

**THE UNIVERSITY OF TEXAS AT SAN ANTONIO**

**DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY**

**SUMMARY MINUTES OF THE  
FACULTY SENATE MEETING  
of March 21, 2013**

The regular monthly meeting of the Faculty Senate for the 2012-2013 academic year was held March 21, 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, Mark Blizzard, Natasha Burns, Fengxin Chen, Glenn Dietrich, Jim Dykes, Martha Fasci, Donovan Fogt, Yongli Gao, Mark Giles, Robert Hard, Anne Hardgrove, Richard Harris, Drew Johnson, Jerome Keating, Melvin Laracey, Richard Lewis, Christine Linial, Lydia Martinez-Rivera, Marcelo Marucho, John Merrifield, Byongook Moon, Misty Sailors, Juana Salazar, Dan Sass, Rebekah Smith, Johnelle Sparks, Woodie Spivey, Qi Tian, Alistair Welchman

Absent: Robert Ambrosino (excused), Rajesh Bhargave (excused), Kimberly Bilica (excused), Frank Chen (excused), Renee Cowan, Rosalie Herber, Yufei Huang, Donald Kurtz, Juliet Langman (excused), Francisco Marcos-Marin (excused), Marian Martinello (excused), Emilio Mendoza, Joycelyn Moody (excused), Judith Perry, Branco Ponomariov, Anand Ramasubramanian, Libby Rowe, Rodolpho Sandoval, Heather Trepal (excused), Bennie Wilson, Floyd Wormley

Guests: Lenora Chapman, John Frederick, Sarah Leach, Diana Macias-Ollervidez, Janakiram Seshu (for Floyd Wormley), Hung-Da Wan (for Frank Chen)

Total members present: 31

Total members absent: 21

II. Approval of the February 21, 2013 regular meeting minutes

The minutes were approved.

Approval of the March 7, 2013 special meeting minutes

The minutes were approved.

### III. Reports

#### A. Chair of the Faculty Senate - Dr. Rebekah Smith

Dr. Smith announced that the proposed bylaws changes presented in January to the Faculty Senate have been approved through electronic vote. She discussed the most recent topics from the GRIP cross-campus team meetings including the importance of justifying, outlining, or eliminating support work. She also said that a process is in the works to create default waitlisting for all courses (most departments currently use it). This may help identify the need for additional classroom space and additional faculty for specific courses. Dr. Smith said that questions will be implemented after a student selects a waitlist to determine why they chose to waitlist – was it for a particular professor, time of day, or that they'd rather have that particular course over some other course?

She gave a brief overview of the topics discussed at the most recent Department Chair's Council. Hamid Beladi, the co-chair of the Research Advisory Board and Associate Dean for Research discussed the most common factors to achieving Tier One status (research expenditures, number of doctoral degrees awarded, recognition by societies, and faculty published in high quality journals). Cynthia McCowen, Director of Tutoring Services, discussed the tutoring and jump start programs. In addition, Don Swinson and Joe DeCristoforo discussed waitlisting changes. Dr. Smith announced that the senate's executive committee met with Pedro Reyes, Executive Vice Chancellor of Academic Affairs today, and relayed their concerns about the policy approval process which was bypassed for the Conflict of Commitment policy. She said that Dr. Reyes was receptive and sympathetic to this matter.

She reminded faculty about the importance of keeping all student information secured, through the LEARN blackboard system or the I-drive. She said that keeping information stored in blackboard will also conform to the requirements of the new GRIP early alert system. Dr. Smith also reminded faculty to email [OITConnect@utsa.edu](mailto:OITConnect@utsa.edu) to have their questions added to the Blackboard FAQ's database. She urged the senators to share important information in their departments, through departmental meetings or by sending a brief email. She reiterated that this is the most effective form of communication between the senate and the departments.

She said that a stakeholder review will begin soon on whether to move toward a tobacco-free campus. The review will be expedited in order to slowly implement the policy over the summer and throughout the first year of the policy's adoption. Dr. Smith encouraged the senators to send feedback to Donovan Fogt by April 5<sup>th</sup> so that the HOP committee will be able to present a report to the senate at the April 11<sup>th</sup> meeting.

She reminded faculty how to find their workload agreements in Digital Measures via the university's myutsa page (<http://my.utsa.edu/>). Dr. Smith said that a review of the VPSA office will take place and that an outside team will be brought in over the spring. She said that any suggestions for issues to be considered may be emailed to her. She also reminded the senate that Rowdy Wellness week is April 2-

4 and will include information sessions, a food drive, blood drive, and a step-a-thon for SECC.

