11-10-1992

Faculty Senate Meeting Minutes, 11/10/1992, vol 17, p 58-87

UNM Faculty Senate

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November 2, 1992

TO: Members of the UNM Faculty Senate
FROM: Anne J. Brown, Secretary
SUBJECT: November Meeting

The UNM Faculty Senate will meet on Tuesday, November 10, 1992 from 3:30 p.m. to 5:30 p.m. in the Kiva.

The agenda will include the following items:

1. Summarized Minutes of October 13, 1992
2. Address by Mimi Swanson, President of the UNM Staff Council
3. Senate President’s Report — Professor Mary Harris
4. Election of One Member of the Senate Operations Committee as Replacement for Mary Grizzard. Faculty from Arts & Sciences, Medicine and Pharmacy not Eligible for Election
5. Resolution Concerning the Office of the University Secretary — Professor Mary Harris
6. Items from the Curricula Committee — Professor David Null
   (a) Revision of the Archeology Graduate Program
   (b) Revision of Bachelor of Civil Engineering Degree
   (c) Name Change for Department of Geology
7. Implementation of the Hemispheric Initiative (For Information Only)

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THE UNIVERSITY OF NEW MEXICO

FACULTY SENATE MEETING

November 10, 1992

(Summarized Minutes)

The November 10, 1992 meeting of the Faculty Senate was called to order by President Mary Harris at 3:30 p.m. in the Kiva.

Senators present: Dave Baldwin (Zimmerman Library), Lynn Diane Beene (A&S), Joan Bybee (A&S), Bel Campbell (A&S), Edith Cherry (Arch & Ping), Jeff Davis (A&S), James Dawson (Gallup Branch), Michele Diel (Valencia Branch), Luisa Duran (Education), Eva Encinias (Fine Arts), Charles Fledderman (Engineering), Robert Glaew (Medicine), Larry Gorbet (A&S), Mary Grizzard (Fine Arts), Blaine Hart (Medicine), Mary Harris (Education), Roy Johnson (Engineering), Kathleen Koehler (Education), Harry Lull (Centennial Library), Vonda Mung (Education), William MacPherson (Law School), John Matthews (A&S), Kathleen Matthews (University College), Patrick McNamara (A&S), Beth Miller (Gallup Branch), Donald Natvig (A&S), Pramod Pathak (A&S), Glynn Raymond (Pharmacy), Edward Reyes (Medicine), Gloria Sarto (Medicine), Dianna Shomaker (Nursing), Don Simonson (Management), Randy Thornhill (A&S), Benjamin Walker (Medicine), James Wallace (Medicine) and Ebtisam Wilkins (Engineering).

Absent: Jane Bruker (Gallup Branch), Richard Coughlin (A&S), Susan Deese (Zimmerman Library), James DePaepe (Education), Bradley Ellingboe (Fine Arts), Walter Forman (Medicine), Kenneth Gardner (Medicine), Robert Greenberg (Medicine), Shlomo Kari (Engineering), Demetra Logothetis (Dental Programs), Deborah McFarlane (Public Administration), Mark Ondrias (A&S), Russell Snyder (Medicine), Erik Trinkaus (A&S), Nelson Valdes (A&S), and Nina Wallerstein (Medicine).

Minutes of October 13, 1992. The words "in accord with the University Planning Council" on page 3, paragraph 1 (Mary Harris' report) were deleted and the Senate approved the minutes of October 13, 1992 as amended.

Address by Mimi Swanson, President of the Staff Council. Mimi Swanson began her report by distributing a list of staff and faculty salary increases at New Mexico institutions of higher education.

She presented some of the results from the recent Staff Council Salary survey: 23.3% of the UNM staff work more than one job; 72.1% perform duties outside their job description; 84.8% are given comp time rather than salary for work in excess of 40 hours per week; 48.2% feel they are not recognized for their efforts; 34.5% said they are not given an annual performance evaluation; 86% would like to have a uniform merit system established. 44% of the UNM staff members make less than $22 thousand per year.

Ms. Swanson urged the Faculty Senate to work with the Staff Council to solve problems of mutual concern to staff and faculty and to take a leadership role. She said the Staff Council is ready to help with the issues of student assessment, enrollment management and to participate on administrative search committees. She reminded the Senate that last year it had called for an immediate administrative hiring pause.
The Staff Council is presenting a resolution at its next meeting calling for an immediate administrative hiring pause at UMM with all monies saved as a result of the pause to be devoted to staff salaries.

The issue of tuition waivers was discussed as well as the new "policy" regarding bookholders being asked to justify purchases from non-minority businesses and having to tag each piece of out-going mail.

Senator Patrick McNamara asked what the mechanism might be for the Staff Council and the Faculty Senate to cooperate on issues of mutual concern and it was suggested that the Staff Council Executive Committee and the Faculty Senate Operations Committee meet on a regular basis.

Senate President's Report. Senate President Mary Harris presented her report to the Senate. She said she had spoken with Professor Marion Cottrell regarding the Core Curriculum issue and it was agreed that at this point the general guideline of a core with 18 to 24 hours has been approved. Nothing will be done unless some committee or group makes a recommendation with respect to implementation. Additionally, there is no need to rescind the guidelines since there are no procedures in place for implementation. If nothing is done, there will be no core.

As requested, President Harris has sought information regarding political pressures which may be brought to bear regarding a core curriculum. Our lobbyist reported that this year the core curriculum is unlikely to be a problem but the issue of faculty workloads is. President Peck, however, feels there may be some pressure for a core from legislators and Regents.

A copy of the resolution approved at the last Senate meeting affirming that no new programs or curricula changes will be approved without a financial impact statement was sent to all deans, department chairs and other administrators.

The Faculty Senate Reallocation Committee has been meeting regularly and has decided to become involved in issues involving more than one college. Also, the Committee believes that the Honors proposal, if presented to the Senate, should be considered by the Undergraduate and Curricula Committees. It will be revised by Provost Paul Risser before it is presented to the Senate.

