

UNM School of Law  
Faculty Meeting  
September 25, 1972  
3:30 p.m., Conference Room

MINUTES

Present: Dean Hart; Associate Dean Desiderio; Assistant Dean Geer;  
Professors Bingaman, Daniels, Ellis, Fink, Goldberg, MacPherson,  
Maxfield, Muir, O'Dowd, Parnall, Reynoso, Romero, Teitelbaum,  
Utton, Walden, R. Walker, W. Walker.

The meeting was presided over by Dean Hart and attention was given to the following matters:

1. The minutes of the meeting of September 11, 1972, were approved.
2. Mr. O'Dowd reported on the programs being conducted by the Institute of Public Law and Services.
3. Professor Muir presented a proposal regarding the minimum and maximum loads of the 1st year class. Professor Muir moved, seconded by Professor R. Walker, that regular 1st year students take a minimum of 13 hours and maximum of 16 hours during Semester II, 1972-73, and that for Programmed Studies students the minimum be waived. The motion carried.
4. Dean Hart distributed a memorandum regarding "personal" work done by the faculty secretaries:

"In the event that you have any 'personal' work to be done involving secretarial services, I see no problem in using services available at the law school provided that

1. It is made clear to the secretary that your personal work is to be done only when she has no law school work to do; and
  2. Payment is made to the law school reimbursing the University for secretarial time and supplies used."
5. Dean Desiderio presented the proposed policy for Attendance and Voting Rights at Law School Faculty Meetings. The proposal was adopted as attached.

Dean Hart adjourned the meeting.

Respectfully submitted,

Louise R. Camp  
Secretary

ATTENDANCE AND VOTING RIGHTS AT  
LAW SCHOOL FACULTY MEETINGS

(1) Those who have the rank of instructor, assistant professor, associate professor, or professor of law are entitled to attend faculty meetings and to discuss and vote upon all matters brought before the faculty regardless of whether they have tenure.

(2) The <sup>associate dean and</sup> assistant dean <sup>is</sup> <sub>av2</sub> entitled to attend faculty meetings and to discuss and vote upon all matters brought before the faculty.

(3) The dean of the law school shall be the chairperson of all faculty meetings. In the absence of the dean, the associate dean shall conduct the meeting and be chairperson unless an acting dean has been appointed by the University. In the absence of both the dean and associate dean, the senior faculty professor with tenure shall conduct the meeting and be chairperson.

(4) The chairperson shall have the right to vote on all matters. If the chairperson engages in the discussion of any matter, he or she shall relinquish the chair at the request of any voting member of the faculty.

(5) The directors of the American Indian Law Center, the Institute of Public Law and Services, the American Indian Scholarship Program, and the secretary of faculty meetings shall be entitled to attend the faculty meetings and to discuss issues but shall have no vote unless they meet the requirements of paragraph 1, above.

(6) Visiting instructors, assistant, associate and full professors of law shall be invited to attend faculty meetings, to discuss issues, and to vote on all matters except promotion, tenure, hiring and other personnel matters.

(7) Adjunct professors, others associated with the law school on a part-time basis, those employed as attorneys or associates in law or in similar positions may be invited to participate in faculty meetings.

(8) Procedures on recommending tenure, reappointment and promotion shall supersede these provisions to the extent that they are inconsistent.

(9) No vote by proxy shall be valid.

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