Alamogordo asked that OEBU 110, which is already approved for NMSU-Dona Ana, be added as an alternative to BUSA 111.

UNM-Gallup presented a proposal that their Principles of Management be added to the matrix. Copies of the syllabus were distributed at the meeting. After some discussion, it was decided to consider approval the following day to allow those in attendance to review the syllabus.

CHE Articulation Task Force Report/Common Course Numbering

Kathy Brook and Wilfred Beaupre, who have attended three meetings between them of the CHE Articulation Task Force, reported on the activities of the task force, the most important of which is legislation concerning the general education transfer module and the business module.

Kathy reported that the task force would not support the Business Articulation Committee's plan to move to a four digit course number. This led to a discussion of how we would handle the crosswalk that the state would require under the proposed legislation. There was extensive discussion during which the WNMU registrar noted the sorting problems generated when the second digit of the course number is the number of credits. It was then decided to make the first digit represent the year, the second and third numbers the course number and the fourth number could either be "0" or the number of credits for the course. (Placing course credits at the end would make the sorting process more rational for registrars.)

The group then reviewed our common course names and numbers with modifications to those agreed to at the last meeting:

Principles of Accounting (Financial)	ACCT 2010
Principles of Accounting (Managerial)	ACCT 2020
Intermediate Accounting	ACCT 2030
Introduction to Business	BUSA 1010
Introduction to Business Information Systems	BCIS 1010

Business Law I	BLAW 2010/3010
Business Law II	BLAW 2020/3020
Macroeconomic Principles	ECON 2010
Microeconomic Principles	ECON 2020
Principles of Finance	BFIN 2010/3010
Principles of Management	MGMT 2010
Principles of Marketing	MKTG 2010/3010
Statistics	STAT 2010

A motion to approve the above listing of titles and course numbers was approved unanimously. Campuses which can use the full four digits will do so; those limited to a three digit number will use the first three of the four digits.

In the discussion, the possibility of adding separate columns for Computer Literacy and for Legal Environment of Business was raised. It was agreed that this issue would be deferred until at least the fall. At the current time, the matrix places Computer Literacy courses in the same column as Introduction to Business Information Systems. Similarly, Legal Environment of Business courses are placed in the same column as Business Law I.

The issue of courses taught at the 200 level at the community colleges and at the 300 level at four year institutions was discussed. These could be numbered at the 200 level for the former and the 300 level for the latter. (In the case of Principles of Finance, at least one two year institution has prerequisites for the course so that it is taken only during the last semester of the associates program. Less than half of the students who graduate with an AA degree at that school take Principles of Finance.)

Memorandum of Agreement

At the fall meeting it had been agreed that we would sign a memorandum of understanding at the spring meeting concerning the common numbering and titles. Garrey Carruthers suggested that we wait to see if the legislation passes and is signed by the Governor. The MOA would then cite the legislation.

Update of the Matrix (continued from the previous day)

A motion to add MGT 2010, Principles of Management, at UNM-Gallup to the matrix was approved unanimously.

Reports on Discipline Subcommittees

Kathy Brook distributed copies of the core competency statements that she has received, including accounting, introduction to business information systems, introduction to business, economics, and finance. The business law statements are in good shape but were not available for distribution. Jack Kant reported that he has received limited feed back on statistics. The marketing subcommittee has not yet been convened.

The CIS group held a break-out session and proposed changing the common title of the introductory course to Introduction to Computer and Business Applications. This motion passed unanimously. In addition, there was further discussion of the possibility of adding a computer literacy course to the matrix because the computer literacy competencies do not match the BCIS competencies. We will need to get feedback from the campuses on this issue.

The Accounting group also met in a break out session. They are still polishing the competencies for their three courses.

It was agreed that it is desirable to have a template for the core competencies, including the common number and title and the names of the co-chairs of the groups. Tina Sullivan graciously offered to develop the template.

It was noted that the list of economics competencies circulated by Kathy may not be the final list. Kathy will follow up on this.

CIS Transfer Module

A motion to table the CIS transfer module passed unanimously.

Business Meeting

Discipline groups and competencies: Tina Sullivan will provide a template to Kathy Brook by March 15. Kathy will distribute the template to the chairs of the discipline groups who will complete the form and return it to Kathy by April 22. Complete sets of the competencies will be distributed to the mailing list for the Business Articulation Committee by May 6. Comments should be submitted to the chairs of the discipline groups no later than September 1, 2005.

This spring Kathy will work on updating the mailing list and Garrey Carruthers will contact institutions that have not been represented at these meetings.

It was agreed that the next meeting would be held at New Mexico Military Institute in Roswell on the afternoon of September 30 and the morning of October 1.

Agenda items for the fall meeting:

- Memorandum of agreement concerning common course numbers and titles;
- Core competencies for the courses in the matrix, including correspondence with ACBSP standards and national criteria;
- Business transfer module
- Addition of columns to the transfer matrix

Thanks were given to WNMU and especially Linda Baldwin for providing facilities for the meeting as well as dinner, breakfast and snacks.

The meeting was adjourned at 10:15 a.m.

Recorded by Kathy Brook, NMSU.