**Welcome and Introductions: Garrey Carruthers, Dean**

Dean Carruthers asked each of the college ambassadors to introduce her/himself and to identify his/her major and hometown.

Ann Morgan was introduced as the new program manager for the Domenici Project. She noted that the Domenici conference in September will be free to students and she encouraged faculty to offer credit to students who participate.

Doris Rios has joined the staff as a secretary in the Finance Department.

New faculty members are Dan Mundfrom (Statistics), Mihai Niculescu (Marketing), and Michael Banks (Management).

**Announcements and Updates: Garrey Carruthers**

Dean Carruthers reported on the recently released Forbes rankings of universities which place us at 193 out of the 600 schools ranked. This puts us ahead of NM Tech and UNM in a rating system that emphasizes input from students and value added.

Peyton Yates will be returning as the college’s executive in residence and is eager to work with classes, including sitting in classes and joining the dialogue. Please let Sharon Jones know if you are interested in using his time this semester.

SCH in the college and in most of the departments are up so far this semester with the growth being led by the graduate programs. Upper division SCH are up some but lower division is currently down.

Dean Carruthers noted that the latest state budget estimates show a shortfall of about $700 million over a two year period and that a special session is coming soon. In light of anticipated cuts in I&G and research and public service projects, we will need to be creative in meeting the challenges. Faculty and staff responded positively to the prospect of a college meeting to discuss options after the special session has occurred.

Because some people have greeted the weekly activity reports with restrained enthusiasm, there was discussion of alternatives. Those who are least enthusiastic were reminded of the existence of a delete key. The dean’s goal is to make information available and this may be more important with the developing budget situation. There will be no change in the timing of the report.

The Domenici conference is scheduled for September 16-17 with some outstanding speakers including Janet Napolitano, Secretary of Homeland Security; David Walker, former director of GAO; Heather Wilson, former NM Congressperson; and, of course, Senator Domenici.
Pat Gavin announced the availability of one-on-one golf lessons for faculty, their families and college ambassadors.

**Assessment: Sherry Mills, college assessment coordinator**

Sherry Mills began by acknowledging the efforts of at least 37 people who have recently been assisting with the assessment process in the college including the Undergraduate, Graduate, and Assurance of Learning Committees. The BBA and MBA learning goals have been revised and the Undergraduate Committee will be reviewing in the fall the alignment of the curriculum with the learning goals. The Graduate Committee will need to address the quantitative performance of students along with other issues.

A major topic of her presentation was the need to communicate learning goals through course syllabi, a subject that has also been addressed by the Undergraduate Committee. If a course, especially a core course, is covering an objective, faculty are asked to state the objective explicitly in the syllabus.

This discussion brought forth comments on the statewide learning objectives which are part of our statewide articulation process and the need to include them in the syllabus as well.

At both the MBA and BBA levels there is need for discussion about the ethics learning objective.

(Sherry’s hand-outs are part of the web version of these minutes.)

**Committee Action Items:**

- **Budget, Bylaws and Policy Review Committee:** ITV Policy and Committee Elections/Appointments

  Jennifer Kreie, chair, presented the ITV policy change proposed by the committee (see the web version of these minutes). The proposal had been circulated prior to convocation and was approved.

  The proposed bylaws amendment concerning the timing of committee elections and the P&T process was also approved. (See the web version of the minutes for details.)

  The faculty agreed to go forward with election of college P&T representatives from Accounting and Information Systems, Economics and International Business and from the College faculty rather than waiting until the first full week of classes. A paper ballot was distributed resulting in the elections of Ed Scribner, Doug Gegax, and Van Bullock. In the course of the discussions questions were raised about why we list all full professors on the ballot and the conduct of run-off elections when there is a large number of candidates from a department.

- **Graduate Committee: Structure of BA 590**

  As outgoing chair, Rick Adkisson reported that the Graduate Committee drafted guidelines concerning the structure of BA 590 to provide consistency in the course as the number of faculty involved has grown and as the course has been a major source of assessment data. The guidelines were distributed prior to convocation as part of the Committee’s report.
<table>
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<tr>
<th>Brief Committee Reports</th>
<th>Terry Adler, chair, noted that the committee worked last year on learning goals and performance criteria and will be discussing goal 3 (integration) during the coming year. It is possible that integration will be replaced with a goal concerning disciplinary competence. The committee will be focusing on closing the loop and changing the curriculum as needed. The statewide articulation matrix also needs to be addressed as it contains about 13 courses which are articulated across the two and four year institutions. Dean Carruthers suggested that we take the lead in assessing the statewide learning objectives, since we have not received guidance from HED. In this context there was discussion of the swirling phenomenon where NMSU students enroll on multiple campuses and the unsustainable growth that has occurred at some of the community colleges.</th>
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<td>Undergraduate Committee</td>
<td>Greg Roth, outgoing chair, noted that the report of the Assurance of Learning Committee has been distributed and contains an executive summary. (See web version of the minutes.) Greg reported that there was a change in the distribution of tasks across the college after the Liz Fletcher workshop and Sherry Mills’ appointment as assessment coordinator. David Boje provided a brief summary of the 160 responses to the student satisfaction survey conducted in the spring. The majority of respondents were freshmen and advising was identified as an area for improvement. A few questions were asked about the website and some students indicated lack of awareness of the website. Pookie Sautter is hoping to distribute responses by major to the departments. Communication challenges were discussed including the possibility of making use of social networking tools. Renee Brown noted that there is a YouTube channel for the college and that a webcam has been provided to the college by University Communications to assist us in improving our web presence.</td>
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<td>Assurance of Learning</td>
<td>Ken Martin, chair of the P&amp;T Committee referred to the need to make further adjustments in the college P&amp;T guidelines to mirror the university guidelines. The proposal to remove item 8 referring to annual letters and vote counts was approved.</td>
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<td>Student Recruitment and Retention</td>
<td>Reference: Section 5.2 Core Document (page 9) The College P&amp;T Committee recommends that Item #8, which reads, “Annual letters and vote counts from departmental P&amp;T committee regarding retention” be removed from the list of items included in the Core Document, and the subsequent items be re-numbered accordingly.</td>
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<td>Promotion &amp; Tenure</td>
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**Faculty Council**

Rationale:

1. The Core Document is the document that is ultimately sent to the provost for consideration of promotion and/or tenure. As such, the list of items to be included in the Core Document should be consistent with University P&T Guidelines. The departmental guidelines are already consistent with University Guidelines.

