

DEANS' COUNCIL MEETING - JUNE 4, 2009 - ROBERTS ROOM

Present: Martha Bedard, Brenda Claiborne, Finnie Coleman, Mario Rivera for Uday Desai, Richard Holder, David Scott for Dick Howell, Christopher Stultis for James Linnell, Leo Romero, Roger Schluntz, Amy Wohlert

Guests: Anthony Burns, Josephine De Leon, Wynn Goering, Joy Griffin, Arup Maji, Carrie Mitchell, Melanie Sparks

In the absence of Provost Ortega, Dr. Richard Holder called the meeting to order at 3:32 in the Roberts Room.

1. Information Items: (Richard Holder, Deputy Provost)

A. The President wants to feature, once a month, outstanding faculty. Lists of outstanding faculty are requested by June 23. Dr. Holder will email information about this to all the deans following the meeting today.

B. Steven Chu, the Secretary of Energy, needs people to work on peer reviews for summer regarding several topics, two of which are biofuels and smart grid technology. If deans have recommendations they would like to make for these positions, this is a good opportunity to show off the expertise of our faculty.

C. Four UNM students are needed, either graduate or undergraduate, for a New Mexico State University session in mid-September on nuclear energy, homeland security, national security, and national debt. Dr. Holder has some names already.

D. The President wants schools and colleges to do presentations as they have in the past, showcasing their school or college but intends for this to be done with the attendance of the Executive Cabinet. This will help them be aware of all of the things each school and college has to offer.

E. Also, the President would like for all faculty to meet at least once a year. This will offer an opportunity for all faculty to stay current on concerns effecting them or the community as a whole.

F. The Provost will start asking for a multi-year curricular plan from faculty so that students can move more quickly through the pipeline and have a clear picture of how to get there.

2. College of Diversity Councils: (Joy Griffin, Associate Professor)

Associate Professor Joy Griffin in working with Vice President for Equity and Inclusion, Josephine De Leon, through an internship, to try and bring together ideas and communication from diversity councils that may already exist in each of the schools and colleges. If they do not exist, she is interested in assisting those schools and colleges in setting up a council so that communications, experiences that work or do not work, and ideas are brought forth to the Office for Equity and Inclusion via an advisory board. This endeavor is offered as assistance to the schools and colleges, and Griffin is willing to meet with focus groups of the Deans, Chairs, or anyone else to begin the process of pulling these councils together. Griffin is willing to work through the Faculty Senate Operations Committee to bring them information to let them know that everyone is working hard on not only this issue, but others, with very few resources, and the results are very positive. She also would like to determine how to develop trust at the university. This is a task for only faculty at the moment, but likely will include staff and students at some point.

Question: Would the Dean send a faculty member to the council? (Wohlert)

Answer: Each department goes to a council in their school or department, and then a member from each school or college goes to the Equity and Inclusion Council on Diversity. (Griffin)

Answer: We may have those representatives be on the Advisory Council. They would address things like how to hire to stay diverse. (De Leon)

Griffin would like to meet with each school/college, especially the Dean to check on whether they have a council already or assist with building one if they think it will be helpful.

There is a suggestion to do both the individual meeting with Deans and a focus group meeting of several Deans so that ideas can be shared. (Coleman)

Question: How will this be done without any resources? (Schluntz)

Answer: Since there is no money, any that may become available would need to be spent on retention of existing faculty. When there is money, there will be discussion on the criteria for hiring, including who are under-represented faculty. (Griffin)

Question: So this is an opportunity to identify one or more faculty to serve with the advisory board? (Wohlert)

Answer: Yes, because not all schools or colleges are represented yet. (De Leon)

Vice President De Leon said there is a toolkit being worked on that will give advice about hiring and other related issues and that there have been meetings with faculty to see what their concerns are.

Griffin will develop strategies from all recommendations received from faculty as well as information from previous reports and research that identify concerns of faculty. She is working with two graduate students to set up a database of information on recruitment, retention, and academic success to use for grant purposes. She will then complete information from associations and foundations.

Several deans showed concern for focus on the task at hand since there is not a lot of historical data on this issue. Griffin said there is a lot of information already in the UNM Fact Book and that it is at least a place to start. She added that it may not be that there are gaps based on the research data, and if there is not, then there is no need to build councils. No one will know for sure, however, until Griffin's work is done.

Question: Is anyone opposed to having a diversity report card?

Answer: We have a baseline report card from last year and we're almost done with the one for this year. (De Leon)

Griffin will set up a meeting to explore more with the Deans.

3. Facilitating text book orders and buy backs: (Melanie Sparks, Director of UNM Bookstore, Main Campus)

Melanie Sparks reported that the Bookstore will soon have to provide text book information for each course when registration takes place by each student. Students have more options than just the Bookstore for buying books (like Amazon) and they do not really want to be a monopoly, as has been suggested. The Bookstore wants to help students get a good return on their books as well as get good prices when they purchase new books. They can offer students no tax, no

shipping charges, use of their bursar account, working with the financial aid offices, plus other advantages. Ms. Sparks said there is a new tax law where students may be able to get a tax break on all course materials.

There is a serious issue in getting text books in before buy backs happen because if books will not be used again for a course, students do not get good prices for their return of used books. There are currently only about 50 percent of book orders in for the fall semester. If book orders are not received in time, the Bookstore has to use the book ordered for the previous time the course was offered.

Question: Do faculty get reports on what they got before when they taught a particular class?
(Dean Wohler)

Answer: Yes (Sparks)

It was suggested that perhaps chairs of departments would be the better group to address faculty's reluctance to get orders in on time as Deans do not always have direct contact with faculty. (Dean Schluntz)

In answer to whether there is a list of chairs, Dr. Holder indicated that one is being worked on at present.

There was discussion of procrastination even by some of those present at the meeting and what is the penalty of the new law. The new law has no teeth currently but it will have within the next year or so. Part of the issue of why faculty waits on ordering is because publishers have new editions quite frequently. It would be helpful if the publishers could let the Bookstore know (then faculty could be informed) of the changes between editions so that faculty could decide on whether the changes are important enough to warrant students purchasing new editions or used books. The Bookstore sells books back to publishers but they do not get much for them since newer editions come out so often (about every 18 months).

It would be very useful for the Bookstore to have faculty members decide by the April deadline (for Fall) if they intend to use a book again or not, and then give them the name of the book they will use by June. This would give the faculty at least one other option. Ms. Mitchell indicated that information goes out to faculty often regarding book orders, however they are not paying much attention to them. She asked if anyone has any ideas on how to better notify faculty. No one had an answer for her.

Deans now have a better idea of how serious the problem of ordering text books by the deadline is and by charging chairs with the follow up on faculty orders, perhaps less procrastination will be forthcoming.

4. Advising Initiative: (Vice Provost Wynn Goering)

Vice Provost Goering presented his suggestions for improving advisement and allocations. The priorities he identified are (1) creating more "seamless" advising systems; (2) increasing access to advising; (3) improving the quality of academic advising; and, (4) filling advising "gaps." To address each of these Vice Provost Goering devised draft processes and timelines. He suggests creating a task force to deal with the first priority of "seamless" advising systems. For priority two he suggests requesting proposals from colleges, student affairs, or other units, for resources that would specifically address any of the four priority needs. He suggests charging the Provost's Committee on Advising (PCA) to address priority three. To address priority four he proposes to post advising positions frozen since last year's pause as soon as practicable.