For more information, the Chair's Report can be accessed at:

[http://www.utsa.edu/Senate/fsminutes/2013/03-21-2013/Senate Chair Report March 21 2013.pdf](http://www.utsa.edu/Senate/fsminutes/2013/03-21-2013/Senate%20Chair%20Report%20March%2021%202013.pdf)

B. University Assembly/SYSFAC – Dr. Misty Sailors

Dr. Sailors said that University Assembly was held on March 5<sup>th</sup> and shared some of President Romo's messages. UTSA has submitted a Tuition Revenue Bond to the coordinating board for a new Experimental Science Building which has been ranked as "highly recommended". In addition, the legislature is considering allocating funding to assist in paying for Hazelwood Exemptions. Special funding requests have also been submitted for the ITC, Data Center, TexPrep, and Institutional Enhancement. There are three UT System Board of Regents nominees currently awaiting confirmation: Jeff Hildebrand, Ernest Aliseda and Paul Foster. Dr. Sailors said that Staff Council's Strikes for Scholarships event raised \$2,300 (which will be broken down into 2 undergraduate and 2 graduate scholarships in the amount of \$500 each). The Staff Council also presented President Romo with their appreciation award. She said that the Student Government Association reported on their successful "Day at the Capital", primarily discussing the issue of guns on campus with legislators in Austin. They also encouraged everyone to attend the University Life Awards on April 4<sup>th</sup>.

She said that the SYSFAC meeting was held February 28-March 1 and discussed the six resolutions that have come from SYSFAC. The two that the senate has already dealt with are the Conflict of Interest/Conflict of Commitment policy and a policy on the rights to privacy. The remaining four SYSFAC resolutions will be voted on later in the meeting.

C. Provost's Report – Dr. John Frederick

Dr. Frederick discussed the recent issues with secure doc (an encrypting software system used in windows laptops). He notified the senate that other software packages are now available (that weren't previously available), and that people with secure doc issues may opt to use another program. He said that he received the senate's Conflict of Commitment policy resolutions and concurs with the senate that this policy should be given the time to follow the review process that is used on all other policies. He said that he is working to ensure that reporting information only must be filled out once (rather than filling out separate COC and COI forms). Dr. Frederick said that UTSA has not yet submitted their campus policy (which has a May 1<sup>st</sup> deadline for implementation). He said that although there are no extensions expected from the UT System, he is working hard to ensure that adequate time is given for the policy review process. Dr. Frederick discussed the concerns regarding the reporting line of the research ombudsman. He assured the senate that the ombudsman does not share identifying information; only identifies processes that don't work and are in need of improvement. He said that due to these concerns, the reporting structure has been changed. The research ombudsman will now report directly to the Vice President of Research.

Dr. Frederick said that commencement will take place Monday, May 13<sup>th</sup> at the Alamodome. He acknowledged the scheduling issues that may arise for a Monday ceremony, but said that this was the only date that the Alamodome was available. There will be two large ceremonies; one at 2:00 pm (for the colleges of Engineering, Sciences, Liberal and Fine Arts, and Public Policy) and one at 7:00 pm (for the colleges of Business, Education and Human Development, the University College, and Architecture). He said that a shuttle service will be available from both the main and downtown campuses, and food will be provided for faculty. Dr. Frederick encouraged faculty to attend, to be available to greet the graduates after they exit the stage and wish them well in their future endeavors.

D. Committee on Academic Freedom and Tenure – Dr. Johnelle Sparks

Dr. Sparks said that “HOP 2.xx - Appointing Former Tenure Track Faculty Members to Non Tenure-Track Faculty Positions” is a new policy, still in the preliminary stages. The committee will be working with Dr. Zapata before the stakeholder review process begins. This policy would allow for a Tenure-Track faculty member to resign and possibly be reappointed as a Non Tenure-Track faculty member in their department. She explained that the faculty member must decide to resign first; in other words, they aren’t able to simply switch from one title to the other. In addition, the department chair wouldn’t be able to simply rehire them. The chair would have to comply with the HOP 2.50 policy in order for them to be reappointed. Dr. Sparks said that the committee had mixed feelings regarding the policy and that many questions were raised that will need clarification. Some of these are focused on the timeline (at what point must they resign to be considered for a Non Tenure-Track appointment?) and clarification is needed regarding the strength and role of the department chair in making the decision. The committee will also be looking at current HOP policies to ensure that this new policy would be in alignment. Dr. Sparks said that she will be sending out the policy for feedback when the stakeholder review period begins.

IV. Unfinished Business

There was no unfinished business.

V. New Business

- Statements of support for SYSFAC Resolutions – Dr. Misty Sailors  
Dr. Sailors presented four SYSFAC resolutions for the senate to consider supporting:

1. **Resolution** on Guns on Campus to the Chancellor

*“The University of Texas Faculty Advisory Council believes that the carrying of firearms on campus by anyone other than law enforcement officers is detrimental to the safety and security of all on campus.”*

**There was a motion to consider the resolution and a vote was held. The vote was in favor of supporting the resolution (21 yes, 5 no, and 1 abstention).**

2. **UTSA Faculty Senate Resolution** on Encryption and Information Assurance to the UTSA President and Provost

