



The University of New Mexico

School of Law
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MEMORANDUM

TO: Law Faculty

FROM: Robert J. Desiderio, Dean

DATE: December 22, 1999

Attached is the faculty meeting schedule for next semester. I am trying to schedule meetings at times when I think they will be most productive--thus there is only one meeting in January because it is my experience that we accomplish little at the beginning of the semester. However, during February and to spring break, I have scheduled three meetings. This should allow us to handle matters like midterm annual reviews and curriculum. After spring break I have scheduled three meetings but will call special meetings if they are necessary. I am asking committees to distribute information for the meetings at least a week before the meetings so that everyone can prepare. I ask you to please prepare for each meeting and to schedule each meeting so that you can attend.

RJD:mb
Attachment



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MEMORANDUM

TO: LAW FACULTY

FROM: ROBERT J. DESIDERIO, DEAN

DATE: DECEMBER 21, 1999

SUBJECT: SPRING SEMESTER 2000 FACULTY MEETING SCHEDULE

I am scheduling the following dates for regular faculty meetings:

MONDAY, January 24, 2000
MONDAY, February 7, 2000
MONDAY, February 21, 2000
MONDAY, March 6, 2000
MONDAY, March 27, 2000
MONDAY, April 17, 2000
MONDAY, May 8, 2000

I may have to schedule some special meetings as well.

All meetings will begin at 4:00 p.m. in the Dean's Conference Room.

It is essential that all faculty attend faculty meetings and remain at meetings until they are adjourned. Governance of the Law School requires the dissemination of information and open discussion and debate in which all of us participate. Faculty meetings, although not the only forum for this discourse, are the primary forum. I will do my best to end meetings by 5:30 p.m. I would also appreciate it if we could begin meetings promptly at 4:00 p.m.

RJD:mb