The Reallocation Committee has decided to take no action at the present time regarding the reorganization of the Hemispheric Initiative Program. The proposed reorganization of the Division of Public Administration and a report on student outcomes assessment will be items on the agenda of the next meeting of the Faculty Senate Reallocation Committee.

A town hall meeting to discuss honors education will be held on Wednesday, November 8 from noon until 1:00 p.m. in the Kiva. Copies of the proposal are available from Provost Risser's office.

President Harris announced that a special events parking plan has been developed and is available from Vice President Zuniga Forbes' office.

The Undergraduate Committee will be developing a process and principles for review of undergraduate programs. The committee itself will not conduct the reviews.
The vote was taken and was in favor of the suggestion and President Harris said the result of the straw vote will be conveyed to President Peck.

Senator MacPherson moved that the word "urge" be changed to "direct" in paragraph 8. Approved.

Senator Kathleen Koehler proposed an amendment to add the words "in consultation with the Faculty Senate Operations Committee." Approved.

Upon recommendation of the Senate Operations, the Senate approved the following resolution as amended.

WHEREAS, according to the Faculty Handbook, the Secretary of the University serves as the secretary of the University Faculty, the secretary of the Faculty Senate, and an ex officio member of the Faculty Senate;

WHEREAS, the Office of the University Secretary serves as the chief repository of information about the past and current functioning of the University, providing a source of information about both precedents and current status of the University that is absolutely invaluable for faculty, administrators and other members of the University community;

WHEREAS, the Office of the University Secretary provides staff support to Faculty Senate and other faculty committees;

WHEREAS, the Office of the University Secretary is responsible for distributing and updating the Faculty Handbook and the year end reports of faculty activities;

WHEREAS, the Office of the University Secretary provides a variety of other services which affect faculty, from coordinating commencement and other special ceremonies to serving as a liaison between various faculty committees and other groups;

WHEREAS, in short, it would be difficult for the present system of faculty governance to continue without the current level of support from the Secretary of the University and her office; and

WHEREAS, Anne Brown has announced her intention of retiring at the end of the calendar year;

THEREFORE, we direct the President of the University

1) to begin a search for a replacement for Anne Brown;

2) to publish a job description, in consultation with the Faculty Senate Operations Committee, which makes clear the importance of this office for the faculty (and the rest) of the University of New Mexico; and

3) to retain the duties of the University Secretary in a single office and to strengthen the support provided to this office.
Regarding the issue of collective bargaining, only one person has expressed interest in helping to coordinate information. Professor Charles McClelland, President of the UNM chapter of the American Association of University Professors, met with the Operations Committee and he said he would be happy to discuss AAUP and/or collective bargaining with anyone who is interested.

The ITV Policy for Distance Education is now under consideration by the Research Policy Committee. Recommendations will be presented to the Senate in the near future. President Harris also told the Senate that there will be a conference on student outcomes assessment on Monday, November 16 and Tuesday, November 17 and there may still be space available for one more person to attend.

Faculty members nominated by the Faculty Senate and appointed by President Peck to serve on the search committee for a new Provost are Nasir Ahmed, Brian Hansen, Ruth Luckason and T. Diana Rebolloco. President Peck added Professor David Ligon and Professor Jane Slaughter to be the chairperson of the committee. Additionally, former professor and chairman of the Department of Mathematics and Statistics David Sanchez was appointed to the committee.

Election of One Member of the Senate Operations Committee. Senator Mary Grizzard will be on leave next semester and a replacement on the Operations Committee needs to be selected. Although several nominations were made, none were accepted and the Senate decided to table the selection until the December Senate meeting. President Harris urged faculty members to consider serving on this important committee.

Resolution Concerning the Office of the University Secretary. President Harris told the Senate that University Secretary Anne Brown plans to retire in January of 1993. The Operations Committee has spoken with President Peck concerning her resignation and he told them that he has not made any decisions regarding the position. President Harris gave the President a letter from the Operations Committee urging him to keep the important functions of the office intact, particularly those functions which provide information to the faculty and those which provide information regarding precedent as well as the support functions.

Senator Joan Bybee stressed the importance of the office particularly given the rather high turnover of administrators. She said the University needs someone who knows the traditions as well as the rules.

Senator William MacFerson said he felt that the only problem with the proposed resolution is that the Senate should assist in creating a job description since the position is one of faculty support. He suggested that it be made clear that the records of Senate actions and decisions are to be maintained by the University Secretary's Office. Additionally, he suggested that any policies made are not binding until such time that they are officially filed with the Office of the University Secretary. He requested that if this suggestion is not added as an amendment to the proposed resolution, it be an item on the December Senate agenda.

Senator Larry Gorbet moved that the word "administrators" be added after "faculty" in the second paragraph of the resolution. Approved.

Senator Gorbet also requested that a straw vote be taken regarding Senator MacFerson's suggestion regarding the filing of policies in the University Secretary's Office.
Items from the Curricula Committee. Upon recommendation of Professor David Null for the Curricula Committee, the Senate approved a revision of the Archeology Graduate Program and a revision of the Bachelor of the Civil Engineering degree. A name change from the Department of Geology to the Department of Earth and Planetary Sciences was also approved.

Implementation of the Hemispheric Initiative. This item was presented for information only and there was no discussion.

Senator Kathleen Koehler suggested that the Faculty-Staff Benefits Committee present a report to the Senate in December regarding the issue of tuition waivers.

