

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY

SUMMARY MINUTES OF THE FACULTY SENATE MEETING of January 16, 2014

The regular monthly meeting of the Faculty Senate for the 2013-2014 academic year was held January 16, 2014, at 3:30 p.m. in the Travis Room (HUC 2.202) with Dr. Rebekah Smith, Chair of the Faculty Senate, presiding.

I. Call to order and taking of attendance

Present: Diane Abdo, Emily Bonner, Natasha Burns, Pepe Chang, Fengxin Chen, Frank Chen, Karen Daas, Glenn Dietrich, Jim Dykes, Martha Fasci, Vaidya Gundlupet, Suat Gunhan, Robert Hard, Richard Harris, Harry Jarrett, Drew Johnson, Turgay Korkmaz, Francisco Marcos-Marin, Marian Martinello, Lydia Martinez-Rivera, Patricia McGee, John Merrifield, Joycelyn Moody, Ashok Nedungadi, Wing Chung Ng, Clyde Phelix, Libby Rowe, Misty Sailors, Dan Sass, Rebekah Smith, Johnelle Sparks, Woodie Spivey, Alistair Welchman, Bennie Wilson, Wayne Wright, John Zhang

Absent: David Akopian, Robert Ambrosino, Rajesh Bhargave (excused), Karla Broadus, Yongli Gao (excused), Mark Giles, Richard Lewis (excused), Marcelo Marucho, Debbie Menger (excused), John Nix (excused), Antonio Petrov, Branco Ponomariov, Anand Ramasubramanian, Juana Salazar (excused), Elaine Sanders (excused), Rob Tillyer (excused), Heather Trepal (excused)

Guests: Steven Boyd, Ron Ellis (for John Nix), Donovan Fogt, John Frederick, Sarah Leach, Hongjie Xie (for Yongli Gao), Jesse Zapata

Total members present: 36

Total members absent: 17

II. Approval of the December 12, 2013 meeting minutes

The minutes were approved.

III. Reports

A. Chair of the Faculty Senate – Rebekah Smith

Dr. Smith reminded the senate to submit their feedback on the policies listed below to the appropriate committee chair no later than January 23rd, in order to incorporate it into the committee's February senate reports.

Wayne Wright, Chair of Senate Research Committee – 10.34 Visiting Scholars

Bob Hard, Chair of Senate HOP Committee – 8.14 Data Owner; 8.15 Acceptable Use; 8.16 Information Security Administrator; 8.17 Incident Response; 8.18 Positions of Special Trust.

Dr. Smith said that at a recent GRIP meeting, a geographic market analysis was shared, which showed trends in student data. Other topics discussed included waitlisting, advising, Degree Works, and EARN. She said that EARN had a successful pilot phase and would be available for all faculty to use this semester. Angel Gibbons (from OIT) is visiting each department, to further explain the details of EARN. Dr. Smith encouraged faculty participation in EARN and the Learn gradebook systems. She said that the automatic grade transfer process is more complicated than originally anticipated and is still being developed. She said that accounts for graduate students and adjuncts are now available for use on their first day, and may also be extended beyond the end of their appointment with approval from their supervisor. For more information she told the senators to contact Anthony Espinoza. Dr. Smith praised the improved commencement process and encouraged senators to attend in May. She said that PeopleSoft has postponed their go-live date, moving it from March 1 to May 1. Dr. Smith announced that a new campus-wide voicemail system will begin implementation on February 1. The new Unified Messaging system will integrate both voicemail and email accounts, improving users' functionality. More information may be found on the handout posted to the senate's webpage. Dr. Smith mentioned a few additional issues that were brought up at the last senate meeting. She provided a link to the tobacco-free policy, which explains the details related to policy enforcement. She said that any remaining housekeeping issues may be sent to her directly. In addition, all remaining bookstore issues may be sent to Jim Dykes. Dr. Smith announced the grand opening of the new Faculty Center on the 4th floor of the JPL and encouraged everyone to attend the opening ceremony on January 30th from 3:00-5:00 p.m.

