March 10, 2008
Minutes of College of Business Undergraduate Committee

Members Present: Rusty Calk, Bruce Huhmann, Tim Query.
Ex Officio Members Present: Justine Adkisson, Kathy Brook, Tony Popp.
Guests: Maria Mendez, Doctoral student in management
Dr. Patti Wojahn, Assistant Department Head in English; Director of Writing Program
Absent: Terry Adler, Randy McFerrin (in class), Allison Willman

Meeting Called to order at 8:30 a.m.

1. Maria Mendez briefly described her research, asked the committee members to participate in the study for her dissertation, and distributed her survey instrument.

2. Dr. Patti Wojahn gave an overview of the writing program at NMSU. In summary,
   - The English department recently adopted a “writing across the curriculum” model wherein students take one general writing course (ENGL 111 – 4 hours) and one content specific writing course (for business students, ENGL 203 – 3 hours).
     - ENGL 111 at the NMSU main campus is similar in content but not quantity of assignments to ENGL 111 and ENGL 112 offered at many other institutions.
     - ENGL 112 is not offered at the NMSU main campus.
     - The English faculty seem committed to the “writing across the curriculum” model. The approach puts NMSU among the leading edge universities in the U.S.
   - The English department is in the process of reviewing the writing curriculum. Dr. Wojahn invited participation from the business faculty in that process with respect to ENGL 203.
   - We, the business faculty, have a great deal of flexibility with respect to the business specific writing curriculum. We could,
     - Leave everything as-is so that business students would take ENGL 111 and ENGL 203,
     - Move ENGL 203 to an upper-division course,
     - Add a third upper division writing course, or
     - Require some other course (other than ENGL 112) in addition to or in lieu of ENGL 203.

3. Justine Adkisson gave an overview of current procedures and asked for guidance from the faculty relating to transfer credit and credit by exam for English courses.
   - We require students who begin their degrees at the NMSU main campus to take ENGL 111 and either ENGL 203 or ENGL 218.
• We give students who have either Advanced Placement (AP) or CLEP credit for ENGL 111 and ENGL 112 credit for ENGL 111 and general elective credit for ENGL 112; we require that those students complete either ENGL 203 or ENGL 218.

• Some inconsistency exists in the way that we treat transfer students.

• Per state mandate, we accept ENGL writing courses according to the NMCC matrix. The first course comes in as ENGL 111G. The second level class most commonly comes in as ENGL 112 or ENGL 218. More often it is ENGL 112. In those cases we have accepted the course however it transfers into NMSU as fulfilling the second English writing requirement because it is approved on the NMCC matrix. We do not currently require these students take ENGL 203G or 218G if the second course came in as ENGL 112.

• We treat transfer students from other institutions (in or out of state) in a similar manner. ENGL 111 and a second ENGL writing course—whether it comes in as ENGL 100E English elective course or ENGL 112 — fulfill all of the English requirements. We currently do not require that these students take ENGL 203G or 218G.

• We give transfer students who have AP or CLEP credit for ENGL 111 and 112 credit for ENGL 111 and require that those students complete ENGL 203 or ENGL 218. Students have complained about this.

• Note: at NMSU main campus, ENGL 111 is a 4-credit course. Any credit given for ENGL 112 is 2-credits. At most other institutions, ENGL 111 and ENGL 112 are each 3-credit courses.

4. The committee will consider graduation requirements. Among those requirements are:

• The requirement to complete at least 50% of the hours needed for the degree outside of the College of Business
  • This requirement came about as a result of a AACSB standard that is no longer in effect.

• The requirement for transfer students to complete at least 50% of the hours needed for their degree at NMSU

• The requirement to complete the last 30 credits at NMSU (emphasis added)

• Acceptance of a maximum of 8 credits from any combination of credits earned from music organizations, physical activity courses, and occupational education courses (emphasis added)

• Note: some of these requirements are still relevant for AACSB.

5. Future committee meetings will be held on Friday mornings.