Also, there was another brief discussion about pursuing the issue of collective bargaining.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Anne J. Brown, Secretary
Resolution about the Office of the University Secretary

WHEREAS, according to the Faculty Handbook, the Secretary of the University serves as the secretary of the University Faculty, the secretary of the Faculty Senate, and an ex officio member of the Faculty Senate;

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WHEREAS the Office of the University Secretary is responsible for distributing and updating the Faculty Handbook and the year end reports of faculty activities;

WHEREAS the Office of the University Secretary provides a variety of other services which affect faculty, from coordinating commencement and other special ceremonies to serving as a liaison between various faculty committees and other groups;

WHEREAS, in short, it would be difficult for the present system of faculty governance to continue without the current level of support from the Secretary of the University and her office; and

WHEREAS Anne Brown has announced her intention of retiring at the end of the calendar year;

THEREFORE we urge the President of the University

1) to begin a search for a replacement for Anne Brown;

2) to publish a job description which makes clear the importance of this office for the faculty (and the rest) of the University of New Mexico; and

3) to retain the duties of the University Secretary in a single office and to strengthen the support provided to this office.
FORM D
MAJOR AND MINOR CURRICULAR CHANGES
Date: Jan. 30, 1992

CIP CODE

L.C. Strauss, Professor
(Name of individual initiating curricular change form)

Asst. Chair, Anthro./Convenor, Archeology
(Title, position)

Anthropology
(Dept. Div., Prog.)

This form is for Archeology Graduate Program
Name of New or Existing Program

Graduate

This program is or would be located in current catalog page 51-52

I. Major Change-Mark appropriate category

<table>
<thead>
<tr>
<th>Degree</th>
<th>Major</th>
<th>Minor</th>
<th>Concentration</th>
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<tbody>
<tr>
<td>New</td>
<td></td>
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Give exact title and requirements as they should appear in the catalog. (See current catalog for format within the respective college). Attach additional sheets if necessary.

II. Minor Change-

Minor name change of existing degree, major, minor, or concentration.

New Name of Program

Minor program revision (3-5 hours) Please specify below: Add a required seminar in Anthrop. Theory & Archeology; change a "Topics" to a required "Lab Methods in Archeology" course; require (rather than "recommend") a distribution of topic area courses for all grad students; require rather than recommend a field school experience; move proposal design seminar to post-Comps position and make it required only of Ph.D. candidates; change (to broaden) title & content of Anth. 579.

Effective Date of Proposed Change: Fall 1992

Budgetary and Faculty Load Implications: (attach statements) Attached

Does this change impinge in any significant way on my other student or departmental programs? Yes  No x

If yes, have you resolved these issues with department involved? (attach statement)

Signature: [Signature]

Department Chair

Approvals:

Dean of Library Services
CIRT
College Curricula Committee
(If necessary)
College of School Faculty
College or School Dean
FS Undergraduate Acad. Affairs
FS Graduate Committee
Office of Graduate Studies
FS Curricula Committee
Assoc. VP of Academic Affairs
Faculty Senate

Date: 2-24-92
Date: 13 March 1992
Date: 4 May 1992
Date: 17 May 92
Date: 10/19/92
Date:

UNIT PREPARES IN QUADRUPLE
Routing (All four copies)
1. Dean of Library Services
2. CIRT (Comp & Inform Res & Tech), if necessary
3. College Curriculum Comm. if necessary
4. College or School Faculty
5. College or School Dean
6. FS Undergraduate Academic Affairs Comm. and/or FS Graduate Comm.
7. Office of Graduate Studies (For grad. level changes)
8. FS Curricula Committee
9. VP of Academic Affairs
10. Faculty Senate
4 May 1992

To: Senate Graduate Committee

From: Robert E. Fleming
Associate Dean, A & S

Subject: The enclosed Form C

The Curriculum Subcommittee of the A & S Graduate Committee has discussed the enclosed Form C, which deals with several minor fine-tunings in the MA and PhD programs of Anthropology. The committee felt, and I concur, that the proposed changes were well reasoned and should result in a stronger program.

Because of the minor nature of the changes, we have not polled the entire faculty of the College, as has been our practice this year in the case of Forms C which involve major curricular change. I hope that the Senate Graduate Committee will accept the recommendation of the committee that has been charged by the College with oversight of questions such as this.
Over the course of 1.5 years, the Archeology Faculty in the Anthropology Department has been systematically discussing its curriculum and requirements for Ph.D. and M.A. students in light of changes in the profession and our experiences with students taking the Ph.D. and M.A. exams in recent years. It has decided that a somewhat more structured program is needed.

Students are in need of a more solid background in those aspects of general anthropological theory that are specifically relevant to archeology. Hence we have added a third seminar to our History-Method-Theory sequence: Anthro.574, Anthropological Theory and Archeology.

Students are lacking in systematic exposure to advanced lab methods in the analysis of ceramics and lithics. Hence we have added a lab methods course that may eventually be expanded to include some paleoenvironmental methods: Anth.473, Laboratory Methods in Archeology. In the past, students had to acquire both relevant anthropological theory and advanced lab methods on an ad hoc, spotty basis.

In the past we had "recommended" that students take substantive courses in different topic areas of world prehistory in preparation for their career (and the exams). Because this type of "recommendation" only worked partially, we have decided to require that all graduate students take a minimum of one upper division course or seminar in EACH of three major areas of interest: Pleistocene paleoanthropology, middle-level ("Neolithic"/"Formative") societies and complex societies (early civilizations). This will ensure that students have at least some empirical, comparative grounding in areas other than their own chosen area of research.

Because we are increasingly getting entering graduate students who have changed majors since college or who have slight or no archeological field experience despite a major in archeology, it has become clear that we must require a field school experience. Hence the new requirement that all graduate students participate in our field school or in an accredited field school elsewhere before they take their Ph.D. or M.A. exam.

Based on 17 years experience in offering Anthro.371 (ex-466, ex-366), it is clear that students need a research design and proposal writing course. However, we now feel that it should be restricted to advanced graduate students and that it should be taken after passing the Ph.D. Qualifying Exam (not before), as indeed it should be a critical element of preparation for the production of the dissertation prospectus. Hence we have changed the number and name of the course to Anthr.575, Archeological Research Proposals.

To more accurately reflect a broader range of variable technical contents (not only taphonomy, but also technical ceramic, lithic, and other analyses), we have decided to change the title and description of elective seminar Anth.573 from "Archeological Taphonomy" to "Advanced Technical Studies in Archeology".