*“Whereas computer encryption programs can directly inhibit certain kinds of faculty research and communication, UTSA should establish an information assurance advisory committee with substantial faculty membership to ensure the availability, integrity, authentication, confidentiality, and non-repudiation of the campus’s information and information systems. One function of the committee should be to receive and to make recommendations with regard to faculty requests for exemptions from requirements for the encryption of university owned computers and mobile communication devices.”*

**There was a motion to consider the resolution and a vote was held. The vote was unanimously in favor of supporting the resolution.**

**The senate also voted unanimously in favor of supporting SYSFAC’s original resolution on Encryption:**

*“Whereas computer encryption programs can directly inhibit certain kinds of faculty research and communication, each UT System campus should establish an information security advisory committee with substantial faculty membership to receive and to make recommendations with regard to faculty requests for exemptions from requirements for the encryption of university owned computers and mobile communication devices.”*

3. **Resolution** on Faculty Analytic Tools to Executive Vice Chancellor of Heath Affairs and the Executive Vice Chancellor of Academic Affairs

*“Be it resolved that the implementation of any analytic tool (e.g. Academic Analytics, SciVal, MyEdu) either by System as a whole or by individual campuses for faculty assessment purposes shall be subject to regular review and approval by campus faculty governance bodies and/or by the System Faculty Advisory Council. Further, each campus Chief Academic Officers (or a designee) shall ensure that there will be a regular mechanism for improving the usage of these tools when these bodies or when individual faculty members reveal omissions, absences, and flaws in the analytics and/or raise issues with their usage.”*

**There was a motion to consider the resolution and a vote was held. The vote was unanimously in favor of supporting the resolution.**

4. **Resolution** on Equal Benefits for Domestic Partners

*“Whereas, nonmarital domestic partnerships are becoming increasingly common in modern society; and*

*Whereas an increasing number of corporations, governmental entities and universities are including the partner of an employee in their benefit plans with equivalent status to an employee's spouse; and*

*Whereas providing equivalent status is an issue of fairness and equity; and*

*Whereas providing equivalent status will have a positive effect on faculty and staff recruitment and retention; and*

*Whereas providing equivalent status will have a positive effect on faculty and staff morale; and*

*Therefore be it resolved that the University of Texas System Faculty Advisory Council hereby encourages the Board of Regents to urge legislators to pursue changes in state laws and subsequently to change Regents' Rules to allow The University of Texas System to treat a domestic partner equivalently to an employee's spouse in all University benefit plans."*

**There was a motion to consider the resolution and a vote was held.**

**The vote was unanimously in favor of supporting the resolution.**

- University travel process changes –Diana Macias-Ollervidez, Assistant Controller  
Ms. Macias-Ollervidez told the senate that the state legislature will now require all institutions within the UT System to utilize pre-approved travel agencies, airlines, and car rentals when making travel arrangements. The new requirements will take effect May 13, 2013. She said that the goals are to minimize cost (generating a System wide savings of approximately 15%) while improving overall service, and to improve reporting and streamlining of contract management. She said that approved travel agencies, Corporate Travel Planners or Anthony Travel, must be used (the new requirements do not affect hotel bookings). In addition, a user-friendly online tool called CONCUR may be used to book travel. Ms. Macias-Ollervidez said that any airline may be used, as long as it's booked through one of the approved travel agencies (and some airlines will offer additional discounts). The travel agency should also be notified if the Open Skies/Fly America Act will apply for international travel to make sure that appropriate funds are used. The travel agencies will also provide auto-enrollment in the International SOS system in order to comply with UT System requirements. The approved car rental agencies are Avis/Budget, Enterprise/National, and Hertz. The traveler has the option to rent a car through the travel agency or directly through one of the approved car rental agencies. There will be no change in hotel options and GSA lodging rates will still be applicable. She said there will be a new overall management fee (no longer a per transaction fee) which will be split among the departments and she noted that the online transaction fee is much lower than the full service fee. This policy will apply to all UT System employees, students, guests, and consultants; and currently excludes athletic and student group travel. Approved exceptions include travel costs paid by an outside entity, emergency situations and natural disasters, and airfare with a cost savings of \$100 or more. The penalties for non-compliance are:

First violation: Notification sent to VP, account administrator, and traveler/travel arranger with a reminder to use approved agencies and copy of the policy.

Second violation: Notification sent to VP, traveler and travel arranger with a reminder to use approved agencies and copy of the policy. Both the travel arranger and the traveler must attend a training class (even if already attended).

Third violation: Management will be notified and the traveler will not be reimbursed. In addition, the traveler will be temporarily suspended from travel and disciplinary measures will be taken.

A question was asked regarding the CLIBA cards. She said that these are good for people who travel often and they prevent an out-of-pocket cost to the traveler. In addition, these cards must be used to obtain the travel discounts. She said that they should be (or are already) available to all departments. Ms. Macias-Ollervidez said that customer comments may be communicated through CONCUR and encouraged everyone to attend the upcoming training classes.

VI. Open Forum

VII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:20 pm.