

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDING OF THE GENERAL FACULTY AND

DOCUMENTS and PROCEEDINGS OF THE UNIVERSITY ASSEMBLY

The minutes of the University Assembly meeting of May 6, 2003 published below have been prepared for the immediate use of the members of the University Assembly and are included in its Documents and Proceedings. They are also included in the Documents and Minutes of the General Faculty for the information of the members.

Mansour El-Kikhia, Secretary
The General Faculty

SUMMARY MINUTES OF THE UNIVERSITY ASSEMBLY MEETING OF MAY 6, 2003

I. Call to order and taking of attendance

Present: Leroy Alloway, Rosalie Ambrosino, Jane Armstrong, Guy Bailey, Felicia Briscoe, Bruce Bublitz, Patricia Dunn, Mansour El-Kikhia, Miriam Juckett, Michael Kelly, Deryl Martin, James McDonald, Cindy Orth, Terri Reynolds, Ricardo Romo, John Rundin, Woodie Spivey, Rosalinda Stead, and Brenda Stevens

Absent: Jennifer Alcorta, Gerard Barloco, Linda Black, Ryan Cramer, Ke'Ana Hardy, Eugene John, Melissa Killen, David Larson, Rita Marquez, Ken Masden, James Mathis, George Negrete, Christopher Reddick, and Eugene Salinas

Total members present: 19

Total members absent: 14

II. Minutes of March 11, 2003 meeting approved.

III. Reports

A. President's Report – Dr. Romo

Dr. Romo reported that final decisions regarding the state budget have not yet been made. He stated that he spent some time in Austin with one of the student fee committees; the work primarily involved those student fees that had been approved in 1999 and designated for additions to the University Center. However, the University will not know anything for sure until a vote goes before the Senate Committee on Education. The University also has a housing proposal for 1000 units or beds before the Board of Regents for \$48 million; and if the proposal is successful, it will represent a remarkable endeavor. Regarding tuition deregulation, Dr. Romo felt that not enough progress has been made. The bill has been changed substantially and no longer focuses on student income or financial aid eligibility but rather is limited to tuition deregulation and tuition flexibility. This would give the University some options for setting tuition amounts.

B. Secretary – Dr. Mansour El-Kikhia

Dr. El-Kikhia reported on a document regarding University accountability that he received from The University of Texas System Faculty Advisory Council. He said it was important for faculty, staff, and students to take a look at the document and provide him with feedback. In turn, he would make that feedback available to the UT System. Dr. El-Kikhia will be distributing the document to Assembly

members, and he encouraged the members to then distribute it to as many people as possible. Dr. El-Kikhia stressed that if the University desired change, then everyone had to participate in effecting those changes.

C. Committees

1. Ad Hoc Committee on Bylaws Revision – Dr. Michael Kelly

Dr. Kelly distributed the revised bylaws for the Assembly and briefly commented on some of the changes. He said a vote would be taken at the first meeting in October, and he wanted the members to have the opportunity to examine the proposed bylaws and find possible discrepancies over the summer. Then, the changes could be amended on the floor at the next meeting.

Dr. Kelly said the first change was a reorganization of the membership. Administrators and other ex officio members are grouped into one category. Further, all UTSA benefits-eligible faculty, administration, professional and classified employees, and full-time students in good standing with the University could be eligible for membership in the Assembly. The terms of service are two years, except for students, who serve one year. Another change is a provision for creating new Standing Committees. The committees would not be listed in the bylaws, but could exist by a two-thirds vote of the Assembly. It would then be possible to create the special Ad Hoc Committees by a simple majority. Finally, Dr. Kelly said that most changes were made to the area of elections appointments. Section Three is the key provision, and it defines how the various representatives will be elected. In response to a question from Dr. El-Kikhia, Dr. McDonald stated that elections for the Assembly representatives would be conducted in much the same way that slates for all the committees are done at this time.

Dr. McDonald commented that student eligibility for graduate students was based on individuals taking nine hours. He said that the more effective graduate students take six hours and that this requirement would eliminate a high percentage of graduate students from participating in the Assembly.

Dr. Kelly asked if a graduate student could be recognized as full time if he or she is taking only six hours. Dr. McDonald responded that for all purposes they would be, although the Office of Graduate Studies does not recognize them as full-time students unless they are taking nine hours. Dr. Kelly recommended that the six-hour requirement be run as a pilot; and at the end of the year, if it is not working, the requirement could be returned to nine hours.

The question of classified professional staff membership was discussed.

D. Other

1. Report from the Chair of the Faculty Senate - Dr. James McDonald

Dr. McDonald reported that the Senate meeting would be held on Thursday, May 8, 2003. At this meeting, Melissa Briscoe would give a report on the Teaching Effectiveness and Development Committee's progress with the new IDEA student evaluation survey. A report from the Academic Policy and Requirements Committee on some recommended revisions to the Grievance Policy would be given. An Ad Hoc Committee on New Faculty Issues was appointed by the Senate since new faculty at UTSA apparently have a difficult time preparing for their classes ahead of time due to stipulations within the accounting system. Until their appointment becomes official and they are put into the accounting system, they cannot obtain a parking permit, office keys, e-mail addresses, access to the library, or photo identification. Finally, there would be discussion on the laboratory space policy and any provisions added to it by the Provost's Office.

Regarding the difficulties that new faculty encounter, Dr. Bailey stated that the real problem is the technical constraints on the system. Dr. Romo suggested exploring the practices at another school that is successful at these transitions and using this as a model.

2. Report from the Chair of the Staff Council – Ms. Terri Reynolds

Ms. Reynolds reported that the Staff Council had been very busy monitoring a number of issues. The Staff Council has received positive responses from their Web site. Apparently, representatives from other universities are visiting the Web site and then inquiring about UTSA's Staff Council in an effort to set up an organization of their own. Regarding benefits, Ms. Reynolds reported that the matter of tuition reduction for employees needs to be modified to reflect the addition of new fees. Further, Ms. Reynolds said that flexible summer hours received a positive response from the staff and that it was important to let supervisors know that they had a choice in whether to allow flexible schedules.

Dr. Romo said that he would like to see all departments have the flexible work schedule policies that the Police Department and the Library utilize.

Ms. Reynolds also said the Staff Excellence and Service Award Ceremony was a success and that everyone was pleased with the certificate covers. Dr. Romo thanked everyone for the help with the ceremony. He said in order for these awards to be successful, they must represent the people who really deserve to win. As a result, the Assembly can help by nominating those people who merit recognition.

IV. Unfinished Business

None

V. New Business

None

VI. Questions to the President

A College of Sciences student representative suggested that something be done about communication between the colleges' advising centers and the colleges. Communication on required tests, classes, etc. is crucial.

VII. VII. Adjournment

Dr. Romo stated that there were four graduation ceremonies set for Friday and Saturday. He ended by thanking everyone for the hard work.

Comments or questions to spottorff@utsa.edu

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