

**College of Sciences (COS)
Meeting of Dean's Executive Council
13 April 2009**

Present:

Dean - George Perry

Department Chairs - Edwin Barea-Rodriguez, Alan Dutton, Waldek Gorski, Miguel Jose-Yacaman, Sandy Norman, Kleanthis Psarris

Associate Deans - Raymond Baird, Craig Jordan, George Negrete

Center/Institute/Program Directors - Aaron Cassill, Joe Lazor

Assistant Dean - Garry Castellanos

COS Undergraduate Advising Director - Patti Gonzalez

COS Retention and Graduation Analyst - Diane Elizondo

Summary Notes

Status of Annual Faculty Performance Appraisals

Dr. Baird reminded department chairs that faculty appraisals need to be completed. He asked department chairs about the status of appraisals in their departments. Their responses are noted below:

Biology	Only seven appraisals need to be completed
Chemistry	Will be completed in two to three days
Computer Science	Will be completed by the end of the semester
Environmental Science	1/3 done; 1/3 scheduled; 1/3 pending
Geological Sciences	Appraisals have been completed
Mathematics	Will be completed by next week
Physics and Astronomy	Appraisals will be completed in two weeks

Dr. Gorski commented that he is planning for a more meaningful assessment of teaching effectiveness for faculty appraisals for next year. He has talked with Barbara Millis, Director, Teaching, Excellence, Advancement, and Mentoring (TEAM) Center. He will be adding a requirement for chemistry faculty to attend one to two TEAM teaching workshops. Faculty will be able to add points in the teaching segment of the appraisal. If they do not participate, they will receive zero (0) in the category. Dr. Gorski feels in the long run this may help teaching skills.

ResearcherID Link

Dr. Perry informed the forum that he had found a site, ResearcherID, which was easier to use for evaluating faculty for citations. He is requesting that faculty being reviewed for promotion/tenure or post tenure review register at the site. Faculty members will need to create their own profile. The site is linked to the Web of Knowledge. Dr. Yacaman mentioned one would have to do multiple searches because of the different way names are spelled. Dr. Perry felt that the various listings could be checked. The site can be accessed at:

<http://www.researcherid.com/Home.action>

Campus-Wide Audit

Garry referenced the memorandum dated 7 April 2009 from Dr. Frederick on the “Campus-Wide Audit.” There will be an audit that will review how information technology assets are managed, funded and secured efficiently and effectively. Paul Tyler and Carol Rapps will be contacting area individuals to see what resources we own and are responsible for. This information will be helpful for the new Chief Information Officer coming to UTSA.

Fall 2005-2008 Comparison

Dr. Perry provided the handout on “Fall 2005-2008 Comparison” which was distributed at a Strategic Resource Planning Council meeting. This is information reported to the Coordinating Board and is something like a breakeven analysis. The data will be a major driver for faculty recruitment. There were questions about the data asked by the department chairs - number of faculty in departments, why are there fractions, were NTT faculty included, comparison to other components in the UT System. Mr. George Jeffery, Provost’s Office, will be invited to attend a future meeting of the Dean’s Executive Council to discuss the spreadsheet.

Course Prerequisites

Dr. Perry stated he would be asking each of the department chairs for confirmation of two items:

1. Whether a department’s schedule of classes will look the same as in the past. We need to make sure that prerequisites will be factored.
2. Are there unhidden prerequisites or prerequisites that are unnecessary.

Departments need to give due consideration so that we do not have obstacles preventing students from graduating. Patti commented that there are a lot of overrides of prerequisites. Patti asked the department chairs for a definition of a prerequisite. The answer was a course necessary prior to do well in the requisite course.

External Reviewer’s Format Letter

There was a discussion about the sections in the sample letter from the Provost’s Office on “evaluating research/scholarly/creative accomplishment” and not evaluating teaching. The letter also informs external reviewers that their evaluation will be made available if someone requests to see it. Dr. Yacaman conveyed that this was not an appropriate letter to be sent to external reviewers and questioned why external reviewers could not comment on teaching. Dr. Perry mentioned that he had samples of letters from universities asking him for an evaluation. Copies of these letters will be sent to Dr. Barea-Rodriguez and Dr. Yacaman.

Spring Fling 2009

Patti reminded the forum about Spring Fling 2009 which is scheduled for Saturday, 18 April 2009, on campus. This event is for juniors and their parents. If departments are interested in participating, reservations forms need to be submitted by April 15.

Dr. Norman commented that he had reviewed the spring 2009 Graduation Initiative newsletter. He stated that the article was unreasonably and universally critical about advising. He felt that the comments made did not apply and that he has witnessed COS advisors being more proactive. Diane commented that the article came from data in the Report of the Blue Ribbon Committee on the Undergraduate Experience and the report about barriers to graduation compiled from the Graduation Initiative, which included a student feedback report from two years ago. She stated that students might incorrectly state academic advising is a problem for some issues that the advising centers have no purview (e.g. when and what courses are offered each semester - a department responsibility).

Dr. Jordan conveyed that he was attending a weekly group meeting with Dr. Williams. Dr. Frederick has requested a report by mid-May to deal with problems of advising. The group is trying to determine what is the scope of the problem. Are complaints by students about an advisor or an advising center?

Dr. Norman stated that if department chairs have opportunity for input, he would like to provide some. He sees the COS advisors as being more proactive plus the Advising Center operates with a limited budget. Dr. Barea-Rodriguez agreed with Dr. Norman's comments.

Diane commented that an outside consultant will be used to evaluate advising. Patti responded that there was an external review in 2005 and recommendations were made.

Diane noted that we need to advocate to and inform the Provost about our proactive activities. Dr. Jordan emphasized that the COS Undergraduate Advising Center is trying to reach out to students. He pointed out that Patti has to go through Barbara Smith, Executive Director of Advising. Patti stated that she and the advisors have good ideas but not the support. Dr. Norman suggested that administrators work to have the COS Undergraduate Advising Center assigned back to the College of Sciences. The advising centers are supported by student fees. Garry mentioned that he had met with Dr. Williams. Of the money collected, Dr. Williams has to fund all the advising centers.

Dr. Lazor suggested that COS conduct an analysis of services. He stated that the information in the report might need to be challenged because if it is an attitude survey it is not useful information.

Another hindrance is that students are receiving advising from four offices - COS Undergraduate Advising Center, Honors College, University Health Professions Office, and Athletics Advising if a student-athlete.

New Business

Dr. Yacaman commented that meetings of the Dean's Executive Council were scheduled too close together and recommended that they be scheduled every three weeks. Dr. Perry asked the forum for their comments and there was agreement.

Diane requested that Dr. Gloria Crisp, College of Education and Human Development, be invited to speak at a future meeting to talk about Science, Technology, Engineering and Mathematics (STEM) majors.