# New Mexico State University
## Efficiency and Effectiveness Committee
### Meeting Notes
#### October 1, 2010

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

**Chair:** Garrey Carruthers  
**Members:** Ben Woods, Betsy Cahill, Cheri Jimeno, Clay Doyle, Don Beasley, Garrey Carruthers, Gary Rayson, Glen Haubold, Jennifer Taylor, Jim Peach, Keisto Lucero, Ricardo Jacquez, Roseanne Bensley, Shari Jones, Travis Dulany, Wendy Wilkins.

**Members Present:** Ben Woods, Betsy Cahill, Cheri Jimeno (by phone), Garrey Carruthers, Gary Rayson, Glen Haubold, Jennifer Taylor, Jim Peach, Keisto Lucero, Ricardo Jacquez, Rosanne Bensley, Shari Jones (by phone) Travis Dulany, Wendy Wilkins.

**Members not present:** Cheri Jimeno

**Guests:** None

**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</td>
<td>Introduction of members</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. Approve minutes from the September 22, 2010 meeting and review follow up items</td>
<td>Minutes were approved and action items reviewed.</td>
<td>Jennifer Taylor</td>
<td>Will send LFC audit of Higher Education to Sharon Jones for distribution to the committee.</td>
<td>Before next meeting.</td>
</tr>
</tbody>
</table>

Sharon Jones  

Ricardo Jacquez  

Roseanne Bensley  

Shari Jones (by phone)  

Travis Dulany  

Wendy Wilkins
### DISCUSSION ITEM OUTCOME RESPONSIBLE PERSON/DEPARTMENT FOLLOW UP ACTION EXPECTED OR REQUIRED COMPLETION DATE

<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><strong>IV. Malcolm Baldrige Education Criteria</strong></td>
<td>The committee is interested in learning more about the Baldrige Criteria as it relates to higher education. Commitment on participation in the Baldrige process will continue to be discussed and a decision to bring in Quality New Mexico staff is being considered.</td>
<td>Garrey Carruthers</td>
<td>Determine timing of inviting Quality New Mexico staff to meet with the committee.</td>
<td></td>
</tr>
<tr>
<td><strong>V. Nomination Process for Efficiency and Effectiveness Projects</strong></td>
<td>The committee spent the majority of the meeting time making nominations for E &amp; E projects. List of projects is attached to these minutes.</td>
<td>Garrey Carruthers and Sharon Jones</td>
<td>Group the nominations and create a list of projects to send to the committee.</td>
<td>October 6, 2010</td>
</tr>
</tbody>
</table>

**Next Meeting**

October 8, 2010 7:00 am BC 134