College of Business  
COLLEGE EXECUTIVE COMMITTEE  
January 14, 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; Sylvia Acosta, Asst Dean for Development 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; David Daniel, Faculty Council; Janet Green, School of HRTM; Janice Wright, Asst to the Dean  

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<td>1. Review of Minutes of December r 10 and Tracking Tool</td>
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- New HSS Dean  
  Dean Carruthers described his meeting with the new HSS Dean Tilahun Adera, in which he discussed communications within the College of Business, including the publication of CEC minutes, activity reports, and convocations.  
- DED Funds  
  Dean Carruthers has received from Rick Adkisson a revised budget for DED performance funds.  
- Convocation  
  Good feedback has been received concerning the convocation on January 8.  
- MBA Schedule  
  There remain some unresolved issues about the revised permanent MBA schedule. Bobbie will address these soon.  
- LANL MBA  
  A proposal to move the LANL MBA program to Santa Fe will be discussed later in the meeting.  
- Common Course Numbers  
  Dean Carruthers will take the common course number proposal to the Graduate and Undergraduate Committees with the understanding that there are issues yet to be resolved concerning upper division courses included in the articulation matrix. |

2. Announcement and Updates- Garrey Carruthers  
  - Activity Reports  
    Dean Carruthers encouraged CEC members to submit activity reports regularly and suggested limiting bullet items. Department heads, however, indicated that limiting bullet items could discourage faculty from submitting information. An alternative would be to publish some kinds of items less frequently than weekly. We don't know the extent to which faculty and staff read the reports but believe that they contribute to having an informed college. Ricardo Rel has noted that we are the best informed college about his area of responsibility.  
    Pookie noted that she had provided faculty with their Activity Report items so that they could make sure they were included in
• Domenici Institute

performance evaluations.

Faculty and staff awareness of the details of the Domenici Institute may be limited. Sylvia Acosta agreed to send out the CASE statement that she will be using in fund-raising for the institute and time may be arranged for Dean Carruthers to answer follow up questions.

The Domenici Institute is taking form with the structure having been approved by the central administration. Components of the institute are the Institute for Defense and Public Policy (funded with $10 million through DoD), Arrowhead Center for Economic Development (entrepreneurship, outreach, business incubation), and the Domenici archives (under the auspices of the NMSU library). Arrowhead Center, Inc, will consist of the operation of the business/research park, intellectual property/commercialization, and consulting services. The public policy institute will be designed by a group of faculty from across the campus interested in working on public policy issues such as energy. There will be many opportunities for faculty to work, especially in the summer, on policy issues and it is expected that much of the money raised will fund chairs and professorships.

Arrowhead Center is beginning this week to move people out of the Business Complex to Academic Research Building A and to the Genesis Center. In addition, faculty and staff should be aware that about a year ago, VP Jennifer Taylor provided additional funding to cover half of Dean Carruthers' salary in his capacity as VP for Economic Development, meaning that the college has salary savings in that amount. These actions have minimized any subsidy of Arrowhead by the College of Business.

The Domenici Building will be maintained with I&G funds and, as such, must be an instructional facility. Dean Carruthers noted that the College's priority is to have several large classrooms in that facility. Architectural programming is beginning for the building. The architectural firm selected is the one that designed the new O'Donnell Hall and the Skeen Building. A meeting of the committee working with the architect had been planned for December but was cancelled without explanation. Members of the committee include Kevin Boberg and Jim Nelson. Dean Carruthers will follow up with Mike Abernethy (Purchasing) and Michael Rickenbaker (Architect's Office) concerning the addition of College of Business representatives to the committee.

Sylvia Acosta requested that she be kept informed as the spaces within the building are identified so that she can work with prospective donors on naming opportunities.

On January 29 there will be a meeting with a DoD representative to discuss the use of the $10 million. This money is in a policy line in the federal budget, not in a construction line.