All of these changes amount to fine-tuning an already successful program of studies for graduate students, using existing faculty and facilities.
In re Anth. 574; whereas in the past each of the two required seminars in History-Method-Theory of Archeology was team-taught by two regular faculty members, from now on we have agreed that each of the three required seminars will be taught by only one faculty member. Thus the required sequence will need three instructors instead of four, despite the addition of 574. This will free an instructor for the teaching of 473.

In re Anth. 473, this course has already been taught twice as a "Topics" course. Prof. Ramensky was in fact hired in part to teach just this sort of course—which she is doing and will continue to do. (Also see above for the fact that our new arrangement for teaching the 571-572-574 sequence balances out an FTE for 473 or for undergraduate teaching.)

In re Anth. 475, this course has already been taught under a different number and in a different slot (pre-Comps as opposed to post-Comps), mainly by Prof. Straus but also by Prof. Boone. Thus there are no load implications.

In re the new area distribution requirement, all these courses are already being taught by regular faculty, thus there are no load implications. The same is true for renamed Anth.575.

In re the field school requirement, UNM has an old, distinguished archeological field school, presently directed by Prof. Wills, who is planning an advanced session for graduates. Thus there are no load implications for this requirement either.

Thus, with the described rearrangements, we can offer this new program of required studies without added faculty or budgetary loads.
DEPARTMENT OF ANTHROPOLOGY
UNIVERSITY OF NEW MEXICO
ARCHEOLOGY GRADUATE PROGRAM

MASTER'S DEGREE

Graduate students are subject to all rules and regulations as outlined in the Graduate Bulletin of the University of New Mexico.

In addition, the first semester Program of Studies of all entering students must have the written approval of the graduate advisor before the students may register for their first semester. A copy of this written and approved Program of Studies must be given to the department graduate secretary for the student file.

Requirements

Plan I
A. 24 hours of course work (exclusive of thesis)
B. of which 6 hours must be 500-level courses
C. exam administered by Committee focusing on general course work
D. thesis

Plan II
A. 32 hours of course work
B. of which 12 hours must be 500-level courses
C. Exam administered by Committee focusing on general theoretical, methodological, and substantive concerns

Master's Degree Options

Students entering the Master's Degree program may opt for either an MA or MS degree. MS degree students must satisfy the additional requirements as outlined in the Graduate Bulletin. MS degree students are advised that the science minor must be in a department other than anthropology, and that participation of a faculty member of the minor department is required for the Master's Examination.

Additional Guidelines:

1. Completion of either Plan I or II does not guarantee admission to the PhD program or admission to PhD candidacy.

2. The Master's Program is meant to be flexible and tailored to students' needs and interests while producing highly qualified students.
3. Students should form their Master's Committee before the completion of 12 hours of course work or by the end of the first year in residence at the latest, so that they can consult with faculty members on courses, time schedule, kind of exam, etc. (especially true with Plan I, where exam will cover course work). The three-person Master's Committee must include at least two members of the archeology faculty. The Chairperson of the Committee must be a member of the archeology faculty. After a committee is formed, the Chairperson should report its composition to the Archeology Faculty at one of its regular meetings.

4. The kind of Master's Examination (oral or written) administered in either plan is up to the student's committee. The Committee will be responsible for evaluating the exam. Any questions about the above guidelines should be directed to the archeologist currently sitting on the department's Graduate Studies Committee.

5. In terms of course work all Master's Degree students must take the 2-semester sequence of ANTHRO 571/572/574 and 372/473 in their first year in residence. No transfer credits will be accepted to meet these course requirements. In addition, the master's committee will advise students to take several, diversified, substantive courses. All students must also successfully complete the seminar in Archeological Proposal Writing (ANTH 575) in their second year.

6. Students must file the Application for Candidacy for the Master's Degree the semester before they plan to fulfill all requirements for the degree.

7. Students entering with deficiencies in Anthropology will, upon consultation with the Graduate Advisor, be required to take at least one or more of Anthropology 320, 330, 350 and/or 310, as appropriate.

8. Archeological Field Experience Requirement. Prior to taking the Master's Comprehensive Examination, all students must demonstrate substantial field experience (fulfilled by appropriate university credits on a transcript) at UNM or another institution. Exceptional petitions for equivalent fulfillment of this requirement may be granted by the Archeology Faculty in consultation with the Archeology Graduate Advisor and Field School Director.

Any exceptions to these academic requirements must be requested in writing and be approved by the Archeology Faculty. It is the responsibility of the student to keep the Graduate Secretary informed of all major steps proposed in the program.

Effective Fall 1992
DEPARTMENT OF ANTHROPOLOGY  
UNIVERSITY OF NEW MEXICO  

ARCHEOLOGY GRADUATE PROGRAM  

MASTERS DEGREE  

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In addition, the first semester Program of Studies of all entering students must have the written approval of the graduate advisor before the students may register for their first semester. A copy of this written and approved Program of Studies must be given to the department graduate secretary for the student file.

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Master's Degree Options

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4. The kind of Master’s Examination (oral or written) administered in either plan is up to the student’s committee. The Committee will be responsible for evaluating the exam. Any questions about the above guidelines should be directed to the archeologist currently sitting on the department’s Graduate Studies Committee.

5. In terms of course work all Master’s Degree students must take the 2-semester sequence of ANTHRO 571/572 and 371/372 in their first year in residence. No transfer credits will be accepted to meet these course requirements. In addition, the master’s committee will advise students to take several, diversified, substantive courses.

6. Students must file the Application for Candidacy for the Master's Degree the semester before they plan to fulfill all requirements for the degree.

7. Students entering with deficiencies in Anthropology will, upon consultation with the Graduate Advisor, be required to take at least one or more of Anthropology 320, 330, 350 and/or 310, as appropriate.

Any exceptions to these academic requirements must be requested in writing and be approved by the Archeology faculty (Board of Archeologists). It is the responsibility of the student to keep the Graduate Secretary informed of all major steps proposed in the program.

Fall 1988
Graduate students are subject to all rules and regulations as outlined in the Graduate Bulletin of the University of New Mexico.

