CEC Work Session
August 16, 2007
Notes

Present: K. Brook, B. Daily, L. Ellis, G. Hampton, L. Tunnell

Aggie Welcome Week  Plans for the freshman orientation during Aggie Welcome Week were discussed including a plan for a “Let’s Make a Deal” game in which groups of six students would go to various offices in the Business College and trade for successively larger “junk” items, beginning with a paper clip. At each location students would be asked to answer a trivia question of some sort about NMSU, the College of Business, popular culture, etc. Department heads will determine by tomorrow whether we should go forward with the game.

Yoquelet Scholarship  The application form for the Yoquelet scholarship for graduate students was circulated and approved. Information about and applications for the scholarship will be distributed with an application deadline of August 31. Each of the graduate programs will then identify its top candidates for the eight scholarships available. Those with graduate programs are asked to help publicize the scholarship among their students.

MBA Graduate Assistantships  There continues to be some confusion about assignments of MBA GA’s to the departments. K. Brook circulated the existing policy with respect to MBA GA assignments and will follow up on this to ensure that future confusion is minimized.

New GA Funds  We have received new assistantship funds on a recurring basis in the amount of $12,560. After further discussion with Jennifer Taylor about assigning one of our GA’s to her, it has been determined this is not necessary at the present time. In the absence of expressed need by any of the other graduate programs to use the new funds, they will be used for MBA students in the near term.

It was agreed that assistantships for master’s level students should be limited to no more than four semesters.

Assurance of Learning  Department heads were encouraged to read the AACSB standards on assurance of learning in anticipation of further discussion of this topic next week. In addition to the BBA degree, we need to develop learning objectives for the Bachelor of Arts in Economics. It was also noted that we need a representative sample for the ethics assessment which is currently conducted only in the capstone course in marketing.

To raise faculty awareness of the need for assurance of learning activities, it was agreed that Dean Carruthers should be asked to make a statement at the convocation.
tomorrow on the importance of assurance of learning to the maintenance of AACSB accreditation.

The idea of compensating a faculty member with course release time and/or summer pay to spear head the assurance of learning process was discussed with considerable support being expressed for this idea. A similar suggestion was made with respect to promotion of intellectual contributions, but the department heads felt they could handle that responsibility.

L. Ellis has proposed that a notebook of assurance of learning materials be assembled for each year. K. Brook will follow up and collect materials from the departments for 2006-07.

The possibility of sending faculty to the AACSB Advanced Assessment Seminar was discussed with the conclusion that a department head should attend first to determine the effectiveness of the program. Assessment may also be a major topic at the spring 2008 college convocation.

MBA at Fort Bliss
There is not a class at Fort Bliss for the fall; if there is a cohort to start in the spring it was agreed that MGT 512 would not be the appropriate class to start with.

MBA Classes
At a previous CEC meeting it was agreed that there would be extra pay for MBA classes with enrollment in excess of 45. K. Brook asked for clarification on whether the extra pay applies to all MBA classes or only internet/ITV classes. It was agreed that the extra pay applies to all MBA classes at $150 per additional student. K. Brook suggested that the ACCT 503 and BCIS 502 internet/ITV classes are sufficiently large this fall that they should be split into two sections each this fall. There was a consensus in support of this action.

Recorded by Kathy Brook.