

UNM DEPARTMENT OF ANTHROPOLOGY
ORGANIZATIONAL MANUAL
2014-2015

Chair: Michael Graves (Fall 2014); Les Field (Spring 2015)

Associate Chair: Les Field (Fall 2014); Jeff Long (Spring 2015)

Regular (Full Voting) Faculty:

Professors: Boone, Crown, Dixon, Field, Graves, Kaplan, Lancaster, Long, Straus, Wills

Associate Professors: Dinwoodie, Hayashida, Huckell, Hunley, Muller, Oakdale, Pearson, Prufer, Singer

Assistant Professors: Brulotte, Debenport, Edgar, Emery Thompson, Jones, Nelson, Smith, Traxler, Valencia

Part-time Faculty (With or Without Voting Rights):

Full Professor (Part-Time): Stuart

Faculty Associate: Research Associate Professors: Phillips, Dello Russo

Faculty Associate: Research Assistant Professor: Bass, Hess, Steiglitz

Subfields and Voting Faculty:

The Department is divided into three subfields: archaeology, ethnology, and evolutionary anthropology. Probationary faculty are hired with respect to one of the subfields but may affiliate with more than one. The subfields review matters pertaining to their curricula and teaching schedule, faculty members and associates, degree programs, and other initiatives.

Archaeology: Boone (Undergraduate Advisor), Crown, Dello Russo, Dixon, Graves, Hayashida (Graduate Director), Huckell, Jones, Phillips, Prufer (Convener), Straus, Traxler, Wills

Ethnology: Brulotte, Debenport (Undergraduate Advisor), Dinwoodie (Graduate Advisor), Field, Oakdale (Convener), Singer, Smith, Valencia

Evolutionary Anthropology: Edgar, Emery Thompson, Hunley (Undergraduate Director), Kaplan, Lancaster (Convener), Long, Muller (Graduate Advisor), Nelson, Pearson

Staff:

Ann Braswell, Coordinator, Technical Publications/Business Manager JAR

Jennifer George, Department Administrator/Building Coordinator

Erika Gerety, Coordinator, Program Advisement/Graduate Advisor/Policy Database Manager

Joanne Kuestner, Administrative Assistant
Carla Sarracino, Coordinator, Educational Support/Undergraduate Advisor
Matthew Tuttle, User Support Analyst (IT)
JoNella Vasquez, Accountant

Adjunct Lecturers

Jack Baker–Evolutionary Anthropology
Kristina Jacobsen–Bia–Ethnology
Tanya Mueller–Evolutionary Anthropology

Post Doctoral Fellows

Bret Beheim–Evolutionary Anthropology
Choukri Heddouchi–Archaeology
Adriana Ramirez de Arellano–UNM–Mellon Program

Emeritus Faculty in Residence:

Louise Lamphere–Ethnology
Karl Schwerin–Ethnology
Pat Hogan–Archaeology (Maxwell Museum)

Maxwell Museum of Anthropology:

James Dixon, Director

Office of Contract Archaeology:

Robert Dello Russo, Director

Alfonso Ortiz Center for Intercultural Studies:

Beverly Singer, Director

Advisory Group: Graves (Chair), Field (Associate Chair), Prufer (Archaeology Convener), Oakdale (Ethnology Convener), Lancaster (Evolutionary Anthropology Convener), Hayashida (Graduate Director), Hunley (Undergraduate Director)

- The Chair, Associate Chair and Conveners meet periodically with the Chair to discuss and advise about specific matters of departmental concern and/or to vote on special faculty awards. Advisory Group matters are kept confidential or reported electronically or during faculty meeting at the Chair's discretion.

Colloquium Committee: Debenport, Edgar, Prufer, Valencia, Graduate Student (TBD) (3 subfield representation along with graduate student representative) meets as necessary and works with Kuestner on scheduling colloquia.

Graduate Committee: Hayashida (Director), Field, Jones (non-voting), Muller, Gerety

- Committee (3 subfield representation) meets throughout the semester about the graduate program and/or to vote on special Graduate Student awards. Members report to their subfield on these meetings. Graduate Director reports the substance of the committee deliberations to the Department Chair. Gerety enters committee policy decisions in the Department Policy Database. Graduate

Committee is responsible for organizing the assessment of graduate programs in Anthropology.

Resources Committee: Crown (Chair), Jones, Smith, Graves, Nelson, George, Tuttle

- Committee (3 subfield representation) meets at least once a semester on facilities, space allocation and instructional resources. Committee chair reports policy decisions to Gerety for Department Policy Database.

