
Co-chair Becky Carruthers (Clovis Community College) was unable to attend due to a death in her family. Co-chair Garrey Carruthers (NMSU) was unable to attend due to his commitments as the newly appointed President of NMSU, and sent a message asking that he be replaced as Co-chair. Secretary Kathy Brook was unable to attend due to a family obligation, but sent Liz Ellis as substitute Secretary.

Institutions not represented: Clovis Community College, Dine’ College, Mesalands Community College, New Mexico Military Institute.

Discipline subcommittee meetings were held on Friday, October 4, for Accounting and Economics.


MINUTES OF GENERAL MEETING:

The general meeting was called to order at 8:30 a.m. by Ann Brooks, who explained that in the absence of the regular officers, she would open the meeting and preside until election of a 4-year school Co-chair to complete the term of
Garrey Carruthers. Peter Anselmo, NMT, was introduced and welcomed all attendees to the NMT campus. Attendees then briefly introduced themselves.

Ann Brooks then recognized and thanked the publishers who provided sponsorships to pay for the lunch on the 4th and the breakfast before the general meeting. Sponsorships were provided by Wiley, Cengage, McGraw Hill, Quantum and Pearson. McGraw Hill, Wiley and Cengage all provided book displays during the meeting.

A call for nominations for the 4 Year School Co-chair, to complete the remainder of the current term (until Spring 2014) was made. Janet Buzzard, ENMU, and Ann Brooks, UNM, were nominated. An election by show of hands was held. Ann Brooks was elected to complete the current 4 year school Co-chair term.

**Minutes:** The Chair conducted a review of the changes to the Charter that were included in the minutes. There was discussion of whether there was a need to include vice-chairs to cover contingencies such as the one that occurred at this meeting where none of the regular officers could attend. The consensus was that this had never previously occurred and was not likely to reoccur, so that Vice-chairs were unnecessary. Further, the consensus was that each Co-chair should designate an alternate if they are unable to attend, but it was decided that this did not need to be in the Charter.

There was discussion about the process for submitting syllabi to discipline subcommittees at least 3 months before the general meeting where a course would be considered for inclusion in the matrix. Subcommittees that will not be meeting at the next Consortium meeting should consider any syllabi submitted via email. Special note was made of the participation requirement in the Charter stating that: “Failure to attend two consecutive general sessions will result in the courses at the school being removed from the matrix. Courses must be recertified to be placed on the matrix again.” The minutes of the spring 2013 meeting were approved as circulated.

**Matrix Update:** A call was then made for updates to the course transfer matrix. The following changes were submitted:

- **ENMU:** No change. ENMU will be submitting a course syllabus for a course to be added to the MGMT 2113 column at the next meeting.
- **NMHU:** No change.
- **NMSU:** “Free elective” should be noted in the BFIN2013 column as well as the BFIN2113 column. FIN 206 should be removed from the BFIN2113 column.
- **NIMT:** No change.
- **Northern NM:** No change. NNMC will be submitting a course syllabus for a course to be added to the Introduction to Finance column (BFIN2013) at the next meeting.
- **UNM:** A notation of “Free elective or” should be added to the MKTG 2113 column to indicate that the course may be treated as either a free elective or transfer as MGMT322. The endnote “d” should be removed from the legend at the end of the transfer matrix as it is no longer used.
- **WNMU:** No change.
- **CNM:** No change.
- **Clovis:** Not present for the general meeting.
- **Diné:** Not present for the general meeting.
- **ENMU-Roswell:** No change.
- **Luna CC:** No change.
- **Mesalands CC:** Not present for the general meeting.
- **NMJC:** No change.
NMMI: Not present for the general meeting.
NMSU-Alamogordo: No change.
NMSU-Carlsbad: No change.
Doña Ana: The prefix in the MATH 2313 column that presently appears as “A STAT” should be changed to “A ST”.
NMSU Grants: The prefix in the MKTG 2113 column should be changed from OBEU to BMGT; the course number in the ACCT 2113 column should be changed to ACCT 221, and the course number in the ACCT 2123 column should be changed to ACCT 222.
SJC: No change.
SFCC: No substantive change but the “l” at the end of the course numbers in column ACCT 2133 and MATH 2313 should be removed.
SIPi: No change.
UNM-Gallup: No change.
UNM-Los Alamos: No change.
UNM-Valencia: “MGMT 202 or” should be removed from the ACCT 2113 column.

