

Chapman, Reva

From: Scarnecchia, Suellyn
Sent: Wednesday, November 17, 2004 1:52 PM
To: Faculty
Cc: Chapman, Reva; Senior Admin Staff
Subject: Faculty Meeting Agenda 11/23

Our November faculty meeting will occur next Tuesday, 11/23 at 3:00 pm in Room 2405. Snacks will be served.

Here is the Agenda:

1. Approve minutes from previous two meetings (sent to you in a separate e-mail by Reva).
2. Dean's Report
3. Associate Deans' Report
4. Faculty Evaluations – Norman
5. Writing Requirement - Nathalie and Jenny – (two proposals sent to you in a separate e-mail by Nathalie)
6. Santa Fe Presence – Leo – (Report attached)

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Faculty Meeting Minutes

November 23, 2004

Present: Scarnecchia, Moore, Norwood, Fritz, Parker, Daniels, O'Leary, Blumenfeld, Romero, Fort, Bergman, Bobroff, Homer, Winograd, Bay, Rapaport, Hughes, Valencia-Weber, Martinez, Hall, Mathewson, Browde

Students: Bradley, Carillo Cruz, O'Reilly

The meeting was called to order at 3:13 pm.

- I. Approval of Minutes
 - A. The minutes of 9/28/04 were approved unanimously
 - B. The minutes of 10/26/04 were unanimously approved with the change that Carol Parker's position be corrected to Library Director.
- II. Dean's Report:
 - A. New VP of Development and Communications has asked Dean Scarnecchia to chair the search committee for the Associate VP for Development.
 - B. Dean Scarnecchia will be out of the office from 11/24 through 12/5. The Assoc. Deans are all set to handle things in her absence. She will be presenting on Teaching Professionalism at the CLE at Sea for the State Bar of New Mexico.
 - C. The Law School is in negotiations with Laura Gomez along with other departments.
- III. Associate Deans and Directors:
 - A. Parker:
 1. The Law Library will be closed from 12/23 through 1/3. Speak to the Library staff about access during that time.
 2. Parker attended a Tucson meeting of the Desert States Consortium, an informal group at this point collaborating on collection and resource sharing. Involved libraries will get priority on resource sharing and interlibrary loans.
 3. The Western Waters Project is asking for documents to be identified to be included in a topical collection that will be digitized and available to be shared. Such collaborations will assist libraries to not have to keep such monolithic collections.
 4. Dean Scarnecchia noted that funding for the Law Library is still in the top ten legislative objectives for UNM.
- IV. Faculty Teaching Evaluations:
 - A. Norman Bay presented for the Student Affairs Committee:
 1. Students are interested in gaining access to instructor evaluations, but also realize they can do their own evaluations.
 2. SBA is thinking they will do their evaluations in Spring 2005 (but haven't decided yet), on their own time, with a form of their own devising. The evaluation would include scale rating and written comments. A summary of the numerical results would be posted on the student intranet, and the written comments placed in a central location for access.

3. The SBA notes that if they do it on their own time and with their own form, it won't require faculty approval.
4. The Student Affairs committee is working with SBA and they expect that the SBA will share any drafts of the form that they devise.
5. Several faculty members expressed concern about the results that the students would obtain from their own process, and that there would be a disconnect between what the students say on their own forms and what the official instructor evaluations reflect.
6. Dean Scarnecchia suggested that Bay tell the students on the committee that the faculty might like to collaborate on the process.

V. Writing Assignment:

- A. Since last discussion, the Curriculum Committee met and an alternative proposal was developed (Tutorial Proposal attached). (Also attached is the Seminar Proposal noted below.) Comments on the tutorial proposal:
 1. Right now, students who are interested will do the work, those not interested will opt-out through the exceptions. This includes the students who are most in need of that critical feedback.
 2. Tutorial proposal will help close the loopholes.
 3. The proposal calls for the random distribution of students to faculty for tutoring, up to four. This would be a requirement for all 2nd year students.
 4. It calls for experience that focuses on the process of review and interaction between student and faculty member, and presenting the students with a model of a professional.
 5. The proposal also creates a smaller group in terms of mentoring.
- B. On discussion, it was suggested that the seminar proposal could be amended to close the loopholes. There was much discussion of the merits of the tutorial proposal and those of the (possibly) amended seminar proposal.
- C. Dean Scarnecchia stated that it is her hope that the new writing requirement also comes with an improved academic support program, which is being developed.
- D. Moore called the question. Dean Scarnecchia suggested that the faculty have a straw vote.
- E. The possible proposals for the straw vote were:
 1. Seminar Proposal as is.
 2. Seminar Proposal without exceptions.
 3. Seminar Proposal with revised deadlines.
 4. Tutorial Proposal as is.

- F. Dean Scarnecchia suggested that the Seminar Proposal with revised deadlines only be discussed if the Seminar Proposal (in some form) is chosen. This was accepted by the faculty.
 - G. On straw vote, the seminar proposal without exceptions was chosen.
 - H. Deadlines:
 - 1. After considerable discussion, Moore moved the following amendments to the Seminar Proposal:
 - a. Take out parenthetical in paragraph 2.
 - b. Take out paragraph 3.
 - c. Renumber paragraph 4 to 3.
 - d. In paragraph 4 (renumbered to 3) sentence 2, remove "... or independent study or write their journal note/comment ..."
 - e. In paragraph 4 (renumbered to 3) sentence 2, change to "...or either semester of their third year ..."
 - 2. It was noted that the faculty needs to think about the ramifications of posting the papers to the intranet or internet (copyright, and limiting student choices).
 - I. Moore moved that the Seminar Proposal, as amended, be accepted. The motion passed.
- VI. The agenda item about the Santa Fe Presence was tabled until the next meeting.
 - VII. The next meeting will be on December 7.

The meeting was adjourned at 4:59 pm.

Respectfully Submitted,

Reva M. Chapman
Administrative Assistant to Dean Suellyn Scarnecchia