



College of Arts and Sciences

Office of the Dean
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MEMORANDUM

To: Daniel Howard, Executive Vice President and Provost
From: Enrico Pontelli, Dean, College of Arts and Sciences & Rani Alexander,
Department Head, Department of Anthropology
Subject: Program Review Action Plan for Department of Anthropology
Date: June 1, 2016

A handwritten signature in black ink, appearing to read 'Enrico Pontelli', written over the 'From:' line of the memorandum.

Dear Provost Howard,

Interim Dean Pontelli, Dr. Alexander, and Interim Assc. Dean Hubbell met on June 1 to discuss the Department of Anthropology Program Review Final Report, the Departmental Self-Study, and a summary (talking points) put together by AD Hubbell. The meeting was productive and together we determined the proposed 5 year plan (see below).

It is important to note that the Department of Anthropology was the second department to go through Program Review for the College of A&S and Dr. Alexander and her faculty and staff developed a model Self-Study. The external reviewers found that the “department makes significant contributions to the teaching and research mission, vision, and goals of the university and the college” and that the “department is well known within the discipline.”

Proposed Five Year Plan for the Department of Anthropology:

1-year goals (2016-2017):

- Develop and implement an undergraduate recruitment plan
- Further develop the department’s Strategic Plan and Vision and Mission statements (this is planned for Fall, 2016). The Strategic Plan can have three components: 1) what is possible with current resources; 2) what is possible with a moderate increase in resources and over 2-5 years; and 3) what is possible (potential Ph.D. program) with more resources or longer-term.
- Improve course rotations/offerings and number of students in courses in order to work toward a better faculty load (3/2), particularly for faculty active in research and with graduate student research
- Discuss Grad student loads/FTE with regard to reviewer feedback on .25 vs .5 FTE for GA students

2-year goals (to be accomplished by 2017-2018):

- Develop a space plan. In particular, what space is needed for program and how can existing space be improved? What new space is needed? Space plan should be connected to the new Strategic Plan
- Create a faculty hiring plan, also tied to Strategic Plan
- Further develop MOU’s with Federal Agencies

2-5 year goals (2017-2022 - ongoing with 5 years to be the goal for completion):

- Work toward meeting the space needs of the department currently and into the future, depending on Strategic Plan(s)
- Potentially develop a Ph.D. program
- More GA lines to support students (and tuition waivers). NOTE: these goals are dependent on support outside the department and such funding sources are not within the power of the department to decide. They can, however, develop arguments within their Strategic Plan(s) to demonstrate need for support.