The mission of the College of Business is to serve the educational needs of New Mexico's diverse population by providing quality education, conducting research, and participating in service and outreach within the global community.
**Financial Strategies (cont’d)**

Liz suggested that a rough calculation indicates that 2010-2011 vacant class coverage should cost approximately $250,000 for Fall 2010, $250,000 for Spring 2011, and $350,000 for Summer 2011, for a total of $850,000. This could be funded from existing College balances, in which case a different and more challenging financial strategy would be needed for 2011-2012.

Consensus that individualized departmental budget summary handed out today is very useful. **Kathy agreed to provide summary prepared by Kathy Crawford to each DH on monthly basis.**

Further discussion of having Kathy reallocate to the College any amounts of departmental carryforwards exceeding 10% of departmental budget, with option of recovering within one year. Hesitation on part of some DHs, primarily related to possibility of having to pay salaries out of those amounts. No consensus reached.

Kathy reported late-breaking message from Provost saying that Provost is in discussion with President, that new 2%, 6%, and 10% budget reduction scenarios will be due from each college by the time the university budget council meets, and that the base from which to begin calculations will probably change.

**MBA Issues – Remote Site Travel Costs – K. Brook**

Kathy informed DHs that we spent approximately $40,000 last fiscal year on travel related to LANL/Sandia. Discussion of future reimbursement policy. Consensus to **reimburse travel to and from MBA remote delivery sites on basis of mileage and per diem.**

**Mission to Students from Partnering Campuses – Data Requirements – K. Brook**

Dan Mund from ECON/IB arrived to consult on data analysis. Discussion of how to operationalize alternative categories of students based on location of lower-division studies—NMSU Las Cruces, NMSU Alamogordo, etc., Non-NMSU. Discussion of which data items reside on transcripts and which are obtainable elsewhere. Kathy noted that ability to control for ACT score will be limited as many students are not required to take ACT. **Rick will follow up with Student Information Management office to explore data availability.**

**Curriculum Improvement – BUSA 421 Prerequisites – K. Brook (cont’d. from Aug. 11)**

Kathy suggested need to have confidence in the importance of BUSA 421 prerequisites to justify delaying a student’s graduation by denying permission to take a BUSA 421 prerequisite as a corequisite. Discussion of value of prerequisites, not only for specific content but for developing maturity of critical thinking for a capstone course. Bonnie suggested that there is also the issue of preparing students to assume professional responsibility by placing responsibility on them to complete courses in proper sequence. Kathy expressed desire to obtain faculty viewpoint as the issue has not been examined for several years. **Consensus to ask Graduate Committee for input on BUSA 421 prerequisite policy.**

**Strategic Management – Faculty Committee Activities – K. Brook**

Discussion of suggested action items for College committees. Rick mentioned framework for consistent approach to teaching **BUSA 590.** Liz commented that some faculty like a “roadmap” while others do not.

**Kathy will communicate charge to each committee once they are constituted.**

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**Bold** indicates follow-up items.

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### Strategic Management – Faculty Committee Activities – K. Brook (cont’d.)

**Graduate Committee** – Input needed on business faculty participation on thesis committees and on plan for regular communication between Committee and Ag Econ faculty. Needs for joint BS in Engineering/MBA include recommendations on how to expand enrollment and ideas for recruitment materials. Graduate Committee should continue curriculum improvement activities in response to assessment results, consider guidelines for thesis option for the MBA, and provide input on the MBA Oral Exam Process.

**Faculty Council** – Liz suggested that Faculty Council should identify nominees for university awards and recipients of college awards. (See Awards & Honors; Awards & Honors Definitions.) Nomination process for university awards could be made more efficient by having Faculty Council identify nominee and then having the nominee’s DH or designate prepare the application to be put forward. Consensus that college award nominees should come from their peers rather than the DHs. Faculty Council is also asked to identify approaches to enhancing the aggregate output of intellectual contributions by the College, with the knowledge that funding may be available for some initiatives.

**Undergraduate Committee** – In addition to ongoing curriculum improvement in response to assurance-of-learning results, input is needed on the appropriateness of the rule that 64 credits (50% of 128 credits for graduation) must be taken outside the College of Business. See also Business Degree Curriculum.) Practical issues have arisen that suggest reexamination of the rule. These are related to Viewing a Wider World courses and students from community colleges who can be somewhat arbitrarily required to take more courses. In the latter case, a student who takes the agreed-upon equivalent to FIN 341 as a lower-division course at a community college must take something outside the CoB in place of FIN 341. Liz recommended requiring an upper-division course in the same prefix as the lower-division requirement satisfied at a community college; this would suggest relaxation of the 50% rule.

Consensus that it would be desirable for the Undergraduate Committee to develop a curriculum map for coverage of diversity and global issues and to suggest ways to increase the visibility of ongoing faculty and student international activities.

### Scholar Dollar$ - K. Brook

**Kathy will send out information to students on the progress of the scholarship award process.**

### Mission to Diverse Students – Advising Materials on Web – K. Brook

Kathy guided DHs through on-screen display of currently posted advising materials for students and advisors. Kathy seeks to increase use of web site to communicate advising information.

Consensus that current path from home page to advising materials page is not clear; Kathy is providing direct link in communications with students.

Discussion of probationary holds; consensus that requiring explanatory e-mail from student is acceptable solution to impracticality.

**Bold** indicates follow-up items.

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<table>
<thead>
<tr>
<th>Advising Materials (cont’d.)</th>
<th>Discussion of transcript evaluation for transfer students. Advising Center is finding it impractical to fulfill all requests from students who are shopping for the school that will accept the most transfer credits. <strong>Consensus that transcripts should be evaluated only for students who have applied for admission.</strong> Kathy invited <strong>suggestions for ongoing continuous improvement of web materials on advising.</strong></th>
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</thead>
<tbody>
<tr>
<td>Convocation Agenda – Graduate Committee Issues Ballot – K. Brook</td>
<td>Kathy handed out draft ballot for use in obtaining faculty votes on Graduate Committee issues. <strong>Kathy will review it with Dr. McGuckin.</strong></td>
</tr>
<tr>
<td>MBA Issues – Data for Continuous Improvement – K. Brook</td>
<td>Kathy handed out spreadsheet of students with GMAT score &lt; 500. Shows graduate and undergraduate GPA. <strong>Consensus that MBA GMAT/GPA spreadsheet is informative and that a version with student-identifying data removed should be furnished to the faculty.</strong></td>
</tr>
<tr>
<td>MBA Issues – Admissions Cases – K. Brook</td>
<td>DHs as proxies for admissions subcommittee during summer reviewed and decided one case deferred from August 11.</td>
</tr>
<tr>
<td>Meeting Schedule for Fall – K. Brook</td>
<td>Normal schedule of weekly alternating DH and CEC meetings will resume shortly; <strong>no meeting currently scheduled for August 18, but DHs are requested to keep 8:30-10:00 open in case meeting is needed.</strong> In addition, as these notes were being prepared, a meeting was called for 3:00 p.m. August 13, 2010, with Dean Carruthers to discuss issues that require a response to central admin by Monday, August 16.</td>
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