In addition, the first semester Program of Studies of all entering students must have the written approval of the graduate advisor before the student may register for the first semester. A copy of this written and approved program of studies must be given to the Department Graduate Secretary for the student file.

Students entering the program with a Master's degree in anthropology from another institution must provide the faculty with a description of coursework taken for that Master's degree. This should be done at the beginning of the first semester in residency at UNM.

Students entering with a Master's Degree but with deficiencies and those students with a Bachelor's Degree who did not have an Anthropology major in college must, in their first semester, on the advice of the Graduate Advisor, formulate a plan of studies to prepare himself for the Ph.D. Qualifying Examination (COMPS). Such special cases may petition the Archaeology faculty with regard to scheduling of their Ph.D. Qualifying Examination (COMPS).

Students entering with deficiencies in Anthropology will, upon consulting with the Graduate Advisor, be required to take at least one or more Anthropology 320, 330, 321, and/or 310, as appropriate.

Requirements

I. Coursework: Students must enroll for a total of 30 credit hours (300-level and above). This requirement should be met by the end of the fourth semester in residence. The archaeology faculty member on the Graduate Studies Committee functions as the advisor for all students in the Ph.D. line until they pass the Ph.D. Qualifying Examination (COMPS).

A. Required Courses: Five courses specifically required for all students in the Ph.D. line:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ANTH 371</td>
<td>History and Theory in Archaeology</td>
</tr>
<tr>
<td>ANTH 572</td>
<td>Current Debates in Archaeology</td>
</tr>
<tr>
<td>ANTH 574</td>
<td>Anthropological Theory &amp; Archeology</td>
</tr>
<tr>
<td>ANTH 372</td>
<td>Analytical Methods in Archaeology</td>
</tr>
<tr>
<td>ANTH 473</td>
<td>Laboratory Methods in Archaeology</td>
</tr>
</tbody>
</table>

These courses (i.e., 371, 572, 574, 372 and 473) must be taken during the first year in residence; no transfer credits will be accepted to meet these course requirements.

Faculty teaching these courses will be rotated from year to year.

B. Distributional Course Requirements in Archaeology: Prior to taking the Ph.D. Qualifying Exam, students must successfully complete (grade of B- or better) at least one 300-500-level course or seminar in each of the following topic areas:

- Hominid Evolution in the Pleistocene (ANTH 325, 327, 329, 525, 527, 538)
- Mid-Level Societies (New and Old World: ANTH 321, 323, 326, 321)
- Complex Societies (New and Old World: ANTH 322, 324, 328, 529, 522, 529)
C. **Outside of Archeology Program.** By the semester that the student takes his/her SPECIALS Examination (see below), the student will be required to take at least two (2) courses outside of archeology (exclusive of courses taken to fulfill the Language/Special Skills requirement). These may be courses in ethnology, biological anthropology, anthropological linguistics, or they may be courses offered by other departments (advisor approval is required if the course is outside of the department). To fulfill this requirement, the student must receive a "B" or better in each of the two courses. Students are advised to take one course per year to meet this requirement.

II **Archeology Field Experience Requirement.** Prior to taking the Ph.D. Qualifying Examination, all students must demonstrate substantial field experience (fulfilled by appropriate university credits on a transcript) at UNM or another institution. Exceptional petitions for equivalent fulfillment of this requirement may be granted by the Archaeology Faculty in consultation with the Archeology Graduate Advisor and Field School Director.

III **Ph.D. Qualifying Examination.** Students must take this examination either in their fourth semester in residence or during the semester that they expect to complete the 30 credit requirement.

The qualifying examination consists of a two-day exam given each year in early April. Students will be given questions by the full archeology teaching faculty. The theoretical/methodological section of the examination will focus on ideas and skills developed in the required coursework. This coursework is designed to provide a groundwork for the qualifying exam; taking these courses does not automatically assure passing the exam. Substantive questions will be asked. These questions, however, will be sufficiently general so that the student can utilize cultural historical materials from the areas of his/her choice. Preparation and marking of the examination will be undertaken by the full archeology faculty. Students will be identified by number, not by name. Each student has two chances to pass the qualifying examination. If the student fails to pass the second time, he/she will be suspended from pursuing further graduate work in anthropology.

NOTE: If a student passes the exam, he/she is eligible to request a Master's Degree providing that the student does not already hold a Master's Degree in Anthropology. An Application for Candidacy for the Master's Degree must be filed in order to receive the degree. Failure to pass the exam disqualifies a student from requesting a Master's Degree.

IV **Requirements After the Ph.D. Qualifying Examination**

A. **Coursework, Residency and Ph.D. Committee on Studies.** The students must take at least 18 additional credit hours. These 18 hours of coursework should be planned in such a way as to also satisfy the residency requirement. Before enrolling, the student should form a Ph.D. Committee on Studies. This committee must have a member of archeology faculty as chairperson, plus two additional faculty members, one of whom must be an archeologist. The composition of this committee must be approved by the Graduate Studies Committee. The function of the Ph.D. Committee on Studies is to prepare the student for the Ph.D. comprehensive Examination (SPECIALS), which is administered by the Ph.D. Committee on Studies, not the archeology faculty. Each student has two chances to pass the SPECIALS. Failure to pass the second time will result in suspension from pursuing further work in anthropology at the University of New Mexico.

B. **Proposal Writing Seminar.** After passing the Ph.D. Qualifying Examination, all students must successfully complete the seminar in Archeological Proposal Writing (ANTH 575) before submitting the Ph.D. Dissertation Prospectus to the Anthropology Faculty.
C. **Application for Candidacy for the Doctoral Degree.** This form must be filed the semester before a student plans to take the SPECIALS Exam.

D. **SPECIALS (Doctoral Comprehensive Examination).** This examination will be given to the student by the Committee on Studies. The student will be examined, in writing, on three areas relevant to the student's proposed Ph.D. research, to be selected by the student in consultation with the Committee on Studies soon after the committee has been formed.

