### Welcome and Introductions: Dean Carruthers

The following new faculty and staff members were introduced: **John Shonk** (Advising, MBA Office), **Debra Cardinali** (Advising, undergraduate), **Josh Salmon** (PGA golf management program), **Comfort Rickets** (Economics) and **Noelia Paez** (Economics; in absentia while moving to Las Cruces). In addition, Dean Carruthers asked the CoB **Ambassadors** to introduce themselves.

### Inauguration Events: Jolie Tixier, Director of Presidential Events

Jolie Tixier provided an overview of inauguration activities for the week, including the convocation/inauguration followed by lunch in the Aggie Underground, the Gallery of Presidents, a “meet and greet” in Hadley Hall, a discussion of international issues, the choir and cupcakes, and an aerial photo of students at the football stadium.

### Dean’s Update: Garrey Carruthers

Dean Carruthers noted that the **Domenici public policy conference** is scheduled for September 1-2. Topics include financial reform, immigration, and national security. Among the speakers are Senator Kay Bailey Huthison, Karl Rove, and former Senator Sam Nunn, with Sam Donaldson moderating a discussion with Senator Domenici.

### Budget Update: Jennifer Taylor, Senior VP

Jennifer Taylor provided an overview of the evolution of the state’s appropriations to NMSU starting from a year ago. Funding is down from $211 million last year to $187 million following the most recent reductions by the Governor. Jennifer’s personal goal is to maintain a stable budget once we receive the amount of funding; that is, she wants to avoid budget adjustments during the year.

NMSU’s approach to budget reductions has involved a combination of tuition increases and cost reductions. Administrative expenses were reduced first by more than twice the overall target with funds being put aside in anticipation of mid-year cuts from the state.

In addition, President Couture is appointing an Efficiency and Effectiveness Task Force chaired by Dean Carruthers.

Questions to Jennifer concerned the athletics budget, the possibility that our contingency funds would encourage further budget cuts, changes in formula funding, and possible revenue generation from water resources.

Dean Carruthers noted that CoB currently has seven vacant faculty lines for which we do not have funding. We have received back one funded line for Economics.

### Dean’s Update (Continued)

This summer nine **Daniels fellows** were employed through the Daniels Fund Ethics Initiative. Seven of the fellows were from CoB.

The Efficiency and Effectiveness Committee will have 15 members some of whom are faculty members. Dean Carruthers continues to be interested in raising admissions standards.

The department heads during the summer discussed the possibility of changing the timing of college convocations so that they would be held on the second day back following department meetings on the first day. We
**Provost’s Update: Wendy Wilkins**

New Provost Wendy Wilkins began her comments with the observation that NMSU faculty members have relatively large work loads and relatively low pay. She noted that her “philosophy of administration” is that she likes to talk through issues. In response to questions, she indicated that she prefers to work with dollar amounts rather than with faculty lines and that she would like shared governance to focus on the issues that are important for faculty involvement. Issues she will be looking at include sending lower division courses to the community colleges and seeing improvements in each unit with each hiring decision it makes.

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**Graduate Committee**

**Action Items – Tom McGuckin**

Kathy Brook provided some comments concerning the status of admissions to the MBA program: (1) In the past students have been admitted contingent on making a sufficient score on the GMAT. This created a challenge in following up to ensure they completed the GMAT in a timely manner. (2) Graduate Student Services sends students an admissions letter that includes a statement if there are special conditions of admission but the letter does not specify what the special condition is. This has placed the burden on the MBA program to communicate separately with students about the GMAT requirement, a challenge in a large and growing program. (3) The existing criteria for admission to the program are now being enforced at the time of admission with very limited exceptions. (4) Prerequisites for specific MBA courses are now being enforced electronically through Banner. (5) The data collected about our MBA students raise questions about the role of GMAT scores in predicting performance in the MBA program.

Tom McGuckin, chair of the committee, took the convocation through a series of options concerning the MBA program. The following change in MBA admissions requirements was approved:

- GPA greater than or equal to 3.5 or
- (GPA x 200) + GMAT greater than or equal to 1050 or
- a graduate degree from an institution with AACSB or ACBSP accreditation or
- GPA greater than or equal to 3.25 and four years of full-time professional experience.