B. Provost's Report – John Frederick

Dr. Frederick notified the senate that Mr. Julius Gribou, Executive Vice Provost and Senior International Officer is planning to return to teaching at the end of the academic year. Dr. Frederick said that there will likely be an appreciation ceremony in May. He clarified that the issue of grades reported late last semester was confined to adjunct faculty. The grades that were reported late did initially have a negative impact on students, but the issues were able to be corrected. Dr. Frederick stressed the importance of meeting deadlines for filing grades at the end of each semester and encouraged senators to share this information with their colleagues. He announced the grand opening of the new Faculty Center and encouraged faculty to attend. Dr. Frederick said that Dr. Zapata is currently researching UTSA's "founding faculty" members (those who started at UTSA under the Peter Flawn presidency and have completed their careers at UTSA). He said that the development of a display in the Faculty Center to honor these founding members is underway. The EARN pilot program took place last fall with good results. Approximately 80% of the students who were notified of low grades were able to correct them and pass their classes. In addition, many advising holds were corrected before the registration period began using the early alert system. The system will be going live campus-wide soon. Dr. Frederick thanked those that attended the fall commencement ceremonies, noting the effectiveness of the

shorter individual ceremonies. He said that the faculty exit strategy from commencement will be improved this spring. He announced that the dates for the spring ceremonies will be Saturday and Sunday, May 10 & 11, 2014.

C. Curriculum Committee – Lydia Martinez-Rivera

The Curriculum Committee reviewed admissions criteria proposals from four departments (Chemistry, Computer Science, Psychology, and Kinesiology, Health & Nutrition) for admittance to their undergraduate programs. The committee recommended that two of the four pre-majors modify their requirements to be consistent with the requirements for all pre-majors. Specifically, they recommend that the departments of Computer Science and Psychology revise their criteria to accept a “C–“ or better in their required courses. The senate voted to unanimously approve this recommendation.

The Curriculum Committee also reviewed the 2014-2015 undergraduate catalog had a few minor changes. Some formatting and typos should be corrected for the colleges of business, liberal and fine arts, the university college, and the honors college. For the college of sciences, there were some minor advising and degree plan changes which should be re-written. The committee recommended approval of the 2014-2015 undergraduate catalog, pending these changes. The senate voted to unanimously approve this recommendation.

D. Research Committee – Wayne Wright

Dr. Wright said that his committee reviewed HOP 10.15, which is a new policy. The committee noted some serious concerns about the way the policy was written, including possible negative implications regarding faculty ownership of their intellectual property, and vague and conflicting language in the policy. The committee feels that more information is needed from the administration about the policy, and further discussion is also needed. The committee recommended that the senate “table” the policy so more time may be allocated to further discussion and collaboration with members of the administration. The senate voted to unanimously approve this recommendation.

E. NEP Committee – Karen Daas

The NEP Committee reviewed Article 3, Section 5 of the senate’s bylaws, and is proposing changes which will clarify the term limits for the senate’s Chair and Vice Chair positions.

- The Chair may serve no more than two consecutive terms (where each term is two years). The committee recommends approval. The senate voted to unanimously approve this recommendation.
- The Vice Chair may serve no more than four consecutive terms (where each term is one year). The committee recommends approval. The senate voted to unanimously approve this recommendation.

IV. Unfinished Business

There was no unfinished business.

V. New Business

- *Grievance Committee Annual Update – Steven Boyd, Faculty Grievance Committee Chair and Jesse Zapata, Vice Provost of the Downtown Campus*

Dr. Boyd, University Faculty Grievance committee chair provided the senate with an annual update of grievances filed between June 2012 and August 2013 as mandated by the HOP. He said there were 6 instances within this timeframe.

- 2 inquiries; no grievance filed
- 2 filed grievances in May 2013, which both underwent the informal process. One is closed and one is continuing.
- 2 filed grievances that underwent the formal process. Both have been closed.

Dr. Boyd said that he couldn't discuss specific details about the grievances due to confidentiality restrictions, but said that they are most often related to evaluations and merit pay.

Dr. Zapata discussed the importance of following the informal and formal phases of the grievance process. He said that a grievance cannot proceed before first completing all steps within the informal process. He said that some issues with the process are still being worked out, such as obtaining the cooperation of all grievance committee members and adhering to the required timeframes. He said that an Ombudsperson is only mentioned once in the policy, so their role will need to be more clearly defined. Dr. Zapata said that last fall he worked with the HOP committee to revise the policy (HOP 2.34), which will go out for stakeholder review soon.

- *Undergraduate Research – Donovan Fogt, Director of Undergraduate Research*

Dr. Fogt discussed the Office of Undergraduate Research's goal of generating momentum across all colleges by offering scholarships for undergraduate research. There have already been scholarships offered for the spring semester and there will be more offered in the summer and fall semesters. He said that these scholarships are targeted at undergraduate students who are considered "first-time" researchers. In addition, an "Undergraduate Research and Creative Inquiry Showcase" will be held on April 24th in the University Center from 10 a.m. to 3 p.m. Dr. Fogt asked the members of the senate to help provide a rough estimate of how many students from each college are expected to attend.

VI. Open Forum

VII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:05 pm.