E. **Ph.D. Prospectus.** This written document states what directions the student’s Ph.D. dissertation will take. Please check the departmental guidelines concerning the Ph.D. prospectus available in the Anthropology Office. The prospectus is to be submitted at the beginning of the semester the student expects to meet this requirement. It will be reviewed by the full Anthropology Faculty. The student is required to have Committee on Studies approval before submission.

F. **Language and/or Special Skills.** These requirements will vary, depending on the student’s interest. The student and Committee on Studies will decide whether the student will:
   1. demonstrate a reading knowledge in two foreign languages
   2. demonstrate a reading knowledge in one foreign language and a knowledge or special analytical skill (i.e., statistics, computer programming)

G. **Dissertation Fieldwork.** Extent of fieldwork will be determined by the student’s Committee on Studies.

H. **Dissertation Committee.** Once a student has received faculty approval to proceed with the dissertation topic outlined in the written prospectus, the Dissertation Committee should be formed, and approved by the dean of the Office of Graduate Studies by means of the Dissertation Committee Approval form, available in the Department Office. In most cases, the Ph.D. Committee on Studies will serve as the Dissertation Committee, augmented by the addition of a fourth member from outside the department. Dissertation Committees may be revised at any time during 699 enrollment as long as the revision is approved by the Dean of Graduate Studies.

I. **Dissertation Defense.** Once the Dissertation Committee approves a draft copy of the dissertation in consultation with the committee, the student will schedule a defense date by filing an Announcement at least two weeks in advance with the graduate secretary. Guidelines for the Dissertation Defense are available from the Department Graduate Secretary.

Any exceptions to these academic requirements must be requested in writing and be approved by the Archeology Faculty.

**It is the responsibility of the student to keep the Graduate Secretary informed of all major steps proposed in the program.**

**Effective Fall 1992**
Graduate students are subject to all rules and regulations as outlined in the Graduate Bulletin of the University of New Mexico.

In addition, the first semester Program of Studies of all entering students must have the written approval of the graduate advisor before the student may register for the first semester. A copy of this written and approved program of studies must be given to the Department Graduate Secretary for the student file.

Students entering the program with a Master's degree in anthropology from another institution must provide the faculty with a description of coursework taken for that Master's degree. This should be done at the beginning of the first semester in residency at UNM.

Students entering with a Master's Degree but with deficiencies and those students with a Bachelor's Degree who did not have an Anthropology major in college must, in their first semester, on the advice of the Graduate Advisor, formulate a plan of studies to prepare him/herself for the Ph.D. Qualifying Examination (Comps). Such special cases may petition the Anthropology faculty with regard to scheduling of their Ph.D. Qualifying Examination (Comps).

Students entering with deficiencies in Anthropology will, upon consulting with the Graduate Advisor, be required to take at least one or more Anthropology 320, 330, 321, and/or 310, as appropriate.

Requirements

I. Coursework. Students must enroll for a total 30 credit hours (300-level and above). This requirement should be met by the end of the fourth semester in residence. The anthropology faculty member on the Graduate Studies Committee functions as the advisor for all students in the PhD line until they pass the PhD Qualifying Examination (Comps).

A. Required Courses. Four courses specifically required for all students in the PhD line:

- ANTH 371 Archeological Research Methods
- ANTH 372 Analytical Methods in Archeology
- ANTH 571 History and Theory in Archeology
- ANTH 572 Current-Debates in Archeology

These courses (i.e. 571, 572, 371 and 372) must be taken during the first year in residence; no transfer credits will be accepted to meet these course requirements. Faculty teaching these courses will be rotated from year to year.

NOTE: For those students enrolled prior Fall 1988, two semesters of 507 are accepted in lieu of 571 and 572.
B. Other Coursework. Students are encouraged to enroll in a broad spectrum of courses to meet the remaining 18 credit hours. These courses should deal with subjects spanning the complete range of socio-cultural complexity. Students will also be expected to be very familiar with the prehistory of several major regions of the world.

C. Outside of Archeology Program. By the semester that the student takes his/her Specials Examination (see below), the student will be required to take at least two (2) courses outside of archeology (exclusive of courses taken to fulfill the Language/Special Skills requirement). These may be courses in ethnology, biological anthropology, anthropological linguistics, or they may be courses offered by other departments (advisor approval is required if the course is outside of the department). To fulfill this requirement, the student must receive a "B" or better in each of the two courses. Students are advised to take one course per year to meet this requirement.

II. PhD Qualifying Examination. Students must take this examination either in their fourth semester in residence or during the semester that they expect to complete the 30 credit requirement.

The qualifying examination consists of a two-day exam given each year in early April. Students will be given questions by the full archeology teaching faculty. The theoretical/methodological section of the examination will focus on ideas and skills developed in the required coursework. This coursework is designed to provide a groundwork for the qualifying exam, taking these courses does not automatically assure passing the exam. Substantive questions will be asked. These questions, however, will be sufficiently general so that the student can utilize cultural historical materials from the areas of his/her choice. Preparation and marking of the examination will be undertaken by the full archeology faculty. Students will be identified by number, not by name. Each student has two chances to pass the qualifying examination. If the student fails to pass the second time, he/she will be suspended from pursuing further graduate work in anthropology.

NOTE: If a student passes the exam, he/she is eligible to request a Master's Degree providing that the student does not already hold a Master's Degree in Anthropology. An Application for Candidacy for the Master's Degree must be filed in order to receive the degree. Failure to pass the exam disqualifies a student from requesting a Master's Degree.

III. Requirements After the PhD Qualifying Examination

A. Coursework, Residency, and PhD Committee on Studies. The students must take at least 18 additional credit hours. These 18 hours of coursework should be planned in such a way as to also satisfy the residency requirement. Before enrolling, the student should form a PhD committee on Studies. This committee must have a member of archeology faculty as chairperson, plus two additional faculty members, one of whom must be an archeologist. The composition of this committee must be approved by the Graduate Studies Committee. The function of the PhD Committee on Studies is to prepare the student for the PhD comprehensive Examination (Specials), which is administered by the PhD Committee on Studies, not the archeology faculty. Each student has two chances to pass the Specials. Failure to pass the second time will result in suspension from pursuing further work in anthropology at the University of New Mexico.
B. Application for Candidacy for the Doctoral Degree. This form must be filed the semester before a student plans to take the Specials Exam.

