Minutes
New Mexico Collegiate Business Articulation Consortium
General Meeting
September 27, 2014
CNM Albuquerque, NM
http://business.nmsu.edu/administration/articulation


Attendance at Economics Subcommittee, September 26, 2014: Ali Arshad (NMHU), Carrie Baldwin (NMSU-Alamogordo), Larry Blank (NMSU), Kathleen Brown (SFCC), Becky Carruthers (Clovis), Terri Castillo (NMMI), Steve Chavez (WNMU), Doug Coyner (SJC), Michael Fields (NMSU-Grants), Juanita Fraley (Diné), Dolores Gutierrez (Luna), Chris Howell (NMJC), Jee Hwang (NNMC), Diane Klassen (ENMU-Roswell), Robin Kuykendall (Clovis), Michael McKittrick (SFCC), Elaine Ortega (Luna), Geraldine Romero (Luna), Sue Stockly (ENMU), Jon Strahan (NMSU-Carlsbad), Arlene Supple (Mesalands), Ben Widner (NMSU), Jeff Wilkins (SIPI), Bart Womack (SJC).

Attendance at Syllabus Discussion, September 26, 2014: Dawn Addington (CNM), Ali Arshad (NMHU), Carrie Baldwin (NMSU-Alamogordo), Larry Blank (NMSU), Kathy Brook (NMSU), Ann Brooks (UNM), Kathleen Brown (SFCC), Becky Carruthers (Clovis), Terri Castillo (NMMI), Steve Chavez (WNMU), Doug Coyner (SJC), Carol DeWitt (CNM), Michael Fields (NMSU-Grants), Juanita Fraley (Diné), Jee Hwang (NNMC), Jean-Marc Gandonou (ENMU), Jim Hoffman (NMSU), Jon Juarez (DACC), Jack Kant (SJC), Diane Klassen (ENMU-Roswell), Michael Maloney (SJC), Michael McKittrick (SFCC), Jim Nelson (NMSU), Emmanuel Nkwenti (NMSU), Kalynn Pirkl (CNM), Sue Stockly (ENMU), Jon Strahan (NMSU-Carlsbad), Arlene Supple (Mesalands), Ben Widner (NMSU), Jeff Wilkins (SIPI).

Welcome and Introductions: The meeting was called to order at 8:30 a.m. by co-chairs Becky Carruthers (Clovis) and Ann Brooks (UNM) with thanks to Dawn Addington for the arrangements of space at CNM. The publishers who provided refreshments for the meeting were introduced and given an opportunity to make a few comments. McGraw Hill is developing more personalized adaptive technologies and offers some remediation videos. Wiley has an online homework system keyed to its textbooks and provides immediate feedback on what students are having trouble with. Wiley is also looking for people from New Mexico to review business texts.

CNM will be holding a publishing fair featuring accounting, introduction to computers, and business administration on Friday, October 17. Members of the articulation group are welcome to attend and should contact Dawn if they are interested in doing so.

Lists of members of the articulation group were circulated with the request that schools provide updates and eliminate names of people who are no longer at their institutions.

Members of the group were asked to introduce themselves.
Minutes: Minutes of the spring 2014 meeting were approved with corrections for Jack Kant's name and to show that UNM Taos and UNM Gallup were both present.

Subcommittee Reports

Economics: Sue Stockly reported that the economics group continues to discuss assessment and plans to continue meeting each fall. The group will also continue to work with an assessment instrument from the Council of Economic Education. The group finds that its activities are fostering good relationships between the two- and four-year institutions and is exploring the possibility of submitting a proposal to NSF.

Finance (Monica Sanchez): No report.

Introduction to Business: Since Michael Fields is new to the consortium and the committee he welcomes input on whether there is anything the group needs to be looking at.

Management (Chris Howell): No report.

Statistics (Jack Kant): No report.

Accounting (Ann Brooks): The group has a proposed revision to the competencies for intermediate accounting – to be renamed Intermediate Accounting I. A motion to approve the proposed competencies (listed at the bottom of these minutes) was approved.

Business Law (Doug Coyner): No report.


