Minutes
New Mexico Collegiate Business Articulation Consortium
General Meeting, October 17, 2015
CNM Workforce Center, Albuquerque, NM
http://business.nmsu.edu/administration/articulation/

Attendance at General Meeting on October 17: Dawn Addington (CNM), Ali Arshad (NMHU), Carrie Baldwin (NMSU-A), Linda Baldwin (WNMU), Shawn Berman (UNM), Kathy Brook (NMSU-LC), Ann Brooks (UNM), Kathleen Brown (SFCC), Becky Carruthers (Clovis), Terri Castillo (NMMI), Carolyn Chavez (Luna), Doug Coyner (SJC), Carol DeWitt (CNM), Natalie Gillard (Mesalands), Victoria S. Gonzales (UNM-Taos), Dolores Gutierrez (Luna), Chris Howell (NMJC), Jee Hwang (NNMC), Sharon Hurley Johns (UNM-Los Alamos), Jon Juarez (Doña Ana), Jack Kant (San Juan), Diane Klassen (ENMU-Roswell), Frank Loera (UNM-Gallup), Murdoch Maloney (SJC), Michael McKittrick (SFCC), King Mike (Diné), Jim Nelson (NMSU-LC), Elaine Ortega (Luna), Kalynn Pirkl (CNM), Tiffini Porter (UNM), Frank Reinow (NMTech), Comfort Ricketts (NMSU), Rebecca Rodriguez (UNM), Kim Seifert (Doña Ana), Sue Stockley (ENMU), Jon Strahan (NMSU-Carlsbad), Krista Sutton (ENMU-Roswell), Jeff Wilkins (SiPI), Bart Womack (San Juan), Kim Wong (CNM).

Welcome and Introductions - The meeting was called to order at 8:30 a.m. by co-chairs Jon Juarez (DACC) and Ann Brooks (UNM). Participants introduced themselves and lists of members and subcommittee members were circulated along with an attendance sheet for the meeting.

Ann expressed thanks to Dawn Addington and CNM for hosting the meeting at their facility, to UNM and publishers Wiley, Pearson, and Cengage for providing refreshments, and to SiPI for pastries served both Friday and Saturday.

Minutes - Minutes of the spring 2015 were approved after amendment to expand the list of attendees at the sessions on April 17.

Subcommittee Reports


Business Law (Doug Coyner): At the subcommittee meeting on Friday, October 16, sixteen syllabi for BLAW 2113 were reviewed. Some had minor errors which will be addressed. Several schools are not currently offering a BLAW course (NMMI, Luna, ENMU-Roswell) and several schools did not submit syllabi. Those in the latter category will need to submit materials by the spring meeting or their course will be dropped from the matrix.

The subcommittee agreed to add the course for Northern New Mexico College (BA 300) to the matrix.
CIS (Jon Juarez): The request from Dona Ana Community College to add OECS 105 to the matrix (under BCIS 1113) was approved. The subcommittee reviewed syllabi at their meeting on October 16 and will be following up with schools that did not submit materials or were missing required elements. It was requested that schools specify clearly whether or not there is a prerequisite or co-requisite.

Economics (Sue Stockly): Most schools have submitted syllabi for the macro course (ECON 2113). The group discussed the use of the Test of Understanding of College Economics (TUCE) for assessment purposes and also had a discussion of flipping the classroom.

Finance (Monica Sanchez): No report.

Introduction to Business: No report. Kim Seifert agreed to be the chair of the subcommittee, since the previous chair, Michael Fields, has left the state.

Management (Chris Howell): No report.

Marketing (Murdoch Maloney): No report.

Statistics (Jack Kant): No report.

Matrix Update:

ENMU: No change.
NMHU: No change.
NMSU: No change.
NMTech: No change.
Northern NM: BCIS 242 is not being offered (for BCIS 1113) and BA 300 has been approved for BLAW 2113.
UNM: No change.
WNMU: No change.
CNM: No change.
Clovis CC: No change.
Diné: No change.
ENMU-Roswell: BUS 230 is no longer offered for BLAW 2113.
Luna CC: LAW 242 is no longer offered for BLAW 2113.
Mesalands CC: No change. A question was raised about the statistics course which was previously on the matrix but since removed. Ann Brooks will see what she can find out.
NM Junior College: BU 233 is no longer offered for MATH 2313. Students will take the math course instead and this course can be submitted in the spring for inclusion in the matrix.
NMMI: BLAW 2113 and BLAW 2123 are no longer offered.
NMSU-Alamogordo: No change.
NMSU-Carlsbad: No change.
Dona Ana CC: OECS 105 was approved for inclusion in the matrix as BUSA 1113.
NMSU-Grants: No change.
San Juan College: No change.
Santa Fe CC: No change.
SIPI: No change.
UNM-Gallup: No change.
UNM-Los Alamos: No change.
UNM – Taos: No change.
UNM - Valencia: No change.

