THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY

SUMMARY MINUTES OF THE FACULTY SENATE MEETING of January 31, 2013

The regular monthly meeting of the Faculty Senate for the 2012-2013 academic year was held January 31, 2013, at 3:30 p.m. in the University Room (BB 2.06.04) with Dr. Rebekah Smith, Chair of the Faculty Senate, presiding.

I. Call to order and taking of attendance

Present: Diane Abdo, Maria Arreguin-Anderson, Rajesh Bhargave, Kimberly Bilica, Natasha Burns, Fengxin Chen, Renee Cowan, Glenn Dietrich, Jim Dykes, Martha Fasci, Donovan Fogt, Yongli Gao, Robert Hard, Richard Harris, Drew Johnson, Jerome Keating, Juliet Langman, Melvin Laracey, Christine Linial, Francisco Marcos-Marin, Marian Martinello, Lydia Martinez-Rivera, Marcelo Marucho, John Merrifield, Byongook Moon, Judith Perry, Anand Ramasubramanian, Libby Rowe, Misty Sailors, Dan Sass, Rebekah Smith, Johnelle Sparks, Woodie Spivey, Floyd Wormley

Absent: David Akopian (excused), Robert Ambrosino, Mark Blizard, Frank Chen, Anne Hardgrove (excused), Rosalie Herber (excused), Donald Kurtz, Richard Lewis, Emilio Mendoza, Joycelyn Moody, Elizabeth Murakami (excused), Branco Ponomariov, Juana Salazar (excused), Rodolpho Sandoval, Qi Tian, Heather Trepal (excused), Alistair Welchman (excused), Bennie Wilson (excused)

Guests: William Duffy (for Alistair Welchman), Georgina Anguiano Elliott, John Frederick, Sarah Leach, William Sutton (for Anne Hardgrove), Hung-da Wan (for Frank Chen), Claudia White

Total members present: 34 Total members absent: 18

II. Approval of the December 6, 2012 minutes

The minutes were approved.

III. Reports

A. Chair of the Faculty Senate - Dr. Rebekah Smith
Dr. Smith discussed the survey that was handed out to senators before the meeting. She explained that it incorporates some questions on the GRIP and grade distribution expectations, as well as curriculum streamlining questions. In

addition, senators are asked to answer some questions on the new early alert system, which will be tied to LEARN through Gradebook to see how many people are/are not using it and why. There are also questions regarding whether or not colleges have workload agreements/policies in place. Dr. Smith asked senators to complete the surveys before the end of the meeting so the information could be compiled and shared at a later date.

She said that the GRIP cross campus team has recently discussed issues such as the university's job bank, top scholar recruitment, and are looking at a study to develop a model to predict student retention. She encouraged faculty involvement in this study, and asked that senators forward the invitation to other faculty in their departments. She said to contact Lorrie Smith in Dr. Welch's office if there is anyone whose research may be relevant to the study. She also shared an example of this, a GRIP-related study on the Latino college experience at UTSA, which is being conducted by the Center for Research and Policy in Education. She said that they are looking for assistance in identifying possible participants for focus groups/ in class surveys. Contact Laura Cortez for more information.

Dr. Smith discussed the recent GRIP faculty forums held in January to discuss the early alert system. She said that there were low participation levels and asked senators to remember to return the senate's voice to their departments, in addition to bringing their department's voice to the senate. She mentioned some issues that were brought up in the forums including 1) ease of use/integration with LEARN, 2) an interest in improving participation/motivation through feedback, 3) discussing the resources available, 4) a greater opportunity to meet with students, and 5) the importance of knowing more about what faculty are doing with LEARN. Dr. Smith said that a request for proposal has been completed and expects that the strategy team will review the bids in March. There will then be an opportunity for faculty to provide feedback in the spring.

Dr. Smith thanked Floyd Wormley and Robert Ambrosino for agreeing to serve as committee representatives on the Revised Regulations for Biological Select Agents and Toxins Committee and the Dining Services Committee.