Private fund-raising for the Domenici Institute will be intense over the next 120 days.
3. Academic and Other Issues - Kathy Brook

| Executive in Residence | Peyton Yates has agreed to serve as the first Executive in Residence in the College of Business and expects to come to Las Cruces 4-5 days per month. He is very interested in working with students – perhaps in some accounting classes and BA 590, and mentoring the ambassadors. He noted that he can bring colleagues to campus to address areas in which he may lack expertise. He also will work with Jim Peach on the fossil fuels study. **The press release and job description for the Executive in Residence will be sent out to all faculty.** |
| Fossil Fuel Conference | There will be a fossil fuel conference in Las Cruces on March 19 with Senator Domenici as keynote speaker. All faculty and students are welcome to participate. **Tony Popp will send out the details soon.** |
| Staffing of Assessment and Accreditation Activities | Dean Carruthers noted that he will be attending the AACSB Dean’s meeting next month. He has also discussed with the central administration support for the college’s accreditation and assessment activities. He and Kathy Brook will be meeting today with Laurie Churchill, who has been designated by the university to assist colleges with accreditation. She is currently working with the College of Education, whose visit will be next fall. The department heads will be following up on the advice received during the assessment workshop this week. We need to focus on the MBA, make more progress on the BBA and pull all of our materials together, including development of a web site and illustration of trends in performance. We need someone with good organizational and writing skills and the ability to work well with faculty. **The department heads will meet soon to develop a work plan.** |

- **Spring Visitors Day**

- **Facilities Issues**

| **Department heads will need to meet with Kathy to discuss plans for Spring Visitors Day on February 16.** At that time high school students will visit the campus and the college will have an opportunity to meet with interested students for 60-90 minutes. We have received the annual memo concerning funding of Building Repair and Renewal (BRR). **Kathy will solicit input from the faculty and bring it back to the next CEC meeting.** Dean Carruthers noted that we do a good job of maintaining our facilities relative to some others on campus. Kathy would like to determine whether we will go forward with the suggestion to combine BC 108 and 109 into one large classroom. The estimated cost for renovation is $40,000. **Kathy would also like input on the use of BC 246, soon to be vacated by Arrowhead. It has had 6 carrels and a conference table and could be used for GA’s or adjuncts.** |
4. MBA- Bobbie Green

- LANL MBA
  Because of the relatively small cohorts at LANL together with security issues, Bobbie Green has obtained space at the College of Santa Fe and has discussed with administrators at LANL the possibility of moving LANL classes to Santa Fe starting this semester. For the future she wants to discuss consolidation of LANL classes with classes for students in Santa Fe and Albuquerque. Also under consideration are the use of ITV and online classes for these groups. (It would be possible to broadcast ITV from Santa Fe to the Albuquerque Center.) So far, Bobbie has had no negative reaction to this proposal from current LANL students.

- Grants and Contracts
  Bobbie also noted the difficulties she has encountered in getting contracts for LANL and Sandia processed by Grants and Contracts. Kathy has talked with the contract administrator this morning and will get her the forms she requested by the end of the day.

- BA 590
  There will be at least 90 students taking BA 590 this semester; these students might work with Peyton Yates as time permits.

5. Research-Kevin Boberg

Kevin reported that Arrowhead is currently supporting about 30 graduate assistants.

Innoventure has been very successful and will bring 250 students to campus on March 20. The theme of this year’s project is adaptive products. The keynote speaker will be Matt Roloff of Little People, Big World.

State funding for the stock market game will be cut to zero by July 1, despite Ken Martin’s success in increasing participation by 40%. **Dean Carruthers will follow up on possible alternative funding.**

Kevin noted that there may be some teaching opportunities in Hobbs in both HRTM and business.

6. Development and Public Relations

Sylvia Acosta is in the process of hiring a major gifts officer, half of whose salary will be paid by University Advancement. This will allow Sylvia to focus on fund-raising while the new employee works on other matters which have been handled by Sylvia. The new gifts officer has a background in non-profit fund-raising.

Sylvia will be asking CEC members to make fund-raising calls with her in the near future.

7. Other

Larry Tunnell reported that the Business Living Learning Community will host a get-together with faculty on Thursday, January 22, at 7 p.m. Refreshments will be dessert with Starbucks.

Action/follow-up items are in bold.