New Mexico State University  
Efficiency and Effectiveness Committee  
Meeting Notes  
February 17, 2012

Time:  7:00 AM  
Place:  NMSU College of Business  
Room:  Conference Room 134

Chair:  Garrey Carruthers  
Members:  Angela Throneberry, Austin Graham, Ben Woods, Cheri Jimeno, Craig Buchanan, Dana Christman, Don Beasley, Garrey Carruthers, Gary Rayson, Glen Haubold, Jim Peach, Paul Harrison, Ricardo Jacquez, Roseanne Bensley, Shari Jones, Wendy Wilkins.

Members Present:  Angela Throneberry, Craig Buchanan, Dana Christman, Don Beasley, Garrey Carruthers, Gary Rayson, Glen Haubold, Jim Peach, Roseanne Bensley, Ricardo Jacquez, Shari Jones, Wendy Wilkins.

Members not present:  Austin Graham, Ben Woods, Cheri Jimeno, Paul Harrison

Staff:  Sharon Jones

<table>
<thead>
<tr>
<th>DISCUSSION ITEM</th>
<th>OUTCOME</th>
<th>RESPONSIBLE PERSON/DEPARTMENT</th>
<th>FOLLOW UP ACTION</th>
<th>EXPECTED OR REQUIRED COMPLETION DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Call to Order &amp; Introductions of New Members</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>II. Review of Agenda:</td>
<td>Approved</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>III. History of the Committee and Review of Past Work</td>
<td>Garrey Carruthers gave a brief history of the Committee and its work to date. New Members were given copies of the two Presidential Reports containing all the recommendations to President Couture.</td>
<td>G. Carruthers</td>
<td>Seek a report from President Couture regarding the status of recommended projects.</td>
<td>Before the next meeting.</td>
</tr>
</tbody>
</table>
| IV. Future Projects Discussion | After discussion, the following projects were selected for review through the spring semester and summer semester is necessary:  
- Textbooks: It was decided that further work is needed to assist students with the most affordable options. Jim Peach will lead this team to include Austin Graham | Team Leads Peach, Haubold, Jacquez and Christman are to meet with their teams and determine the Problem | Sharon Jones to send out the reporting for use by the teams. | As soon as possible. |
New Mexico State University  
Efficiency and Effectiveness Committee  
Meeting Notes  
February 17, 2012

<table>
<thead>
<tr>
<th>DISCUSSION ITEM</th>
<th>OUTCOME</th>
<th>RESPONSIBLE PERSON/DEPARTMENT</th>
<th>FOLLOW UP ACTION</th>
<th>EXPECTED OR REQUIRED COMPLETION DATE</th>
</tr>
</thead>
</table>
|                 | and Craig Buchanan.  
|                 | • Classroom Scheduling: Glen Haubold will lead this team which includes Don Beasley, Gary Rayson, Cheri Jimeno and Garrey Carruthers.  
|                 | • Advising and the First Year Experience: Ricardo Jacquez and Dana Christman are co-leading this team which includes Roseanne Bensley, Angela Throneberry, Shari Jones and Wendy Wilkins. | Situation. | |

**Next Meeting:** March 30 and April 27, 2012  BC 134