A comment from the floor was made by George Muncrief, WNMU, to the effect that we need to be sure that all upper-division courses from comprehensive universities are transferable to all 4 year schools. A request was made that this comment be placed in the minutes.

Transfer Module: A call was then made for changes to the Transfer module.
ENMU – change the X in the Principles of Finance column and the Principles of Management Column to a check mark.
No other changes were submitted.

CLEP Credit Subcommittee: Dawn Addington reported that the subcommittee created at the previous spring meeting had not had an opportunity to meet. She indicated that she intends to call the volunteer committee to address the issue of a systematic standardized state-wide approach to CLEP credit for business and economics courses in the near future. Those interested in this project were encouraged to meet with Dawn at the conclusion of the meeting.

Economics Subcommittee: Sue Stockley, the newly elected chair of the economics subcommittee reported that the group had not changed the core competencies but considered that matter settled. The group has begun to discuss assessment and considered a proposal to use the “Test of Understanding in College Economics” produced by the Council on Economic Education and offered online for free. While no consensus was reached on mandatory use of the assessment, it was agreed that those schools which are amenable will use the assessment and share their experiences at the next meeting. It was also agreed that the group will discuss best practices in teaching economics at their next meeting.

Accounting Subcommittee: Ann Brooks was reelected to serve as chair of the accounting subcommittee and reported for the group. The proposal for core competencies in the Accounting courses from the spring 2013 meeting was not fully accepted by some schools, so the group once again reviewed the competencies. The committee is developing new proposals with 4 required competencies for Acct 2113 and slight revisions to Acct 2123 to be reviewed and approved by the accounting subcommittee via email prior to the spring 2014 meeting. The approved competencies will be presented to the general meeting for vote at the spring 2014 meeting.

Plans for the Spring 2014 meetings: The meeting had been tentatively scheduled for April 18-19 in Albuquerque but that is Easter weekend so it was agreed that another date should be selected. It was M/S/P that the meeting be held on
April 11-12. The location remains the same – Albuquerque, hosted by CNM/UNM. It was also discussed that the subcommittee meetings need to be 2 hours long and that the meetings this fall were much more productive with the longer meeting time. It was agreed that the two disciplines still using the “75%” of competencies, Marketing and Management, should meet to discuss whether it would be possible to identify a core group of competencies that were covered at all schools on the matrix for that discipline so that transference schools would have assurance of some level of common learning outcomes from all courses. It was also agreed that the Information Systems subcommittee would meet after the general meeting on Saturday of the Spring meeting.

Tentative Schedule of subcommittee meetings in the spring:
- Management: Friday, 1:00-3:00 p.m.
- Marketing: Friday, 3:00-5:00 p.m.
- Information Systems: Saturday, immediately following adjournment of the general session

Although the Accounting subcommittee will not meet in the spring, Ann reminded subcommittee members to circulate to their faculty the proposal that had been drafted and to send their school’s representative to the spring meeting ready to vote on the proposal.

Ann Brooks announced that due to security concerns, she had not yet identified a file sharing application that UNM was willing to host. Jon Juarez agreed to continue seeking an application such as Sky Drive for sharing of Consortium materials.

Ann Brook suggested that the organization’s members should be thinking of ways to recognize and honor Garrey Carruthers for his many years as Co-chair of the organization and his continued support for state-wide articulation. Ann Brooks and Becky Carruthers will email the group in early 2014 for ideas.

The meeting was adjourned at 9:54 a.m.