With respect to background knowledge for the MBA, a motion was approved that the body of knowledge (known in the catalog as background knowledge, aka prerequisites) is required before entry into MBA courses or must be demonstrated by passing subject matter tests. Deficiencies must be corrected by the end of the first year.

Finally, a proposal to change BA 590 as follows was approved:

- BA 590 will focus on a business plan
- There will be four prerequisite courses (ACCT 503, MKTG 503, BLAW 502, FIN 503)
- Required topics will be included in the core classes leading to BA 590

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**Undergraduate Committee**

**Report – Terry Adler**

Terry Adler described the survival kit that is available on the college web page ([http://business.nmsu.edu/students/survival-kit](http://business.nmsu.edu/students/survival-kit)) to assist students with communication skills and indicated that he would send out the link.
With respect to closing the loop on writing, the committee has talked with Patti Wojahn in English about best practices for writing and Terry distributed a hand-out from the National Council of Teachers of English (NCTE) discussing issues related to writing.

The committee will consider a suggestion that we incorporate a professionalism/ethics class in the curriculum and a suggestion that we impose standards for email communications with students.

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<tr>
<th>Strategic Planning Committee – Greg Roth</th>
<th>For the committee Greg Roth described the addition to the mission statement of the college’s focus on intellectual contributions, emphasizing discipline-based research, and indicated the committee would be receiving input on this as well as its proposed action items over the next few months.</th>
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<tr>
<td>Proposal to require BCIS 485 as a core course for accounting majors</td>
<td>A motion that accounting majors be required to select BCIS 485 from among MGT 470, MGT 344, and BCIS 485 was approved. The vote followed a discussion of the choice of courses being offered when BUSA 365 was eliminated from the curriculum several years ago. The three courses were selected because they provided opportunities for students to become aware of the integration of business disciplines.</td>
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<td>AACSB maintenance of accreditation—strategic planning and mission review</td>
<td>Pookie Sautter provided a summary of discussions among the department heads during the summer concerning topics related to accreditation, strategic planning and budgeting. The department heads have proposed revised processes for strategic planning and mission review to clarify that the strategic planning process is finalized by the College Executive Council (CEC) after receiving input through the Strategic Planning Committee. Because of the importance of budget in achieving the goals in the college’s strategic plan, the department heads are proposing a change to the college by-laws to replace the Strategic Planning and the Budget, Bylaws and Policy Review Committee with a single committee called the Strategic Management Advisory Committee. With the creation of the new committee, the Faculty Council will be asked to assume responsibility for the bylaws and College policy changes. A motion to change the bylaws as noted in the addendum to these minutes was approved by vote of the faculty.</td>
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<td>Report of the Task Force on Academic Dishonesty – Jennifer Kreie</td>
<td>Jennifer Kreie reported that the task force has created a Blackboard course now available for faculty members. The course contains a variety of materials to assist faculty in limiting academic fraud. In addition, she distributed some ethical scenarios with survey results from 2008 and 2010. More details will be provided in an upcoming workshop.</td>
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<td>P&amp;T Committee Election</td>
<td>A written ballot was provided to elect representatives of the Finance, Management, and Marketing Departments for membership on the college P&amp;T committee: Those elected were Rich Fortin (Finance), Minjoon Jun (Management) and Kelly Tian (Marketing).</td>
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<td>Advising of Students – Kathy Brook</td>
<td>Information relating to syllabi and class management issues has been distributed on the faculty listserv. In addition, an email has been sent encouraging faculty assistance in getting the word out to students about prerequisites (especially for BUSA 421) and the challenges of getting students to read their @nmsu.edu email. The department heads have suggested three different undergraduate</td>
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student listserves, one for academic information, one for job information, and one for student organization information. The suggestion is being implemented.

During the summer we have added to the college web page a DE student handbook (http://business.nmsu.edu/student-services/advising/students) and will soon be adding an MBA handbook with the goal of providing information to address many routine questions from students.

We have also added to the advising portion of the web page, FAQ’s concerning applying for graduation and commencement, registration problems, and degree requirements (http://business.nmsu.edu/student-services/advising/students).

| Announcements – Kathy Brook | Installation of Mediasite in BC 108 is almost complete. It will allow faculty using the room to record video of their lectures. Faculty may also use the room outside of scheduled class times to record video to supplement their classes.

