

Department Heads Council
Meeting Minutes
August 23, 2011
10:00 a.m. room 297

Members Present:

Chris Allison, Priscilla Bloomquist, Tracey Carrillo, Cynda Clary Terry Crawford, Rebecca Creamer for Jill Schroeder, Martha Desmond, Esther Devall, Mark Gladden, Jeanne Gleason, Natalie Goldberg, Janet Green, Bruce Hinrichs, Jim Libbin, Gary Lowe, Tim Nesbitt, Rich Pratt, Tim Ross, Dave Thompson

Members Absent:

Lowell Catlett, Frank Hodnett, Steve Loring, John Mexal

Guests:

Mari Noopila, Stuart Munson-McGee, Wendy Hamilton

1. Approval of Minutes for May 2011
 - Minutes were approved.
2. Faculty Senate Update
 - Priscilla Bloomquist: Committee on Committee meets today; discussed 3 propositions that are pending from last meeting; Priscilla introduced Stuart Munson-McGee. Stuart is new Faculty Senate Chair.
 - Stuart Munson-McGee: Stuart came from the College of Engineering and is now a faculty member in Family and Consumer Sciences Dept.; talked about Faculty Senate and updating Senate's website.
3. Enrollment Update
 - Jim Libbin: gave update on Student credit hour and about growth in upper division classes.
4. Aggies Go Global Update
 - Gary Lowe: gave out updated Flyer and brochure; gave a summary of where students and faculty went for the 2011/2012 fiscal year and discussed how AGG & ASNMSU bills supported 39 students and faculty; reminded Dept. Heads that International Travel form must be filled out 20 days before trip.
5. Other
 - Dave Thompson: gave handout a draft of the proposed changes to the AES Hatch/McIntire-Stennis proposal process. Asking Dept. Heads for any ideas or suggestions; gave handout on the procedures of how grants and contracts should be processed. Grants & Contracts need to go through Office of Business & Resource Planning. Tim Nesbitt recommended that we have someone from OGC come speak to Department Heads about grants and contracts and what is ARGIS. Elizabeth Crabb will set up meeting for OGC to come to next Dept. Head Council meeting.
 - Chris Allison: NMSU to host field day at Top of Valle research faculty at Valle Caldera on September 24th at 10:00 am at the historic Baca Ranch.

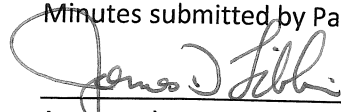
- Jeanne Gleason: introduced Mari Noopala. Mari is works in Media Production and is working on her Master's degree in Administration. Mari will be attending future Dept. Heads meeting; thanked the dean's office for the recycling container in the parking lot between Wooton Hall and Knox Hall.
- Maria Noopila: discussed the success of the Games Lab this summer; they are working on three new grants. Two grants are dealing with norovirus research and senior citizens centers and third is focusing on virtual labs.
- Esther Devall: talked about Nutrition Program starting new dietetic Internship program; they are excited to have Stuart Munson-McGee in the Food Science Technology program; Child Advocacy Studies (CAST) is a new undergraduate minor that started this fall semester; discussed Department Head Academy and upcoming teaching events; on December 15th Provost will have an Administrative Retreat. There will be a two day retreat in May.
- Rebecca Creamer: discussed the Dept. Head, Urban Entomologist and Weeds Physiology positions.
- Tracey Carrillo: discussed the revitalizing of demonstration garden at Fabian Garcia; still working on the roof for the lab at Leyendecker; received a great deal with CASE trackers on rental use; have a proposal with Cervantes on the dirt pile. Elizabeth thanked Tracey for taking the dean's office staff on tour. Recommend all Dept. Heads & Deans go a tour of Facility with Tracey.
- Rich Pratt: talked about the search committee for position at Mora.
- Jim Libbin: gave a handout from Chelsea Bader & Kristy Mason regarding selecting an Outstanding Alumni from each department. Academic Programs need the information by Sept. 9th; asked Department Heads to remind faculty that they need to respond to the textbook request by the bookstore whether they have textbooks or not. Also reminded them it is a federal law to supply this information. Spring course schedule first draft has already been distributed. This information is needed by the end of October; course of action forms are due by October 7th for 2012 classes; will get together with Promotion & Tenure committee to discuss election.
- Jon Boren: announced it is County Fair season, he will attend a National FCS meeting; discussed Budgets. APLU is trying to get all Land Grant Institution to agree to approach Washington DC as one unit regarding funding, instead of separate entities. Then the institutions can disperse funds with each other. White House director said to prepare for another 5% cut to institutions; The Board of Regents sent up 3 federal fund priorities
- Martha Desmond: Scott Carleton the new Assistant Lead for Co-Op Unit; discussed the 3.2 million Hispanic Urban Institution Grant that was awarded; enrollment up in FWCS.
- Tim Ross: Laura White, Equine/Asst. Professor, started in July; received approval to fill Kelly Allred's nine month position; new stud barn is up but waiting for the plumbing, wiring and wall panels; starting next week we will be able to use the New Corona facility; ANRS has more student credit hours in the upper division than lower division this semester.
- Terry Crawford: Ag Development position as been approved; discussed Higher Ed & Chile industry.
- Cynda Clary: discussed Freshman Orientation classes; talked about the growth in AXED classes; starting to recruit for NM Ag Leadership development program.
- Janet Green: have approval for an asst. professor position; discussed bathroom near 100 West Cafe; talked about a space exchange with AXED. Dr. Dormody will be moving his

class to Fabian Garcia; the construction of the Bobby Lawrence Academy of Wine should start around the middle of October. Hopefully completion will be done by spring semester; The Domenici Public Policy Conference will be held at the Las Convention Center on August 31st and September 1st.

- Mark Gladden: Robert Hagevoort received his engraved chair; met with Mike Engler. Mike father donated 20 million to the Univ. of Nebraska; discussed the Stout Service Learning for Women Program. They will have four women from Africa here in September; Biad Chile will give 10% back to NMSU when ordered on chile line. The website is: <http://www.biadchili.com>.

Meeting adjourned at 11:30 a.m.

Minutes submitted by Pam Miller.

 9.26.11

Approved Date