Meeting convened 10:04 a.m.  Present:  Rick Adkisson (ECON/IB), Kathy Brook (Assoc. Dean) , Liz Ellis (FIN), John Loveland (MGT), Pookie Sautter (MKTG), Ed Scribner (ACCT/IS).

### MBA Student Issue – K. Brook
Kathy presented a request for various exceptions from an applicant for the MBA Program who (1) violated the nine-credit rule (i.e., took more than nine credits of MBA courses prior to program admission), (2) took the GRE last week, (3) is planning to move away, and (4) is asking for permission to complete the program by taking a large number of courses this summer, including BA 590 before prerequisites, and remaining courses in the fall. Consensus to decline prerequisite waivers and recommend to the student that he transfer to a more convenient MBA program at his destination.

### Scope of Accreditation – Bachelor of Individualized Studies and Bachelor of Applied Studies Programs – K. Brook
Kathy consulted DHs on status of our request to College of Extended Learning (CEL) for restrictions on business coursework applicable to BIS and BAS Programs. Dean Bobbie Derlin has invited Kathy and Dean Carruthers to a June 9 meeting with Bobbie, Greg Fant, and the Provost to discuss the effects of our request on the BIS and BAS, particularly with regard to students entering from two-year programs at NMSU partnering campuses.

Consensus to recommend to Kathy that she participate in that meeting and observe any proposals from CEL.

Discussion of conditions necessary to prevent BIS/BAS degrees from being confused with or represented as if they were business degrees. Consensus that permitting more than 30 business credits to be counted toward a BIS or BAS is unacceptable. We cannot control how many business courses a student might take or transfer in, but we absolutely need the 30-credit restriction on credits that count.

Discussion of whether we could consider certifying a business minor for BIS/BAS students. Question was raised as to how a BIS or BAS student could have any minor given that there is no major. Consensus that we might be willing to consider one minor, specifically, the Business Administration Minor. Issue to be revisited during June meetings.

### Participants – Students – Support and Recognition of Excellence – Yoquelet
Kathy distributed the current version of the Graduate Scholarship Application. Consensus to delete Questions 4, 8, 11, and 12 and to add program start date to Question 7. Consensus to change wording at end of form to incorporate student assertion as to compliance with eligibility criteria (U. S. Citizen or permanent resident with unmet financial need). **Kathy will revise application form.**

### Participants – Faculty – Faculty Development Grants – P. Sautter
Pookie updated DHs on status of process proposal for allocation of $5,000 annually from Dean's discretionary funds for faculty development with possible emphasis on research-related international activities and leadership activities.

Discussion of process in comparison with current processes for administering Salopek and other College faculty development funding. Consensus to leverage existing intellectual contributions support infrastructure by asking Faculty Council to award funds. **Pookie will circulate revised draft.**

**Bold** indicates follow-up items.

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### Strategic Management Plan – Summer Planning – K. Brook

Kathy handed out updated summer tracking tool. **Target submission dates were set for the following deliverables or discussion preparations:**

- Global business environment content of core and MBA courses – July 19.
- Restricting enrollment in upper-division business courses by students who have not completed lower-division requirements – Kathy will report back after meeting with Registrar.
- BIS/BAS program restrictions – Kathy will report back after June 9 meeting with Bobbie Derlin and others.
- AACSB polished tables from departments (Tables 2-1, 2-2, 9-1, 10-1, 10-2) – June 13 electronically, June 14 hardcopy.
- Fifth-Year Maintenance Report (5YMR) Template – Kathy to update template and send out in next few days.
- 5YMR section drafts – June 13 electronically, June 14 hardcopy.

### AACSB Business School Questionnaire (BSQ) – K. Brook

Kathy handed out list of all instructors who taught classes in a recent semester and asked **DHs to identify all as AQ, PQ, or Other and as Participating or Supporting.**

### Continuous Process Improvement – MBA Admission Criteria – K. Brook

Kathy reported that a need has arisen to interpret the phrase "regionally accredited institution" in the MBA admission criterion that relates to applicants who have earned a prior graduate degree. Consensus that the interpretation intended was "regionally accredited U.S. institution" and that international students seeking admission by this route shall be considered on a case-by-case basis.

Discussion of admission criteria and the simplicity of basing admission on GMAT score. Liz pointed out that our mission to the diverse students of New Mexico had led a majority of the faculty to vote for admission criteria that do not rely solely on GMAT score. International students enrich the global academic environment in the College for all students; but since they are not the central focus of the mission, it would not be unreasonable to require the GMAT of all international students. No formal action recommended at this time.

### MBA Issues – Los Alamos National Laboratory (LANL) – K. Brook

Kathy reported the most recent phone conversation with LANL officials, who have identified 12 students they would like to place in a new cohort that we are unable to fund. In the interest of funding a new cohort, LANL asked about reinstituting an extra fee (beyond tuition) of slightly over $1,000 per student per course. Assuming these students qualified for admission and remained with the cohort, this would amount to approximately 12 students x 12 MBA courses x $1,000 = $144,000 over a two-year completion period. This would cover the expected cost of the cohort if it is started in Fall 2011. If it is started later, economies of looping students in with existing cohorts will be lost.

Discussion of fee implementation. Liz suggested consideration of a per-cohort fee rather than a per-student fee. For a specified flat fee, we would permit LANL to fund up to n students.

Several issues were identified.

- Although the fee has been approved by NMSU in the past on a

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per-student basis, a per-cohort fee would involve a cumbersome approval process involving Grants & Contracts.
- If the cohort does not start in Fall 2011, the approximate cost of completing it would be $200,000, which would not be covered by the fee as presently proposed.
- Students would have to start and finish with their cohort. We would not necessarily be able to accommodate stragglers.
- It would help if the full fee were paid at the outset.

**Kathy will discuss the fee with the Dean.**

### Strategic Management Plan Monitoring – K. Brook

- Kathy will send action item listing. **DHs are asked to fill in achievements and return; some achievements may fit a strategic goal or objective but not a specific action item.**

### Adjournment

- Adjournment 2:30 p.m. Next meeting June 14, 2011, 8:30 a.m., BC 134.

- Pookie proposed the following overall agenda for June 14, 15, and 16, 2011, meetings:
  - Tuesday, June 14 – 5YMR – Examine tables and exchange comments on drafts. Revise by Thursday.
  - Wednesday, June 15 – Summer Tracking Tool items, etc.
  - Thursday, June 16, 2011 – 5YMR – Exchange and comment on revised drafts.

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