Minutes
New Mexico Collegiate Business Articulation Consortium
Fall 2012 Meeting
Central New Mexico Community College/University of New Mexico
Albuquerque, NM
October 19-20, 2012
http://business.nmsu.edu/administration/articulation

Present: Dawn Addington (CNM), Harry Anderson (Luna), Peter Anselmo (NMTech), Ali Arshad (NMHU), Kathy Brook (NMSU-LC), Ann Brooks (UNM), Kathleen Finn Brown (SFCC), Nicole Capehart (UNM), Garrey Carruthers (NMSU-LC), Terri Castillo (NMMI), Susan Cook (NMSU-Alamogordo) Jef Cotham (Mesalands), Terry Davis (Clovis), Rob Del Campo (UNM), Susan Cook (NMSU-A), Donna Diller (CNM), Greg Dye (SFCC), Carol Dutchover (ENMU-R), Renée Garcia (Luna), Betty Habiger (NMSU-Grants), Chris Howell (NMJC), Sharon Johns (UNM-Los Alamos), Jon Juarez (DACC), Jack Kant (SJC), Diane Klassen (ENMU-R), Jackie Lamoureux (CNM), John Luhman (ENMU), Kooros Maskooki (WNMU), Marian Matthews (CNM), Kevin McNelis (NMSU-LC), King Mike (Diné), Lorraine Miller (ENMU-R), Jim Nelson (NMSU-LC), Emmanuel Nkwenti (NMHU), Veena Parboteeah (ENMU), Francis Rodriguez (SFCC), Cindy Rooney (UNM-Los Alamos), Monica Sanchez (Clovis), Tammy Seidel, Dale Spencer (NMSU-LC), Jon Strahan (NMSU-Carlsbad), Jeff Wilkins (SIPi), Margaret Young (NMHU)

Institutions not represented: Northern New Mexico College, UNM-Gallup, Mesalands, NMSU-Carlsbad, UNM-Valencia. (Jef Cotham and Jon Strahan represented respectively Mesalands and NMSU-Carlsbad at the Friday session.)

Discipline meetings were held on Friday, October 19, for Finance, Introduction to Business, and Information Systems. The Accounting meeting was held after the general meeting on October 20.

The general meeting was called to order at 9:00 a.m. by Garrey Carruthers, co-chair, and all participants were invited to introduce themselves. Becky Carruthers, co-chair, was not able to attend as the result of a family emergency.

The group was welcomed to Albuquerque by Donna Diller, Associate Dean at CNM, who had attended the Finance subcommittee meeting on Friday and noted that a great deal had been accomplished. She expressed appreciation of the work of the articulation consortium and thanked Dawn Addington and Ann Brooks for their work in organizing the meeting. Robert del Campo, Associate Dean at the Anderson School at UNM, added his welcome, thanking Garrey Carruthers for chairing the group and Ann Brooks for setting up the meeting. He too expressed appreciation for the work done by the group.

Minutes: The minutes of the spring 2012 meeting were approved as circulated with the exception that the final version of the minutes will include the complete attendance list.

Matrix Update:
ENMU: No change.
NMHU: No change.
NMSU: No change.
NM Tech: No change.
UNM: No change.
WNMU: No change.
CNM: ACCT 2133 entry was corrected from ACCT 2101A & ACCT 2101B to ACCT 2101 & 2102.
Clovis: No change.
Diné: No change.
ENMU: Change CIS 185 to CAS 185. The question of how CAS 151 (formerly CIS 151) came to be dropped from the matrix is being researched. (CAS stands for Computer Applications Systems).
Luna: No change.
Mesalands: Not present for the general meeting but present for the discipline meetings.
NMJC: No change.
NMMI: No change.
NMSU-Alamogordo: No change.
NMSU-Carlsbad: Not present for the general meeting but represented yesterday at the discipline meetings.
Doña Ana: No change.
NMSU Grants: No change.
NNMC: Not present.
SJC: No change.
SFCC: No change.
SIPI: A change of ACCT 2113 from ACCT 201 to ACCT 201 & 202 and of ACCT 2123 from ACCT 202 to ACCT 250 is pending review by the accounting subcommittee.
UNM-Gallup: Not present.
UNM-Los Alamos: No change.
UNM-Valencia: Not present.

Transfer Module:
There were no changes to the transfer module but several questions were raised about the impact of the free electives in section 3 of the module. There was a recent agreement in the group to add to the module the number of free electives allowed by the four year institutions. Kathy Brook will follow up on this item.

Other Discussion:
Garrey Carruthers noted that the spring minutes had indicated that one or both of the co-chairs might contact the NM Higher Education Department to discuss with them the progress that has been made on articulation and to offer to testify before interested legislators on this topic. They would also discuss inclusion of the transfer matrix on the HED website. Garrey will follow up on this item and noted that we may be able to share with others our approach to articulation.
Finance:
Monica Sanchez reported for the Finance subcommittee which met on Friday. The subcommittee proposes to change the title of BFIN 2113 from Principles of Finance to Corporate Finance and to add a new column for BFIN 2013, Principles of Finance. The explanation for this proposal is that the learning objectives for BFIN 2113 are focused on the 300-level course commonly taught at four year institutions while most two year institutions are teaching a course with different learning objectives. It is, therefore, anticipated that most of the two year institutions would move their courses to the new column and that schools would teach one or the other of these courses but not both.