She discussed the most recent Department Chair's Council meeting, held in December. She said the council visited with students in order to better understand what has helped them get to graduation in 4 years. She said that for many students, the assistance of one or two professors providing motivation and guidance has helped them stay focused. In addition, Dr. Smith said that there was a report from Dr. Welch on Digital Measures, a discussion on competency-based credit (CLEP and challenge exams) from Joleen Gould, and a report on UTSA's international programs.

Dr. Smith discussed the Conflict of Commitment policy which she recently sent out for review. She said that the original model policy was sent to UT System Presidents on January 15th requiring that a finalized policy be implemented by February 1st. She requested initial feedback from the senate's Executive committee and the senate's Research committee. This feedback was sent to Mickey Stevenson and was discussed at the most recent SYSFAC meeting. She said that a final UTSA policy draft was received and reviewed with Dr. Stevenson and Dr. Zapata on January 30th. Although the policy is limited on flexibility, Dr. Smith

stressed the importance of providing feedback to John Merrifield or Misty Sailors by February 8th and asked that senators forward the information to their departments. She said that Mickey Stevenson is working on creating consistency across the COC and COI policies. Dr. Smith said that the Senate's Research committee will present final recommendations at the February 21st senate meeting and will complete the final recommendations by February 22nd. Since the Provost has asked for an extension for the review of this policy (until mid-March), Dr. Smith encouraged senators to take advantage of providing feedback.

For more information, the Chair's Report can be accessed at:
http://www.utsa.edu/Senate/fsminutes/2013/01-31-2013/Senate Chairs Report Jan 31 2012.pdf

B. University Assembly – Dr. Misty Sailors

Dr. Sailors reported on the discussion held at the last University Assembly meeting in November. She said that UTSA's chief communications officer, Joe Izbrand has been tasked with gathering data on UTSA's rankings (both nationally and worldwide) and will be tracking this information going forward. She mentioned President Romo's discussion on upcoming legislative session priorities including UTSA's interest in revisions to formula funding, the authorization of new tuition bonds (rather than raising student fees), financial aid programs, the continuation of the Texas Research Incentive Program (TRIP), the increasing cost of the Hazelwood Act, and UTSA's request for tuition revenue bonds for a new STEM-oriented building. She said that the Student Government Association's priorities also included continuing support for financial aid (which is utilized by 70% of UTSA students), a resolution in support of the Hazelwood Act, and voiced concerns on the concealed carry law (66% of students oppose it).

She mentioned the new North Paseo building, which will be called Plaza Norte, and should be completed in September of 2014. It will be a 5-story, 180,000 square foot building consisting of classrooms and offices (including enough to transition staff from University Heights to the main campus).

Dr. Sailors said that Ken Pierce gave an encryption update at the last meeting as well. As of December 6th, 2012, 95% of all laptops have been encrypted. UTSA mobile devices are set to be encrypted next. She also said that Mr. Pierce provided some clarification on the encryption of personal devices. Personal devices will not be able to access cloud email via an app, unless it is a UTSA-encrypted app. This means that personal devices themselves are not being encrypted, but the required app must be used. She said that more information on this will come from the UT System at a later date. In addition, the UT System is moving forward with the use of encrypted thumb drives.

She shared that Staff Council will be hosting "Strikes for Scholarships" on March 4, 2013 which will include prizes and a silent auction.

Dr. Sailors said that the Assembly is considering adding an additional member to its roster (the Chair of Alumni Association).