2. In addition, it should be noted that the item #3 in the Core Document includes “any written documentation generated throughout the promotion and tenure process, including any numerical vote counts of the promotion and tenure committee(s).” Therefore, the department’s vote on promotion and/or tenure and its letter to the department head are, in fact, included in the Core Document.

3. Finally, it should be noted that the annual letters referred to in item #8 are not considered part of the department head’s annual performance evaluation (see University P&T Guidelines section 5.90.5.3), and so are not included in item #7 of the Core Document regarding the annual performance evaluations.

It was also agreed that elections of the College P&T Committee members would occur within the first two weeks of the fall semester of each year.

For Faculty Council, outgoing chair David Daniel summarized activities including distribution of faculty development funds and providing advice on faculty awards and filling the Fulton Chair as well as two endowed professorships.

**Strategic Planning**

For Strategic Planning, Bill Smith reported on the revision of the college mission statement, including its review by the Business Advisory Council and the spring convocation.

**New Business/Domenici Building**

Michael Rickenbaker, university architect and director of facilities planning and construction, provided an overview of current and upcoming projects. Gardiner Hall will have classrooms back on line in the spring and a wayfinding pilot project has been started with new signage inside and in the vicinity of Zuhl Library. The Arts Complex at University and Espina will involve about $37 million in expenditures of which $12 million will be private funds. The building will serve the university in general and the community and will contain a theater and rehearsal space. Construction of the Arts Complex will begin in about a year.

The Business/Domenici/ NMSU Institute for Public Policy building will involve a capital outlay request of about $30 million and will provide classroom space as well as offices for about 20 business faculty and a number of graduate students. College of Business faculty and staff will have many opportunities to participate in the planning process.

**Football Season: Coach**

Coach Walker along with his assistant Juan Lozano visited the College to
| **Dewayne Walker** | Discuss the upcoming season. In addition to plans for a more balanced offense and more traditional defense, the coach discussed the monitoring of academic performance in athletics and suggested that we might be interested in having James Hall visit the college to discuss the Athletics Department’s academic focus in more detail. |
| **Safety Issues: Chief Jamie Chavez** | Accompanied by Deputy Chief Stephen Lopez, Chief Chavez noted that the growth of Las Cruces has brought more crime to the NMSU campus. In response to Dean Carruthers’ request for advice in dealing with stalking situations, he indicated that those employees with potential problems should share information with their co-workers in order to enlist their help. He suggested that when a visitor seeks information about the physical location of an employee, we call the person first to determine whether it is okay to reveal their location. A related complex problem occurs when a student has a restraining order on another student in the same class.  

The chief also recommended paying attention to the natural order on the campus as a way of identifying suspicious behavior – such as people loitering in parking lots.  

Steve Lopez described the cell phone recycling program that will be started soon to provide cell phones that can call only 911. Phones, batteries and chargers will be collected.  

Recording your cell phone number in the employee data system will allow you to receive emergency text messages from the university by phone. These can be delivered faster than email.  

If you hear of someone who is being abused, you should try to send them to the Police Department or to Angela Arvizu.  

It was agreed that there is an interest in a gun shot experiment, similar to the one conducted in Hadley Hall. |
| **President Pacheco** | Interim President Pacheco visited the convocation offering his thoughts on NMSU, which he believes to be a much better university than many people are aware of. He, too, referenced the Forbes rankings and argued that we should be looking at valued added and amount of student debt incurred, factors considered in the survey. He noted that he has established an Office of Engagement through which NMSU will offer its services to the state and cited the opportunity to bring in foundation funds to support this effort. He has concluded that NMSU’s structure is among the leanest he knows among universities. |
| **Ricardo Rel, Asst VP for Government Affairs** | Ricardo Rel provided some perspective on the upcoming special session indicating that tax increases are apparently “off the table.” In the session it will be necessary to address the deficit from last fiscal year and the projected deficit for the current fiscal year, and to prepare for possible deficits next fiscal year. |
| **College Budget Issues** | Kathy Brook followed up with a discussion of the current budget situation for the college noting that we have very limited salary savings this year and that |
the college’s operating budget was cut by 2.5% for the current year. The decrease in the operating budget has resulted in a 5.27% decrease in the operating budgets of the dean’s office, the golf management program, the computer lab, and the academic departments because GA funds were not cut. The summer/DE/Weekend college budget has been cut by the same percentage.

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<th>Student Enrollment Issues</th>
<th>Kathy Brook asked for assistance from the faculty in ensuring that students who are attending classes are enrolled and students who are not attending are withdrawn. Retroactive changes in enrollments are very time consuming and costly to the university in terms of forgiveness of bad debt and accuracy of data reported to HED. We need to make sure that students are aware of deadlines and held responsible for adhering to those deadlines.</th>
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<td>Adjournment to Reception</td>
<td>Immediately following the convocation, faculty and staff were invited to the wine and cheese reception at which faculty award winners for 2008-09 were celebrated.</td>
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