Introduction to Finance proposed objectives:

Required:
1. Explain the time value of money and its application in decision making, including calculating present and future values of single payment and series of payments.
2. Identify the major sources of external long-term financing for corporations.
3. Explain risk-return tradeoff as it relates to diversification.
4. Differentiate the role of finance from other related disciplines such as accounting and economics.
5. Demonstrate knowledge of capital markets and securities (debt and equity).
6. Describe basic types of financial ratios and their uses.
7. Demonstrate the ability to prepare cash flows and make qualitative judgments on the relevance of the changes from one time frame to another.

Optional:
1. Personal finance topics such as managing credit and investments.

Discussion of the proposal included questions about whether courses taught only at the two year schools belong in the matrix. It was noted that at an articulation consortium meeting in Socorro several years ago the effort to add a column for a computer skills course was rejected. It was also noted that adding courses to the matrix increases the amount of assessment required, although some schools are already assessing all courses.

Adding the column to the matrix could be useful to advisors who must decide whether two given courses are different enough for it to make sense to count both.

The motion to change the title of BFIN 2113 from Principles of Finance to Corporate Finance was seconded and approved with no opposing votes.

The motion to add a column for BFIN 2013, Introduction to Finance, was also seconded and approved with no opposing votes.

Syllabi for these courses should be brought to the next meeting.

Introduction to Business:
Marian Matthews reported for the group as interim chair. The committee proposed to delete the statement that 75% of the existing learning objectives must be covered for a course to be included in the matrix under BUSA 1113. Instead they propose six required learning objectives and one optional objective as follows:

Required – Students will be able to:
1. Explain how business and entrepreneurship affect the quality of life and the world around us.
2. Explain the characteristics of the different forms of business ownership.
3. Perform basic stakeholder analysis concerning accountability, ethics and social responsibility of business.
4. Demonstrate knowledge of the various dimensions of the business environment including political and legal, socio-cultural, environmental, diversity, economic, technological, and global.
5. Describe the purpose and functions of finance, operations, marketing, management, accounting, and information systems.
6. Demonstrate basic skills such as use of common business terminology, information search skills, presentation and writing skills, and team skills.

Optional – Students will be able to:
1. Describe the purpose and content of a business plan.

In the discussion there was a question about whether each individual item (as in item 4) would need to be assessed. The committee had not addressed that specific issue but was aware of the need to assess. One response was that assessment should not drive the learning objectives and another indicated that it was beyond the capacity of the articulation consortium to get into the details of assessing a particular objective.

The motion to change the learning objectives to those listed above was approved without opposition.

Information Systems
Jon Juarez reported the committee’s goal of asking all institutions to bring their syllabi to the next meeting for review and to submit an assessment report for each course in the matrix. There are divisions in the group over the extent to which BCIS 1113, Introduction to Information Systems, is a computer skills class and the extent to which it is an introduction to business systems. It may be that there are two types of courses. The information systems group would like to have an extended meeting in the spring mediated by someone outside the committee.

Discussion of Next Steps:
Progress on the issues identified at today’s meeting would be facilitated by a password protected web site where materials can be shared. Ann Brooks and Jackie Lamoureux both offered the suggestion of using Drop Box for this purpose. Ann will create a Drop Box available to everyone within the next two weeks.
Several syllabi are on the table, having been rejected by the Information Systems subcommittee. Can the subcommittee’s rejection prevent a course from coming to the general meeting of the consortium? This is an issue that is not clearly resolved from the charter of the organization. The charter does state that each institution gets one vote and that passage of a proposal requires approval from both the two year and the four year groups. Because of the need for agreement from both groups it is crucial to have participation by the four year schools in these discussions.

Garrey Carruthers will assemble a group to look at the charter in a break out session at the spring meeting.

**Plans for the spring 2013 meeting:**
The spring meeting is tentatively planned for April 19-20 in Albuquerque at CNM’s Workforce Training Center at 5600 Eagle Rock Rd. NE.

Schedule of meetings in the spring:
- Information Systems: 1:00-3:00 p.m.
- Finance: 3:00-4:00 p.m.
- Charter amendments: 4:00-5:00 p.m.

The Accounting group does not plan to meet at the next meeting but will present a report.

It was noted that while it is beneficial to the consortium to meet in Albuquerque on a regular basis, it imposes costs on UNM and CNM. There is an interest in discussing ways to share some of this cost (estimated at about $600 per meeting for Anderson; CNM will need to provide information concerning their costs.)

The meeting was adjourned at 10:45 a.m.