She said that the SYSFAC meeting last week was centered on the COI and COC policies. These policies (109 and 110) are being combined to form policy 180. Chancellor Cigarroa discussed some of the new requirements: ranges of

compensation must be disclosed, a new database will be established (with the Board of Regents requiring it to be readily available without the open records process), and there are some new processes involving the confidentiality of projects. Board of Regents member Robert Stillwell discussed the taskforce appointed to audit faculty workloads and said that there is currently a review of the purpose of the Texas Higher Education Coordinating Board to determine whether it should function as a coordinating or regulatory body. She said that Pedro Reyes, Executive Vice Chancellor for Academic Affairs for the UT System discussed some new initiatives:

- Evaluation of universities and their organizational structure (efficiency of administrative dollars)
- Accreditation of colleges as part of framework
- Review of PhD programs
- Re-writing "rules" for department chairs (selection, appointment, evaluation and training) to strengthen leadership

Dr. Sailors said that there were two resolutions passed by SYSFAC; a resolution on equal benefits for domestic partners, and a resolution on the role of contingent faculty in shared governance. She also announced the next upcoming meetings: University Assembly on February 19th, SYSFAC on February 28th, and the Texas Council of Faculty Senates on March 1st.

C. Provost's Report – Dr. John Frederick

Dr. Frederick discussed UT System Rule 178 "Required Reporting of Significant Events", which is now a mandate. He said that a copy may be found on the UT System website. He said that this policy now requires the university to report the following information to the UT System to be stored in a database.

"…matters including, <u>but not limited to</u>, reports of death or serious injury occurring on campus or involving a member of the university community; allegations of fraud or fiscal loss of $100,000 or more; allegations involving impropriety or failure to follow law or policy by the Chancellor, a System Executive Vice Chancellor or Vice Chancellor, the General Counsel to the Board, or the System Chief Audit Executive; or an institutional president or vice president; allegations of sexual misconduct; allegations related to the care or safety of minors; material concerns expressed by federal and state oversight agencies; security breaches involving confidential records; potential media reports that may impact the reputation of the university; or matters that reflect a systemic threat to patient safety."

Dr. Frederick told the senate that this process involves Dick Dawson, from the office of Audit and Compliance, who will filter what must be sent forward to the UT System. Once any of these events/allegations are reported, UTSA must provide a monthly status update to the UT System for each incident. He said that this policy comes in response to other events occurring across the UT System and said that the Regents are attempting to control risk as much as possible through this policy. A question was asked regarding where the reports go. Dr. Frederick

explained that the initial report will go to Dick Dawson, who will review it with Legal Affairs and the office of Communications, before being sent to the UT System's Office of General Counsel. Another question was asked regarding whether or not there is currently a policy in place to notify people when information has been sent forward. Dr. Frederick said there is not currently anything in UTSA's policies so far which addresses this.

Dr. Frederick said that the search for a Vice President of Research has been initiated. He said that he is chairing the search committee and will be sending out invitations soon to other selected committee members to join the committee. He said that President Romo would like to interview candidates this spring so that faculty are able to participate, and said that there is a possibility that the selected candidate may be able to start as soon as the fall semester.

Dr. Frederick said that he is committed to working on recent enhancements that have been put in place at the university. One of these is the research service centers recently implemented, which are currently being reviewed for improvement. Another enhancement is the IRB taskforce issue, which Dr. Frederick hopes to have all modifications in place for the new Vice President for Research's arrival. He said that the VPR search is a national search, and both internal and external candidates may apply.

D. Nominating, Elections, and Procedures Committee – Dr. Juliet Langman

Dr. Langman said that her committee reviewed the procedures for the election and operation of senate standing committees. She said that due to the recent changes in committee membership requirements and limitations to the number of senators from a given college that can participate on each committee, her committee was tasked with working out remaining issues to clarify the bylaws.

The committee reviewed and provided recommendations for the following issues:

1) A. Should obligatory members (Ex–the FS Vice Chair that is required to serve on the budget committee) be counted towards the cap of "two reps from each college" on each committee?

   No, but be sure that this is a shared understanding; don't need to reword the bylaws.

   B. Should panel 2.36 be treated as a committee for bylaw requirement?

   No, it's not a faculty committee, so it doesn't need to be listed in the bylaws.

2) Inconsistency in the wording of the bylaws regarding committee selection – should membership take place by approval or election?

