**College of Business**

**COLLEGE EXECUTIVE COMMITTEE**

**December 8, 2010**

**MINUTES**

**Members:**
Garrey Carruthers, Chair, Dean and Vice President for Economic Development
Kathy Brook, Asse Dean for Academics; Kevin Boberg, Asse Dean for Research; Asst Dean for Development and Public Relations; Ed Scribner, Dept Head, ACCT/IS; Rick Adkisson, Dept Head, ECON/IB/ESTAT; Liz Ellis, Dept Head, FIN; Bonnie Dury, Dept Head, MGT; Pookie Sautter, Dept Head, MKTG; Faculty Council Representative; Janet Green, School of HRTM; John Loveland, interim Dept Head, MGT

Absent: Kevin Boberg

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<th>Agenda Item</th>
<th>Description and Follow Up</th>
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<td>1. Minutes of November 10 and Review of Tracking Tool</td>
<td>Kathy will follow up with Bernadette Montoya soon concerning funding for three “extra” spring 2011 courses.</td>
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<td>- Spring 2011 funding</td>
<td>The search committee for the assistant dean for development and alumni relations has been appointed and the position is posted with reviews of applications to begin December 20.</td>
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<td>- Assistant Dean for Development</td>
<td>Dean Carruthers described some pending “asks” for contributions to CoB.</td>
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<td>- Fund-raising</td>
<td>Responsibility for the Business Advisory Council and the Ambassadors may be moved to someone other than the assistant dean so that the assistant dean can focus on fund-raising activities.</td>
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<td>- New building</td>
<td>Dean Carruthers has had some discussions with the Legislative Finance Committee concerning funding for refurbishing of Herschel Zohn Theater for use by the College of Business and the Public Policy Institute.</td>
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<td>- Streamlining</td>
<td>A suggestion for streamlining our operations and reducing costs is to hold the articulation and Business Advisory Council meetings only once per year rather than twice.</td>
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<td>- Research abstracts</td>
<td>So far there is feedback from only Accounting/IS and Marketing on the idea of publishing research abstracts and awarding a prize for the best abstract once every six months. Concerns have been expressed by faculty about varying research expectations among the departments and about bloc voting by disciplines. Pookie agreed to lead a discussion of this topic at convocation.</td>
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<td>- Fulton money</td>
<td>In response to a question from Rick, it was agreed that the Fulton money should not be used to support students outside the college attending conferences.</td>
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<td>- Student Satisfaction Survey</td>
<td>It was suggested that Carmen Santana-Melgoza might be able to help with the student satisfaction survey.</td>
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<td>- Business Advisory Council</td>
<td>Dean Carruthers indicated that Beverlee McClure and Sherman McCorkle can be considered economic development representatives.</td>
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on the Business Advisory Council. The question of economic development representation arose in the discussion of our AQ/PQ criteria which reference the college’s role in economic development. It was suggested that having members of the BAC from that area would be desirable in emphasizing economic development activities.

- **AQ/PQ criteria**
  
  Rick will communicate with Renee about adding the AQ/PQ narrative that was recently drafted and approved by the department heads to the criteria on the web page.

- **Budget**
  
  It was agreed that an implementation plan for current and future budget cuts will remain on the tracking tool. Bonnie noted in the discussion that the SPCD class for international graduate students is not being funded for summer 2011.

### 2. Updates and Announcements  
— Garrey Carruthers

- **HR Classification System**  
  Kathy, Kevin, and Garrey have met with HR concerning the new classification system which resulted from the Mercer study of several years ago. Staff members can expect to receive a memo about this on December 15.

### 3. Academic and other issues

- **Swirling**  
  Kathy reported on the discussion of swirling at the last ADAC meeting and distributed some data concerning the extent of swirling by Las Cruces campus students for spring 2011. Liz noted that when her classes fill up she looks for bigger classrooms wherever she can find them, not limited to CoB. So far there is not much identifiable action to eliminate swirling. When students look up courses through some online tools, the list may default to their primary campus but they are not being prevented from enrolling in community college online courses when there are open online courses on their own campus.

- **Textbooks for Spring 2011**  
  Kathy distributed lists provided by Barnes and Noble concerning classes for which no book is listed for spring 2011. We are asked to let the bookstore know if no textbook will be used in a class.

- **Funding for 2011-2012**  
  There was an extensive discussion of actions the CoB could take in response to reduced resources resulting from budget cuts. Liz prepared an analysis of the 2011-12 budget issues and a list of possible actions to address shortfalls that has been distributed to members of the CEC. Potential responses include reducing the number of specializations, capping enrollments, eliminating remote site MBA programs, charging differential tuition rates, and raising admissions criteria.

### 4. Research  
No report.

### 5. Development  
No report.

### 6. Other

Action/follow-up items are in bold.