College of Business
COLLEGE EXECUTIVE COMMITTEE
April 8, 2009
MINUTES

Members:
Garrey Carruthers, Chair, Dean and Vice President for Economic Development
Kathy Brook, Assc Dean for Academics; Kevin Boberg, Assc Dean for Research and Public Relations; Larry Tunnell, Dept Head, ACCT/IS; Tony Popp, Dept Head, ECON/IB/ESTAT; Liz Ellis, Dept Head, FIN;
Bonnie Daily, Dept Head, MGT; Pookie Sautter, Dept Head, MKTG; Bobbie Green, MBA Dir; Cindy Seipel, Faculty Council; Janet Green, School of HRTM; Janice Wright, Asst to the Dean

Absent: Kevin Boberg, Sylvia Acosta

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<tr>
<th>Agenda Item</th>
<th>Description and Follow Up</th>
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<td>Sustainability at NMSU</td>
<td>Glenn Haubold, Asst VP for OFS Facilities Administration and Services, described a survey that is being developed concerning sustainability and potential cost savings at NMSU. The survey will be presented to Administrative Council next week. Topics covered include a temperature policy relating to thermostats, teaching in buildings away from your office location, complete or partial closure of the university at spring break and winter break (with staff being required to take annual leave at these times), a four day work week during the summer (with the aim of reducing vehicle use in driving to work), and the use of more pricing agreements for procurement. Responses from CEC included suggestions for longer work days before and after spring and winter break to serve customers and reduce the need for staff to take annual leave, the observation that there seems to be little relationship sometimes between thermostat setting and temperature in the buildings, a request for a more predictable pricing for the university plane, and the observation that some lights in BC cannot be turned off.</td>
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1. Review of Minutes of March 11 and Tracking Tool
   - Graduate Assistantships
     Dean Carruthers asked Janice Wright to set up a meeting concerning the allocation of graduate assistantships for masters programs.
   - Website
     The right hand website navigation was discussed with concerns about the difficulty of using it and it was suggested that the home page be replaced with a Welcome to the College of Business page. Kathy is collecting specific suggestions and has been working with Renee on the website.
   - Executive in Residence
     Janet Green asked for a copy of the Executive in Residence job description.

2. Announcements and Updates – Garrey Carruthers
   - Enrollment Management and Budget Request
     Kathy attended a Mini Deans meeting this week at which the provost expressed concerns about maintaining growth in SCH next year. He noted that a major factor in our challenge of achieving 3% growth during the current year was a 5% decline in SCH in summer 2008 compared with summer 2007. In the case of the College of
Business there was a decline of 7% in SCH. The provost has invited proposals for funding to support SCH growth during the summer and fall of 2009.

Suggestions included adding another online section of MKTG 311V during the summer. Since the course has received VWW designation, the enrollments have been strong and Janet Green indicated that this course would have strong appeal to HRTM students. Online courses have much better enrollments in the summer compared with traditional classes.

In addition, a funding request for new cohorts for LANL/Santa FE and Sandia might be well received since graduate courses generate almost five times more funding per SCH than lower division courses and about twice as much as upper division.

Finally, the college has been asked by the College of Extended Learning to offer an 8 week blended course at Fort Bliss in the fall (beginning in August). This would be a course (probably lower division) that would appeal to students who are seeking degrees from other institutions. The offering of such a course reflects an effort to establish NMSU as an education provider at Fort Bliss as the base undergoes a major expansion.

It was agreed that Kathy would draft a proposal to be submitted to the provost on April 9 with the department heads providing details on salaries for faculty and anticipated SCH by the end of the day. The college’s ability to staff overloads will be seriously constrained next year by the limited amount of salary savings expected (because we have no vacant faculty lines).

Dean Carruthers discussed the Business Advisory Council’s input on a course, “Welcome to the Real World,” that might be taught for undergraduate business students. The course would cover professional development topics such as resume, building, business-legislature relations, interviewing and communication skills, and business etiquette and could involve participation by BAC members as speakers. It is envisioned as a junior level course, so that students who identify deficiencies will have an opportunity to enroll in a corrective course before graduation. The course might become a required course if it proves successful – in addition, to existing graduation requirements. Dean Carruthers is interested in offering the course himself.

### 2. Academic Issues-Kathy Brook

**Welcome to the Real World**

- **Scholarship Request**

  Dean Carruthers was recently visited by a prospective freshman seeking additional scholarship support to make the financial offer from NMSU competitive with the offer the student has received from UNM. The student has an ACT of 33. CEC agreed to go forward with an offer.

- **Follow up meeting on BAC suggestions**

  Kathy has suggested to Sylvia that we have a debriefing meeting concerning suggestions from BAC. She would like to do this while the meeting is still relatively fresh in participants’ minds and will
circulate to the group an email summarizing some of what she heard. **It was agreed that this was a good idea and that we should be documenting the input of stakeholders such as BAC for accreditation purposes. Kathy will set up a meeting soon.**

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<th>4. MBA- Bobbie Green</th>
<th>Bobbie did not have an opportunity to report because the Dean left for the Regents meeting and Kathy left for the DE Directors Meeting. She will have a future item relating to possibilities for a relationship with a university in Chihuahua.</th>
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<td>5. Research-Kevin Boberg</td>
<td>No report.</td>
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<td>6. Other</td>
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**Action/follow-up items are in bold.**