C. Specials Examination. This examination will be given to the student by the Committee on Studies. The student will be examined in writing on three areas relevant to the student's proposed PhD research, to be selected by the student in consultation with the Committee on Studies soon after the committee has been formed.

D. PhD Prospectus. This written document states what directions the student's PhD dissertation will take. Please check the departmental guidelines concerning the PhD prospectus, available in the Anthropology Office. The prospectus is to be submitted at the beginning of the semester the student expects to meet this requirement. It will be reviewed by the full Anthropology Faculty. The student is required to have Committee on Studies approval before submission.

E. Language and/or Special Skills. These requirements will vary, depending on the student's interest. The student and Committee on Studies will decide whether the student will:
   (a) demonstrate a reading knowledge in two foreign languages
   (b) demonstrate a reading knowledge in one foreign language and a knowledge or special analytical skill (i.e., statistics, computer programming)

F. Dissertation Fieldwork. Extent of fieldwork will be determined by the student's Committee on Studies.

G. Dissertation Committee. Once a student has received faculty approval to proceed with the dissertation topic outlined in the written prospectus, the Dissertation Committee should be formed and approved by the dean of the Office of Graduate Studies by means of the Dissertation Committee Approval form, available in the Department Office. In most cases, the PhD Committee on Studies will serve as the Dissertation Committee, augmented by the addition of a fourth member from outside the department. Dissertation Committees may be revised at any time during 699 enrollment as long as the revision is approved by the Dean of Graduate Studies.

H. Dissertation Defense. Once the Dissertation Committee approves a draft copy of the dissertation, in consultation with the committee, the student will schedule a defense date by filing an Announcement at least two weeks in advance with the graduate secretary. Guidelines for the Dissertation Defense are available from the Department Graduate Secretary.

Any exceptions to these academic requirements must be requested in writing and be approved by the archaeology faculty (Board of Archologists).

It is the responsibility of the student to keep the Graduate Secretary informed of all major steps proposed in the program.

Effective Fall 1988
FORM C
MAJOR AND MINOR CURRICULAR CHANGES

Date: March 2, 1992

Marion M. Cottrell
(Name of Individual Initiating curriculum change form)

Professor
(Title, position)

Civil Engineering
(Dept., Div., Prog.)

CIP CODE
14.0801

UNIT PREPARED IN QUADRUPLE
Routing (All four copies)
1. Dean of Library Services
2. CIRT (Comp & Inform Res & Tech), if necessary
3. College Curriculum Comm. if necessary
4. College or School Faculty
5. College or School Dean
6. FS Undergraduate Academic Affairs Comm. and/or
    FS Graduate Comm.
7. Office of Graduate Studies (For grad. level changes)
8. FS Curriculum Committee
9. VP of Academic Affairs
10. Faculty Senate

This form is for Civil Engineering

Name of New or Existing Program
This program is or would be located in current catalog page 258

I. Major Change—Mark appropriate category

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Give exact title and requirements as they should appear in the catalog. (See current catalog for format within the respective college). Attach additional sheets if necessary.

II. Minor Change—

Minor name change of existing degree, major, minor, or concentration. New Name of Program

Minor program revision (3-5 hours) Please specify below:

See attached curriculum sheet.

Reasons for Request: (attach statement)

Effective Date of Proposed Change: Fall 1992

Budgetary and Faculty Load Implications: (attach statements)

Does this change impact in any significant way on my other student or departmental programs? Yes No X

If yes, have you resolved these issues with the department involved? (attach statement)

Signature: Marion M. Cottrell

Date: 9-22-92

Date: 4-14-92

Date: 9-25-92

Date: 10/1/92

Date: 10/1/92

Approval:
Dean of Library Services
CIRT
College Curricula Committee
College of School Faculty
College of School Dean
FS Undergraduate Acad. Affairs
FS Graduate Committee
Office of Graduate Studies
FS Curriculum Committee
Assoc. VP of Academic Affairs
Faculty Senate
II. Minor Change

Reason for Request

For several years the profession has been asking for a more significant introduction to engineering design including broad concerns crossing subdisciplines and even interdisciplinary. Our accrediting agency (ABET) continues to examine the extent to which we introduce the student to this experience. To achieve the broadening we have dropped the requirement in structural design by one course (replace 324 by 310 in Junior year, and make 424 (324) and 411 electives in Senior year) and are proposing the "Capstone" design course 499 in last semester to comply with ABET guidelines.
ATTACHMENT FOR FORM C - MAJOR AND MINOR CURRICULAR CHANGES

Budgetary Implications:

CE 499L will require more faculty involvement than present technical electives do, but the list of acceptable technical electives D has been restricted to only 6 courses. Consequently, there will be fewer courses offered in the Spring semester, thus allowing for more faculty to be involved with the "Capstone", CE 499L. At most this revision may result in a 3-6 credit hour increase in the Spring semester which can be handled by the current faculty level. It may be desirable to occasionally utilize some assistance from the local practicing Professional Engineer either voluntarily or with stipend as part time adjunct.
# Curriculum Sheet
## Fourth Year

### First Semester

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### Second Semester

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Total: 16 (15-1)

## Notes

1. H&SS electives are to be chosen from humanities and social sciences list. See Department for list of approved courses.
3. See Department for list of other approved technical electives.

Approval of Advisor required.
FORM C
MAJOR AND MINOR CURRICULAR CHANGES
Date: February 26, 1992
CIP CODE

Chair, Dept. of Geology

Dean of Library Services
CIRT (Comp & Inform Res & Tech), if necessary
College Curriculum Comm. if necessary
College or School Faculty
College or School Dean
FS Undergraduate Academic Affairs Comm. and/or
FS Graduate Comm.
Office of Graduate Studies (For grad. level changes)
FS Curricula Committee
VP of Academic Affairs
Faculty Senate

This form is for
Name of New or Existing Program

This program is or would be located in current catalog page

I. Major Change—Mark appropriate category

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Give exact title and requirements as they should appear in the catalog. (See current catalog for format within the respective college). Attach additional sheets if necessary.

