## College of Business
### COLLEGE EXECUTIVE COMMITTEE
**March 16, 2015, 9:00-11:00 a.m.**
**MINUTES**

**Members:**
Jim Hoffman, Dean  
Kathy Brook, Asst Dean for Academics; Steve Elias, Interim Asst Dean for Research; Anthony Casaus, Asst Dean for Development and Alumni Relations; Kevin Melendez, Dept Head, ACCT/IS; Rick Adkisson, Dept Head, ECON/IB/STAT; Ken Martin, Dept Head, FIN; Steve Elias, Dept Head, MGT; Pat Gavin, Dept Head, MKTG.; Chris Erickson, Faculty Council representative.

Absent: Anthony Casaus

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<th>Agenda Item</th>
<th>Description and Follow Up</th>
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<td>Patricia Christmore</td>
<td>CEC members discussed potential candidates from the college to nominate for the award and a selection was made. Nominees must be full time, tenure-track faculty members on the main campus and must not be under consideration for tenure this academic year. <strong>The nomination packet is due to the provost's office by April 2.</strong></td>
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<td>Faculty Teaching Award – Jim Hoffman</td>
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<td>Update on Transfer Credit Policy – Kathy Brook</td>
<td>Kathy circulated a revision to the College Process Manual statement on transfer credits for undergraduate programs. The revision is based on previous discussion. Further discussion led to a change in the statement with respect to MGT 449. The version agreed upon by CEC appears at the bottom of these minutes. <strong>It will be sent to the Undergraduate Committee for its review as well.</strong></td>
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| Advising Update – Kathy Brook | Kathy provided a brief description of the provost's goals for improved advising and his plan to provide advisors to work with new freshmen for their first two years, regardless of changes in majors.  
She will be meeting with departmental office staff soon to ensure that departments are able to direct students more expeditiously and suggests that each department or each suite have a computer available so that students can access services on the college web page including printing an audit. (Pat Gavin indicated that Marketing is already providing such service.)  
Rick Adkisson noted that several of the hand-outs from the faculty advisor session could be useful.  
**Department heads also noted their previous support for providing some advising in BUSA 111.**  
Discussion of advising issues led to discussion of the retention data by college that were distributed to deans recently. These data focus on first time, full time freshmen and provide no information about students who come into the college after their first semester. Nevertheless, they suggest the need to address retention issues. The first year retention rate in the CoB for fall 2013 freshmen was 58%, although 70% were retained within the university. The highest rates in recent history were 67% and 78% respectively for fall 2001 freshmen. |
| Alternative Approaches to BUSA 111 – Jim Hoffman | Jim noted that in an ideal world BUSA 111 would be taught in sections of 35 students with the responsibility for staffing being spread across the departments. With the small sections, student attendance and participation could receive more attention. An alternative model for delivering the course could be a lecture/lab format with a coordinator for the labs. This would be a less expensive approach with the lab sections being staffed by graduate students or adjuncts.  
Pat Gavin indicates that the third of the marketing college track lines had |
been posted and that it might be possible to go ahead and fill that position. **He will check on this.**

**It was agreed that we would do the stand-alone sections this fall.**

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<td>Budget Cut Scenarios</td>
<td>Jim noted that we will need to provide to the central administration several scenarios for budget cuts in the college. We should consider ways to redeploy resources and make strategic cuts rather than just cutting vacant lines.</td>
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<td>Annual Evaluation of Faculty Research</td>
<td>Department heads all seem to evaluate research a little differently. At Texas Tech research was evaluated over a three year period and teaching over a one year period. Department heads reported that our practice has been to base merit pay increases on the five year average score rather than the current year score to address issues associated with the “lumpiness” of research successes.</td>
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<td>Peer and Aspirant Groups for AACSB Visit</td>
<td>Kathy distributed some AACSB data on possible peer and aspirant institutions and noted that Rick Adkisson had distributed by email some additional information. <strong>Based on the discussion, the list will be updated for future review.</strong></td>
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<td>Quality Matters Training</td>
<td>Kathy has received approval from Human Resources for our plan to compensate faculty members who are taking the summer course development workshop in preparation for offering courses in the cohort-based distance MBA program. We do not yet know the dates for the program. Sherry Mills has provided some questions about the purpose of the program and the learning outcomes and Kathy is working on responses to the questions. (These responses have since been sent to the department heads for distribution to faculty members.)</td>
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<td>Form for Those Proposing to Teach Elsewhere</td>
<td>Kathy has not made progress on this item.</td>
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<td>Update from Faculty Council</td>
<td>Chris noted that Faculty Council is about to do a call for funding using the Salopek Faculty Development endowment earnings and it was agreed that he could add a call for funding for international travel and travel as an officer in a professional organization. The possibility of summer research funding for faculty members was also discussed. Kathy will review the availability of funding and there can be advertising of the funding after spring break. Selections would be made by CEC.</td>
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<td>Department Head Evaluations</td>
<td>Department Head evaluations will occur after spring break.</td>
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<td>NMSU Business Outlook</td>
<td>There needs to be a discussion of the future of this e-publication with the goal of determining how content can be increased. Jim would like to publish quarterly and include abstracts of faculty articles.</td>
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<td>Principals’ MBA Program</td>
<td>Department heads met with Leann Buntrock last week and Steve will be teleconferencing with Stan Rounds and other school districts soon. Applications are due on April 13 and then Steve will be visiting with the districts of applicants.</td>
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<td>Next CEC Meeting</td>
<td>Monday, March 30, 9:00 – 11:00 a.m.</td>
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**Action/follow-up items are in bold.**
1. Credit Transfers: Undergraduate