ASNMSU has installed flat screen TV’s in the lobbies of BC and GU. We will have an opportunity to use them for some college information, but have not yet received details on how that will work.

The Microsoft Campus Agreement in which the college participates allows installation of some software on home computers with the provision that this software must be removed when the faculty member is no longer employed by the college. |

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**Addendum**

**Proposed Amendments to the Bylaws**

The relevant sections from the current bylaws are excerpted below with changes noted. Deletions are indicated by strikethroughs; additions by italics; if changes include different placement of existing text, the verbiage is highlighted and a parenthetical note indicates the previous sectional placement.

Article VII

Overview of Committees

Section 1

To facilitate the accomplishment of the Faculty's specified functions, the following Standing Committees will be maintained:

1. Assurance of Learning (previously Assessment)
2. Budget, Bylaws, and Policy Review
3. Faculty Council
4. Graduate
5. Promotion and Tenure
6-5. Strategic Planning Management Advisory Committee
7.6. Undergraduate

Section 2 Budget, Bylaws and Policy Review Committee

1. The Budget, Bylaws and Policy Review Committee shall consist of one faculty member from each Department. The Associate Dean shall serve as an ex-officio member. The Strategic Management Advisory Committee shall be composed of one faculty member (nominated by the departments) from
each of the departments, the Dean and Associate Deans of the College, and a staff representative (selected by the Dean). (previously Section 6.1)

2. The committee shall

a. review the College's annual operating budget and all budget proposals and recommend any needed changes to the Dean;

b. review all budget proposals that flow to the University Budget Committee from the College, and provide a written recommendation to the Dean concerning said budget proposal;

c. periodically review and make recommendations concerning the College’s financial resources;

d. periodically review and make appropriate recommendations concerning the College’s human resources, diversity, and facilities. (previously section 2.2.a - 2.2.d)

e. review and recommend changes to the strategic goals, plan and indicators for the College;

f. ensure that the strategic goals, plan and indicators for the College are consistent with those of the University;

g. solicit and forward input to the committees and administrators who are responsible for various components of the strategic plan, and

h. monitor performance against objectives of the College. (previously section 6.2.a - 6.2.d)

Section 3 Faculty Council

1. The Faculty Council shall consist of two members from each academic department, elected by the respective department members.

2. The Faculty Council shall:

a. review the College's Bylaws annually and recommend any changes to the Dean and Faculty;

b. facilitate the review of twenty percent of the College's Policies annually by appropriate Committees and/or Administrators and recommend any changes to the Faculty. (Previously 2.2.e and 2.2.f)

c. organize Faculty Forums on topics of concern to the faculty and administration of the College of Business;

d. serve as a liaison between the faculty and administration of the College of Business;

e. serve as the academic appeals board within the College of Business;

   i. The Faculty Council will hear any academic appeal that has been forwarded to it through proper procedures (NMSU Student Code of Conduct).

   ii. The subset of the Faculty Council hearing any particular appeal will consist of three of the ten faculty members and two students. None of these five individuals will be from the department from which the appeal originated. The Faculty Council will choose three students from a list of students (provided by the advising center) with a 3.5 or better grade point average. For any particular appeal, the Faculty Council will choose two of these three to hear the appeal.

   iii. The Board shall transmit its recommendation directly to the Dean.

f. promote teaching and research excellence within the undergraduate and graduate programs in the College. In furtherance of this goal, the Faculty Council shall make recommendations to the Dean concerning various College and University teaching, research, and service awards, as well as the allocation of special funds created for the support of faculty activities.

g. serve other functions as assigned by the Dean or the Faculty. (previously 3.2.a – 3.2.e)
Section 6 Strategic Planning Committee

1. The Strategic Planning Committee shall be composed of one faculty member (nominated by the departments) from each of the departments, the Dean and Associate Deans of the College, and a staff representative (selected by the Dean).

2. The Strategic Planning Committee shall:

   a. review and recommend changes to the strategic goals, plan and indicators for the College;
   
   b. ensure that the strategic goals, plan and indicators for the College are consistent with those of the University;
   
   c. solicit and forward input to the committees and administrators who are responsible for various components of the strategic plan, and
   
   d. monitor performance against objectives of the College.

(Note: Section 7 will be renumbered as Section 6)