

Department Heads Council

Meeting Minutes

September 18, 2007

10:30 a.m. – Room 297

Member Present:

Martha Archuleta, Lowell Catlett, Joe Graham, Janet Green, Paul Gutierrez, Wendy Hamilton, Wes Holley, Jim Libben for Octavio Ramirez, Steve Loring, Greg Mullins, Rich Richardson for Frank Hodnett, Brenda Seevers for Tom Dormody, Tracy Sterling, Dave Thompson, Raul Valdez, Barbara Wise, Charles Siepel

Members Absent:

Mark Andersen, LeRoy Daugherty, Jeanne Gleason, Ron Gurley, Kris Havstad, John Mexal, Tim Nesbitt

Guests:

Ricardo Rel, Dennis Hazlett, Molly Rose-Coss

1. Ag & Home Econ Living Learning Community
 - Molly Rose-Coss: Peer advisor for the Community. Discussed what the Living Learning Community does. Asking for donations.
2. Dr Chaitanya
 - Rescheduled.
3. Faculty Senate Update
 - Dr. Sterling: Two major bills were introduced. Master in Bioinformatics & Faculty Teaching Load. Everyone can look on Faculty Senate College website for monthly reports; Jack Thomas is the new Ombuds person. He will be working with Pat Williams & Diana Quintana.
4. Government Affairs
 - Ricardo Rel: Introduced the State Director for Gov't Relation Dennis Hazlett. Dennis spoke about his experiences in legislation & knows issues in land grant areas and asked each department head give a description of their dept; The Higher Education Dept will meet on Sept. 24th in Regents room regarding NMSU initiatives.
5. Approval of Minutes from 5-22-07
 - Minutes approved as corrected.
6. Fishery & Wildlife Sciences Name Change
 - Dr. Valdez: Discussed reasons for name change. Dr. Catlett asked for vote. Tim Ross moved to accept. Dave Thompson second. All members voted to move forward.
6. Enrollment
 - Dr. Holley: Enrollment was 1703, last year it was 1541, the final census data is not in; Talked about assistantship; Academic Programs computer person is Vinnie Kelley. Vinnie developed a way the change

forms can be submitted electronically. Megan Schuller is the new recruiter and has been traveling & recruiting for college.

8. Intern Program

- Dr. Holley: Discussed 2008 Internship program from USDA and internship for Senator & Congressman. Encourage Junior, Senior & graduates. Online applications.

9. Evacuation Plan

- Dr. Catlett: Discussed importance of evacuation plan.

10. Annual Biomedical Research Conference

- Dr. Loring: Discussed 2007 Biomedical Research Conference for Minority Students held in Austin, Texas in November.

11. NMSU as a Research University

- No discussion, informational item only.

12. Homecoming

- Elizabeth Crabb: Homecoming will be on October 19th. We have two Distinguished Alumna - Craig Wood & Bradley Houston; an International Distinguished Alumni - Mr. Escobar Prieto; reminder that the departments will have a table in the food tent so they can set up a display about their depts. Departmental alumni awardees were given to Kristy Mason.

13. Others:


- Craig Runyan: Working on search for Weeds position & Agronomist position.
- Joe Graham: This was the fifth year for Dream maker program. First class will graduate this year, 11 out of 14 Native American students signed up for college from this program. Will present info to the National Indian Education; discussed a memo that came out about being sensitive to students religious beliefs, the memo did not have information about NM tribes. A group called Tribal Voice Working group may be able to provide information.
- Greg Mullins: Interviewing applicants for Agronomists position in Artesia; deadline for the college name change survey is September 24th; Frank Hodnett will take up collection for the purchase of beef from Southern NM fair; Working on 2 + 2 Initiative; Working on draft for a small research center close to NMSU which will be dedicated to small farming.
- Barbara Wise: Discussed travels; working on potential chair in Farmington; working with FCS on the renovation of food lab.
- Martha Archuleta: Renovation of the food Lab; discussed that the dept runs a Faculty Resource Center on campus which helps non-traditional students.
- Wendy Hamilton: Tracey Sterling is chair of new college P & T requirements procedures. New chart on how P & T committee comes together.

- Dr. Holley: Will be in Armenia for three weeks, Kristy Mason will handle students and Teri will handle items for Holley.
- Dr. Gutierrez: Discussed at the National Research Institution the possibility of integrated programs; Discussed possibility of additional money for Middle Schools.
- Jim Libben: Discussed CSREES review.
- Janet Green: Tyson Career Expo – co-host with HRTM in 100 West. Presidential Events will be housed in Gerald Thomas Hall & overseen by HRTM; Presidential Events are utilizing more HRTM students for convocation; HRTM is looking at proposal to partner with golf course in fall 2008.
- Dr. Catlett: Town Hall meetings have had great turn outs. They have been positive & open; Discussed needed space for Animal Race Horse Testing Facility. Working with Department Head from EPPWS, PES, and Extension Plant Science to identify space for this facility.

Meeting was adjourned by 11:45 a.m.

Minutes submitted by Pam Miller

Minutes approved by: Lowell B Catlett


Signature _____ Date 11/20/07