Subfield Conveners: Prufer (Archaeology), Oakdale (Ethnology), Lancaster (Evolutionary Anthropology)

- Subfield Conveners organize meetings of their respective subfields to determine teaching schedule for regular and part time instructors (Fall, Spring, Summer, Intersession, On-line, UNM West), to review graduate student annually, to rank their graduate students for TA and GA positions, awards, and other funding as they become available. Subfields must also meet to review and revise courses and curricula for concentrations at both undergraduate and graduate levels. Subfields also determine their faculty recruitment priorities, and participate in subfield planning, resource and space allocations, teaching collections, and other matters pertinent to the subfield.

Undergraduate Committee: Hunley (Director), Debenport, Boone, Sarracino

- Committee (3 Subfield Representation) meets throughout the semester about the undergraduate program. Members report to their subfields on these meetings and present major curriculum changes to the committee. Undergraduate Director reports the substance of the committee deliberations to the Department Chair. Undergraduate Director reports policy decisions to Gerety for Department Policy Database. Undergraduate Committee is responsible for organizing the assessment of undergraduate GE courses in Anthropology and the undergraduate majors in Anthropology

Joint Standing Committees:

Board of Archaeologists: To be determined (Phillips), Boone, Crown, Dixon, Edgar, Graves, Hayashida, Huckell, Jones, Phillips, Prufer, Straus, Traxler, Wills

Clark Field Archive and Library Policy Committee: Straus (Chair), Dixon, George, Luceras?

Review Committees:

- The Department establishes review committees for each new probationary tenure track faculty hires. These committees conduct annual reviews, the mid-probationary review, and serve as the promotion and tenure committee. The Department also has a salary review committee that meets each year to evaluate faculty contributions in research, instruction, and service, provides a numerical

rank in each area, and these scores along with their written assessments are forwarded to the Chair who makes recommendations on salary increments for probationary faculty, provides an annual summary of progress. Annual reviews are conducted for all non-tenure track faculty in Anthropology who wish to remain associated with the Department. These include research associates, post-doctoral associates, adjunct faculty and other courtesy appointments.

Annual Review, Debenport: Dinwoodie (Chair), Oakdale, Lancaster; **Mentor:** Singer

Annual Review, Emery Thompson: Long (Chair), Muller, Prufer; **Mentor:** Hunley

Annual Review, Huckell: Wills (Chair), Hayashida, Oakdale; **Mentor:** Straus

Annual Review, Jones: Straus (Chair), Wills, Muller; **Mentor:** Crown

Annual Review, Smith: Long (Chair), Dinwoodie, Boone; **Mentor:** Pearson/Hunley

Annual Review, Traxler: Dixon (Chair), Crown, Oakdale; **Mentor:** Pearson

Annual Review, Valencia: Singer (Chair), Field, Prufer; **Mentor:** Hayashida

Promotion Tenure Review, Edgar: Pearson (Chair), Lancaster, Oakdale; **Mentor:** Muller

Promotion Tenure Review, Brulotte: Field (Chair), Singer, Crown; **Mentor:** Long

Promotion Tenure Review, Nelson: Kaplan (Chair), Hunley, Dixon; **Mentor:** Lancaster

Continuing Non Tenure Track Faculty Review Committee: Boone (Chair), Debenport, Nelson

Post Tenure and Salary Review Committee: Long (Chair), Crown, Lancaster

Evolutionary Anthropology Faculty Member Search Committee: Long (Chair), Emery Thompson, Smith

Faculty Senate Representative: Long

Student Organizations:

Anthropology Graduate Student Association (AGSU):

President: Rafael Guerra (Archaeology); Vice-President: Paulina Przystupa (Archaeology); Treasurer: vacant; Secretary: Anna Rautman Mendendorp (Evolutionary Anthropology); Conference Coordinator: Kristin Sabbi (Evolutionary Anthropology); GPSA Representatives: Gandhi Yetish (Evolutionary Anthropology) and Scott Kirk (Archaeology); UAS Representative: Beau Murphy (Archaeology); Maxwell Museum Representative: Mark Williams (Archaeology); Ethnology Subfield Representative: Blaire Rodriguez; Archaeology Subfield Representative: Scott Kirk; Evolutionary Anthropology Subfield Representative: Marian Hamilton

Undergraduate Anthropology Society (UAS):

Still to be determined