

School of Law
Faculty Meeting
November 16, 1981
4:00 p.m., Rm. 2402

MINUTES

Present: Desiderio, J. Ellis, Fink, Flickinger, Gonzales,
Hart, Hermann, Kovnat, Muir, Nathanson, Parnall,
Romero, Schwartz, Simson, Stelzner, Utton,
Winograd; Camp

The meeting was called to order by Dean Desiderio.

He asked the faculty to submit their exam questions to the secretarial pool at least five days prior to their exam, in order to avoid problems in processing the final exams.

Procedures for handling student evaluations of faculty members were discussed. Arrangements should be made a few days prior to the end of classes in choosing the evaluation form and in having them collected. He suggested that the forms be distributed while students were in the classroom and that someone be assigned to accept them before the students left the room. Eventually, the evaluations would be given to the Dean.

The staff having been invited to attend this meeting, there were presentations from Hart on the New Mexico retirement plan, Winograd on the choices of tax sheltered annuities, and Nathanson on the Social Security system. Discussion followed.

Meeting adjourned.

Respectfully submitted,



Louise R. Camp
Sec'y