Date of last review/Modification: March 30, 2012
Approved by the Undergraduate Committee March 30, 2012
Date of last review/Modification: March 19, 2010
Approved by the Undergraduate Committee Nov. 12, 2009

General Education

The state of New Mexico has identified a general education common core for bachelor’s degree programs. Students who fulfill the requirements at a public two- or four-year institution in the state can transfer that common core to any other public institution in the state. Students who complete one or more of the five areas in the common core can similarly transfer those to the new institution without being asked to complete additional work.

For students with general education course work taken outside New Mexico there is a preliminary evaluation by the registrar’s office. These evaluations are reviewed and sometimes changed by the advisors in the College of Business. In addition, students have an opportunity to initiate a change in evaluation by presenting documentation to substantiate that the transfer credit was received for a comparable course at another institution.

The state’s Higher Education Department has organized discipline groups consisting of faculty at institutions of higher learning in the state. These groups have established learning objectives for courses in each of the general education areas (communications, mathematics, laboratory sciences, humanities, social and behavioral sciences). In addition, these groups are responsible for establishing methods for assessing the courses at the various institutions.

Business Courses

The College of Business actively participates in the New Mexico Collegiate Business Articulation Consortium which has been in place for many years to facilitate the articulation and transfer of business credits among public institutions in the state. This group meets twice per year and has recently become subject to state legislation requiring a common course numbering system (crosswalk) and the establishment of learning objectives and assessment of courses included in the business articulation matrix.

Courses included in the matrix are listed below. The equivalent courses at other New Mexico institutions can be identified using the common course number which appears in parentheses. Similarly, students from other institutions can use the common course number to identify business courses that can be transferred to NMSU.

- ACCT 222, Management Accounting (ACCT 2123)
- ACCT 221, Financial Accounting (ACCT 2113)
• BCIS 110, Introduction to Computerized Information Systems (BCIS 1113)
• BLAW 316, Legal Environment of Business or BLAW 317 (BLAW 2113)
• BLAW 418, Business Law II (BLAW 2123)
• BUSA 111, Business in a Global Society (BUSA 1113)
• ECON 215G, Principles of Macroeconomics (ECON 2113)
• ECON 252G, Principles of Microeconomics (ECON 2123)
• FIN 206, Introduction to Finance (BFIN 2113)
• MGT 201, Principles of Management (MGMT 2113)
• MKTG 303, Principles of Marketing (MKTG 2113)
• A ST 251G, Statistics for Business and the Behavioral Sciences, or A ST 311 or STAT 251G (MATH 2313)

Information about both the general education common core and the transfer of business courses from and to New Mexico institutions is included in the NMSU Undergraduate Catalog.

For BLAW 316, BLAW 418, and MKTG 303, courses taken at the lower division (freshman/sophomore) levels receive lower division credit only.

The policy of ensuring transferability of specified credits among the institutions in the state of New Mexico is consistent with the university’s and college’s missions of serving the educational needs of New Mexico’s diverse population.

Preliminary evaluations of business credits other than those covered by the statewide articulation matrix are provided by the registrar’s office and are reviewed by the advisors in the College of Business in consultation with department heads or designated faculty in the relevant departments with the goal of ensuring that the student’s academic experience has been comparable to that at NMSU.

• Transfer credits for all NMSU business courses (lower and upper division) must be accompanied by grades of “C” or higher.
• Business courses transferred from four year institutions with AACSB accreditation will be accepted as equivalent to NMSU courses if NMSU has such courses.
• Business courses from two year institutions and from four year institutions lacking AACSB accreditation are accepted as lower or upper division business electives only (unless a syllabus or other evidence is provided so that the department can determine the quality and comparability of the course). A total of no more than six credits of courses designated as 300E may be used to satisfy the required upper division business elective, the ECON/A ST elective, and electives in the major.

In the case of the Bachelor of Accountancy, upper division transfer credits in accounting must have been taken at an institution whose accounting program is accredited by AACSB International.

Transfer credit is not accepted for the capstone course, MGT 449 (formerly BUSA 421). All students graduating with a major in business at NMSU are expected to complete at least 50% of their required business courses at NMSU, including at least 12 upper division credits in the major.