College of Business  
COLLEGE EXECUTIVE COMMITTEE  
September 26, 2012  
MINUTES

Members:  
Garrey Carruthers, Chair, Dean and Vice President for Economic Development  
Kathy Brook, Ascc Dean for Academics; Kevin Boberg, Ascc Dean for Research.; Andrea Tawney, Asst Dean for Development and Public Relations; Kevin Melendrez, Dept Head, ACCT/IS; Rick Adkisson, Dept Head, ECON/IB/ESTAT; Liz Ellis, Dept Head, FIN; Steve Elias, Dept Head, MGT; Pookie Sautter, Dept Head, MKTG; Hari Sankaran, Faculty Council Representative; Janet Green, School of HRTM; Gena Bermudez, assistant to the dean.

Absent:  G. Carruthers, A. Tawney, G. Bermudez

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| 1. Review of minutes of Sept 12 and tracking tool | The department heads confirmed that they did not think it would be necessary to meet with Lou Reyes concerning the creation of graduate student handbooks for each of our programs.  
The Okie scholarship has not yet been awarded as it is awaiting the establishment of a detail code.  
Kathy will follow up with Andrea concerning the scholarship luncheon speaker. |
| 2. Updates and Announcements – K. Brook | Dean Carruthers had to leave early for Ruidoso because of a road block at WSMR. |
| 4. Research | Kathy absent mindedly failed to call on Kevin Boberg before he had to leave for another meeting. |
| 5. Academic and other issues | The latest version of the schedule for the AACSB team visit was circulated and there was discussion of who would be asked to participate in some of the break-out sessions. It is expected that all faculty who are available will participate in the general faculty session. Kathy and the department heads will be contacting students, faculty and staff about participation.  
Kathy is collecting hard copies of materials for the team to use in their work space at the hotel. She is also finalizing materials on the web to be accessed by the team. |
| - Preparation for AACSB Visit | Some funding is available university-wide for another round of Distinguished Achievement Professorships. Dean Carruthers has already contacted the eligible faculty members (as identified by the provost’s office). Kathy reviewed the process with the department heads along with proposed deadlines for the submission of applications and decisions by the department and college committees with final recommendations by the dean by November 26.  
Kathy will distribute the process information and the deadlines to the eligible faculty members and copy the deans and department heads later today.  
In the course of the discussion, Hari Sankaran raised a question about the college’s endowed professorships. During the summer, the department heads recommended some changes in the descriptions of the professorships (Wells Fargo, Bank of America, and Robert O. Anderson). Some of these recommendations related to issues about whether the income from these professorships would be counted in income for retirement purposes (whether there would be retirement contributions and retirement earnings based on this income). Kathy reported this is an ERB issue that was recently raised. If a professorship is an award for past performance, it would fall outside of ERB. If there is an expectation of performance under the professorship it could be covered by ERB. |
| - Distinguished Achievement Professorships | Kathy distributed copies of the application form for the Yoquelet Graduate Scholarships. Eligibility includes graduate students in the CoB who are US |
- **Aggie Experience**

  citizens or permanent residents and who have established financial need through FAFSA. There being no concerns about the application form, Kathy will send copies to the departments so that it can be distributed to graduate students. Students who are starting graduate programs in the spring can also apply. The deadline for applications is October 26. After that awards will be made by the department heads.

  **Kathy will provide CoB hand-outs for the event. It was agreed that we would give door prizes so Kathy will locate tickets to be used.**

- **Minor Information on the Web**

  Liz Ellis discussed her efforts to change the presentation of information on the web about minors to reflect the change being made from checklists to the use of the STAR audit to certify minors. Her department has asked Renee Brown to reformat the information about their minors. **It was agreed that Renee will proceed with moving minors to the new format and will ask department heads to approve as she goes.** Kevin Melendrez will discuss with Patti Benzie continuing her efforts to cross check the minor information available in the catalog, on the web and in other locations. Patti will let department heads know if she identifies inconsistencies.

  **We will locate the statement from the Undergraduate Committee concerning the requirement that students take at least 12 credits of the minor at NMSU and incorporate that.** The issue has been sufficiently discussed in the departments this fall so that it does not need to go to the spring convocation for a vote.

- **Fall Expo**

  Fall Expo on October 9 will complete a week of activity encouraging students to assess their academic progress. The CoB will have a table at Corbett for several hours that day. The table will be staffed by Kyle Archuleta and Christina Sims and will offer information and possibly some business-related activities with prizes.

- **Strategic Plan**

  Kathy circulated a proposed update of the CoB strategic plan. Renee assisted in incorporating our action items into the Building the Vision template. **Kathy will ask Renee to put together the priority action items into a template she developed several years ago for posting on the web.**

6. **Other**

  Liz Ellis described some of the discussion of metrics that occurred at yesterday’s administrative retreat aka the provost’s measurement summit. The retreat was attended by deans, associate deans, some department heads, faculty members and various other administrators. The purpose was to move toward the identification of metrics that could be used in addressing demands at the national level for accountability as well as the needs of accreditors, the state and the regents. There were two different sets of break-out groups, by discipline and by job description. The CoB group was able to agree on six metrics for comparing ourselves with our peers. The department head group decided that they could not agree on a set of metrics for all disciplines and that this was something that should be decided at a higher level.

**Action/follow-up items are in bold.**