Transfer Module Update: No changes were presented.

Presentation: Group and Team Based Activities in the Classroom by Jee Hwang.
Jee provided a brief review of the literature on team-based and group activities and how these can enhance problem-solving skills and aid retention.

- Collaborative quizzes, for example can influence attitudes concerning preparation for class.
- Activities must be complex enough to benefit from group work
- Gender balanced groups are more collaborative than single sex groups
- Students appreciate more instructor guidelines and individual accountability.

Jee provided several examples of group exercises that he has used successfully in classes.

Other Business

CLEP Update: Dawn Addington has heard nothing from the state committee but asks whether the articulation group is willing to accept CLEP credit on the business exams at the CLEP-recommended cut-off of “50”? Dawn will be sending out material for discussion at the spring articulation meeting but we should also look at the materials previously distributed. It was suggested that we look at the CLEP issue as we recertify individual courses in the matrix.

120 Credits: UNM –Anderson has approved the move to 120 credits and is awaiting Faculty Senate approval with the expectation that the program will be in place next fall; they accomplished the reduction by reducing the number of social and behavioral science credits required so that they now are consistent with the state common core).

ENMU started with 120 credits in fall 2015

WNMU has adopted the 120 credit minimum at the university level

NMSU is reviewing individual majors; accounting, finance, and information systems have agreed to reduce the required credits to 120 while other business majors are considering the change.
NMHU is eliminating electives and reducing the required upper division credits to 45.

NNMC is already operating with minimum credits of 120.

Ann Brooks asked that of the four year institutions to send her more detailed information that can be shared.

Document Storage Update

Articulation web site:  www.mgt.unm.edu/nmcbac

Election of Secretary:  Diane Klassen (ENMU-Roswell) was elected as secretary, replacing Kathy Brook.

Other Topics

Spring Meeting:  The meeting is tentatively planned at CNM on April 22-23 with April 8-9 as an alternative. The subcommittees meeting will be financial accounting (3:00-4:45 p.m.), introduction to business (11:00 – 12:45 p.m.), and statistics (1:00- 2:45 p.m.)

Tentative meetings for fall 2016:  microeconomics, finance, and marketing

Thanks:  Thanks were expressed to Kathy Brook for her service as the secretary to the consortium over a long period of time.

CLEP:  Committees should include CLEP in their discussions so the groups that met yesterday (macroeconomics, information systems, and business law) will need to go back and address this question. Jack Kant recommends taking the practice exams that are included in the materials previously distributed by Dawn Addington.

Course Maps:  Questions were raised about the course maps and syllabi and how we know that these are representative of the institution rather than a specific individual. It was agreed that a certification statement needs to be included, placing the onus on the institution to ensure consistency across instructors. Possibly a statement should be included in the articulation consortium’s charter to address this. It was also noted that course maps could be used to reflect ranges of variables over multiple instructors.

Further discussion involved codification of the course map and whether it could be reformatted to be more user-friendly. It was also agreed that the week-by-week mapping did not need to be part of the minimum requirements for reporting.

In response to a question about requiring course maps when that requirement has not been approved by the consortium, the following motion was approved (with at least one “no” vote): All students are required to submit one course map per school per course in the matrix including the required 10 elements with mapping of the course objectives to the state objectives. A second tab in the map will allow for scheduling details (which are not required).
Checklists: The co-chairs created a checklist to use in reviewing syllabi and course maps for the 10 required elements. They have agreed to make this available to the consortium members so that schools can check themselves more easily.

April 1 is the deadline for submission of course maps for macroeconomics, business law, and information systems for schools that did not provide submissions this fall.

The meeting adjourned at 11:20 a.m.