Matrix Update:

ENMU: No change.
NMHU: No change; information relating to adding FIN 340 to the matrix should be sent to Monica Sanchez.
NMSU: No change.
NM Tech: No change.
Northern NM: There will be an update by email.
UNM: No change.
WNMU: There will soon be changes in prefixes for courses.
CNM: No change.
Clovis CC: No change.
Diné: There has been a change in the numbering system. BUS 272 will become MKTG 240; BUS 246 becomes MGT 360, BUS 251 becomes ACC 200 and BUS 252 becomes ACC 201. BUS 180/CIS 111 will need to be reviewed by the committee; and addition of BUS 265 to the matrix will need to go to Jack Kant for review by the statistics committee.
ENMU-Roswell: No change.
Luna CC: No change.
Mesalands CC: Number changes have been made. MGT 113 is now MGT 213; ACCT 111 is ACCT 201.
NM Junior College: No change.
NMMI: No change.
NMSU-Alamogordo: No change.
NMSU-Carlsbad: No change.
Dona Ana CC: No change.
NMSU-Grants: Moved FIN 210 to Introduction to Finance (BFIN 2013).
San Juan College: No change.
Santa Fe CC: No change.
SIPI: No change.
UNM-Gallup: No change.
UNM-Los Alamos: No change.
UNM – Taos: No change.

Transfer Module: The discussion focused on the free electives available in the business programs at the four-year institutions and whether there should be a distinction between upper division and lower division free electives. Ann Brooks will do some follow up on this and add a row for free electives. There followed discussion of the move at some institutions to reduce the required credits for a baccalaureate degree to 120. There was also discussion of the fact that some institutions teach material at the lower division level that is taught by others at the upper division level.

CLEP Exams: Dawn Addington provided a hand out describing the availability of CLEP exams relating to courses in the consortium matrix and the extent to which those exams are taken in New Mexico. She also provided information from CLEP on the knowledge and skills for which the tests are designed. The question for the consortium is whether to include CLEPs on the matrix. It was suggested that we go back to our own institutions and find out what procedures are currently in place for awarding CLEP credit—to specifically what each school accepts as equivalent to what course and the associated cut score. This information should be sent to Ann Brooks, Becky Carruthers, and Kathy Brook. Ann will send information out to the committees for a preliminary assessment. A question to be addressed is whether our schools will accept the recommendation of the articulation group concerning the awarding of credit.

A question was raised about AP scores and the uniformity of their acceptance across the state.

Discussion of the Syllabus Survey: Jon Juarez provided the results of the syllabus survey that had been distributed the previous day. The results indicated support for recertification of courses when the learning objectives are changed or according to a regular schedule. A motion to recertify all courses on the matrix was seconded and approved. Following there was discussion of asking the subcommittees to determine the frequency of recertification in their discipline. Finally it was moved, seconded and approved that chairs of the subcommittees will work with the consortium co-chairs to determine the process for recertification and to identify appropriate changes to the consortium’s bylaws.

Previously there had been agreement in the consortium that a change in objectives would be implemented the following fall. It is up to each institution to ensure consistency of learning objectives across instructors at that institution.

A motion was seconded and approved to include on syllabi all of the items in question 3 of the syllabus survey that received votes of 10 or more. These items are course prefix, number and title; course description; name of the college; catalog description; course prerequisite(s) and/or co-requisite(s); course competencies; number of credits; methods of assessment (grading); course textbook and materials; and grading policy.
A motion to table discussion of items 4, 5, and 6 was approved. These items involved recertification of the syllabus when certain required elements changed, submission of assessment results for the core competencies, and the number of competencies to be assessed each year if the consortium were to mandate submission of assessment results.

**Document Storage:** Ann Brooks and Jon Juarez will work on the issue of document storage for the consortium and will pilot a plan with a couple of the subcommittees.

**Plans for Spring Meeting:** Dates for the spring meeting are April 17-18, 2015, tentatively at the CNM Workforce Training Center. A meeting of advisors is planned for Friday, 10:00 a.m.-noon with a CLEP discussion from 12:30 p.m. to 2:00 p.m. The advising discussion will focus on what the four year institutions look for with transfers into their business programs.

Participants are strongly encouraged to RSVP for purposes of food planning.

It is anticipated that web conferencing will be available. Subcommittees can meet electronically in advance of the spring meeting.

The meeting was adjourned about 11:30 a.m.