II. Minor Change—

Department of Earth and Planetary Sciences
Minor name change of existing degree, major, minor, or concentration.
Departmental name

Minor program revision (3-5 hours) Please specify below:

Reasons for Request: (attach statement)

Effective Date of Proposed Change: Spring, 1992 or A.S.A.P.

Budgetary and Faculty Load Implications: (attach statements) No implications

Does this change impinge in any significant way on my other student or departmental programs? Yes No

If yes, have you resolved these issues with department involved? (attach statement)

Signature: Barry S. Kues

Approved:
Dean of Library Services
CIRT
College Curricula Committee (If necessary)
College of School Faculty
College or School Dean
FS Undergraduate Ac. Affairs
FS Graduate Committee
Office of Graduate Studies
FS Curricula Committee
Assoc. VP of Academic Affairs
Faculty Senate
October 22, 1992

TO: President’s Council
Deans’ Council
 Senate Operations Committee
Planning Council
President, Staff Council
Officers, Latin American Concilium
President, ASUNM
President, GSA
Gil Merks, Director, Latin American Institute
Gladis Maresma, Acting Director, OITEC
Ramiro Jordan, Director, ISTEC

FROM: Paul G. Risser, Provost and Vice President for Academic Affairs

SUBJECT: Implementation of the Hemispheric Initiative

President Peck has presented a vision for the University of New Mexico to become known as the "University for the Americas." He appointed the Hemispheric Initiative Advisory Committee that offered a series of recommendations to the administration on the ways to realize this vision. Based on the report of this Committee, in June of this year I circulated for discussion and comment a draft plan on implementation of the Hemispheric Initiative. Comments and suggestions have been received from a wide variety of sources, and have been the subject of considerable deliberation. Based on this process, the University is now pleased to announce a series of steps with which the Hemispheric Initiative will now move forward.

These actions are purely administrative and do not have implications for existing academic programs. Given the current shortage of resources, these steps do not involve additional financial commitments and may even conserve resources through consolidation. It is our belief, however, that as the Hemispheric Initiative gains in momentum it will generate its own resources. We also hope at a later stage to provide additional support for UNM programs of hemispheric content as funds become available.

The following steps are now being taken:

1. The Council on the Americas is hereby established. The members of this Council represent specific UNM units or programs that are involved in activities pertaining to any aspect of the hemisphere from Canada to Tierra del Fuego. The Council will advise the Provost, and through him, the President, on advancement of UNM’s Hemispheric Initiative. The Council should meet at least once at the start of each semester, and as often thereafter as required. The Council will serve as the forum for coordination, cooperation, and the exchange of information among UNM programs involving the Western Hemisphere. The Council
should make arrangements for a newsletter disseminating information about the activities of all the participating units that contribute to the University-wide Hemispheric Initiative.

A list of the members who are being asked to serve on the Council is attached.

2. The UNM Latin American Institute (LAI) is the unit designated to provide support services to the Council on the Americas and to serve as the primary coordinating unit for the Latin American components of the Hemispheric Initiative. The Institute will continue to report to the Provost's office in carrying out this function.

3. Administrative consolidation and better coordination of UNM's technical assistance programs in Latin America is hereby implemented through the following two actions:
   a. The Office of International Technical Cooperation (OITEC) is transferred to the Latin American Institute for administrative purposes. OITEC will maintain its organizational identity as a unit within the LAI structure and will report to the LAI Director.
   b. The Ibero-American Science and Technology Education Consortium (ISTEC) of the College of Engineering is also transferred to the Latin American Institute for administrative purposes. ISTEC will retain its organizational identity as a unit reporting to the LAI Director and will continue to be a joint venture of the LAI and the Department of Electrical and Computer Engineering.

Housing OITEC and ISTEC with the LAI will be of obvious benefit to all units and provide opportunities for cost savings and more efficient utilization of resources.

These are significant steps toward realizing the vision of the "University of the Americas."

Thanks.

PGR:mb
Attachment
Members of the Council on the Americas

1. Richard Holder, Associate Provost for Academic Affairs
2. Gary Anderson, Co-Director, Latin American Programs in Education
3. Garland Bills, Chair, Interdisciplinary Committee on Latin American Studies
4. Donald Coes, Director, International Management Program, School of Management
5. Russ Davidson, Head, Ibero-American Collection Development Team, General Library
6. Sam Deloria, Director, American Indian Law Center, UNM School of Law
7. Tobias Duran, Director, Chicano Studies and Center for Regional Studies
8. Guillermina Engelbrecht, Co-Director, Latin American Programs in Education
9. Richard Etulain, Director, Center for the American West
10. Erlinda Gonzales-Berry, Chair, Department of Spanish and Portuguese
11. Robert Himmerich y Valencia, Editor, New Mexico Historical Review
12. Theodore Jojola, Director, Native American Studies
13. Ramiro Jordan, Director, Ibero-American Science and Technology Education Consortium
14. John Kessell, Director, Vargas Project
15. Gladis Maresma, Acting Director, OITEC
16. B. Michael Miller, Director, Center for Southwest Research, General Library
17. Shiame Okunor, Director, African-American Studies
18. Jorge Perez-Gomez, Director, UNM Symphony and Fiesta de las Americas
19. Jose Rivera, Director, Southwest Hispanic Research Institute
20. Susan Tiano, Acting Director, Women Studies
21. Christopher Urbina, Director of Planning for Family, Community and Emergency Medicine
22. Albert Utton, Director, International Transboundary Resource Center, UNM School of Law
23. Nelson Valdes, Director, Latin America Data Base
24. Marta Weigle, Chair, American Studies
The Commission on Higher Education has budgetary review authority over the institutions. At its meeting of 06-19-92 the Commission received and approved the following proposed salary/wage increases for full-time returning personnel for 1992-93.

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