   Members should be elected; unless there is only one person nominated or that has volunteered (then they will be approved). The NEP committee will work on the completion of a slate of candidates with the appropriate numbers needed to fill each slot with sufficient nominees. This doesn't need to be in the bylaws; it will be a procedure which will be the NEP committee's responsibility.

3) What is the best way to handle COA's representation?

   Since COA is a smaller college, it can't have full representation on every committee, so COA representatives are asked to inform chairs of

committees without COA representation of any specific issues of concern to COA.

4) Possibility of instituting a "college contact senator". This would be one person from each college that would disseminate information and encourage participation within their college.
   The committee decided against doing this since it would likely add an additional burden on one person and may not necessarily solve the issues at hand. Therefore, the committee has no specific recommendations here.
5) Change in the timing of the election of senators and committee assignments.
   Elections for senators will now be held in departments in March, and the slate for senate committee membership will be put together in April. In May, committee elections will be held and new positions will begin on September 1st (this is not changing). The committee will remind the old senators that their terms continue through the summer, and both new and old senators will be invited to the May meeting to ease their transition.

The proposed bylaws changes are as follows:

- "Freshman Initiative" – change this to "University College" in all places that this appears in the bylaws.
- Chair of the RFA – add this ex officio position to the bylaws, since it was recently voted on and adopted.
- Article II: F. Roles and Responsibilities of Senators – add "serve on at least one Faculty Senate Standing Committee".
- Article III: 6. Elections – add a new paragraph for clarification on the timing of elections and the procedure for conducting elections.
- Article VIII: Committees, Appointment and Membership – re-word this section for clarification; a friendly amendment was made to remove the need for at least two nominees for each position, as this is often difficult to fill.
- Article VIII: Committees, Appointment and Membership section D. – A friendly amendment was made to re-word this section to clarify that the chairperson and two *(total)* members of each senate committee must be members of the senate (with the exception of the Executive Committee).
- Article VIII: Committees, Appointment and Membership section H. – A friendly amendment was made to insert the word "standing" committee to add further clarification.

There was a motion to conduct an electronic to vote on these changes, which was unanimously approved. Thirty days after the presentation/posting of these changes, the senate will vote electronically on whether to approve them.

IV. Unfinished Business

There was no unfinished business.

V. New Business

- State service credits and requirements for vesting – Georgina Anguiano Elliott
  Ms. Elliot specified that her presentation applies only to UT System retiree insurance eligibility (and vesting); and not to Texas state service, vacation leave accruals, and employee or faculty service awards (as these are calculated differently).
  She said that a benefits eligible employee is one who is expected to work at least 50% and continue employment for a term of at least 4 ½ months. To earn a year of service credit, a faculty member must work in a benefits eligible position or receive paid leave at least 90 days during the school year (which may be from September 1 through December 1).
  She said that with Teachers Retirement (TRS), five years is required for vesting (based on the 90-day requirement rule mentioned above). Once you meet the applicable age requirement, there is a lifetime monthly annuity received with TRS. For those enrolled in the Optional Retirement System (ORP), vesting occurs the first day of the second academic year of active participation. ORP includes rights to employer and employee contributions.
  A detailed slide to determine whether a specific employee is eligible for retirement or not, may be found on the senate's webpage and on the UT System website. Ms. Elliott mentioned the benefits representatives who are available for assistance and provided a handout with online resources.
  Anyone interested in viewing their state service credits may find them through the UT Direct employment verification system.

VI. Open Forum

There was a discussion regarding issues with the LEARN training, both online and in-class. Faculty members are encouraged to go to their college's contact person for individual assistance. Dr. Smith also encouraged everyone to complete the survey that was handed out at the meeting, to get a better sense of how many people are/are not using the LEARN system and why.

Libby Rowe encouraged everyone to attend the art exhibition "Borrowed People, Constructed Places" at the Blue Star Arts Center taking place from January 31-February 17, 2013.

Dr. Smith asked faculty members to email her any issues they had with Digital Measures and said that she will bring these issues forward.

VII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:15 pm.