

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY

SUMMARY MINUTES OF THE FACULTY SENATE MEETING of November 11, 2010

The regular monthly meeting of the Faculty Senate for the 2010-11 academic year was held November 11, 2010 at 3:30 p.m. in the University Room (BB 2.06.04) with Dr. Carola Wenk, Chair of the Faculty Senate presiding.

I. Call to order and taking of attendance

Present: Diane Abdo, Sos Agaian, Yoris Au, Manuel Berriozabal, Mark Brill, Karen Daas, Carol Dyas, Mansour El-Kikhia, MaryEllen Garcia, Rhonda Gonzales, Robert Hard, Judith Haschenburger, Amy Jasperson, Palani-Rajan Kadapakkam, Kimberly Kline, Zlatko Koinov, Donald Kurtz, Josephine Mendez-Negrete, Melvin Laracey, Richard Lewis, Randy Manteufel, John McCray, Mary McNaughton-Cassill, John Merrifield, Annette Portillo, Hazem Rashed-Ali, Dan Sass, Misty Sailors, Hatim Sharif, Macneil Shonle (for Daniel Jimenez), Ted Skekel, Johnelle Sparks, Patricia Thompson, Raydel Tullous, Alistair Welchman, Carola Wenk, Bennie Wilson, Libby Rowe

Absent: Robert Ambrosino (Excused), Garry Cole, William Cooke, Beth Durodoye (Excused), Lars Hansen, Victor Heller, Daniel Jimenez (Excused), Alycia Maurer, Jolyn Mikow, J. Mitchell Miller, Elizabeth Murakami-Ramallo, Darryl Ohlenbusch, Branco Ponomariov, Anand Ramasubmaranian

Guests: John Frederick, Rebecca Luther, Dana Messer, Allison Tinn, Tom Coyle, David Pillow

Total members present: 36

Total members absent: 16

II. Approval of the October 14, 2010 minutes

The minutes were approved.

III. Reports

A. Faculty Senate Chair – Dr. Carola Wenk

Dr. Wenk noted that the two proposals discussed during the October 14, 2010 senate meeting - the Bachelor of Business Administration Degree in Sport, Event, and Tourism Management (BBA-SET) and the addition of ARC 1513, Great Buildings and Cities of the World, to the university core curriculum (World

Society and Issues domain) - were approved. Concerns regarding the implementation of the plus/minus grading system were mentioned, and two main items were discussed: prerequisite requirements of C would now be C-, and required catalog changes for both undergraduate and graduate catalogs. It may be an option to make online amendments to the graduate catalog. The plus/minus grading system has also been addressed by the Paisano. With regard to the new online course evaluations, HOP 2.12 has been put on hold based on senate review. It has not been set whether evaluations will be administered for all classes during the summer. The ad-hoc Faculty Senate Committee on Course Surveys, in collaboration with the Faculty Senate HOP Committee, will continue to review the summer evaluation issue. The ad-hoc Faculty Senate Committee on Course Surveys will also work on developing procedural guidelines for the online course evaluations, which will be presented to the Faculty Senate in spring. The Academic Freedom and Tenure Committee was asked to look into issues regarding promotion and tenure review using Rowdyspace, including administrative monitoring of access logs and how files should be handled. Faculty development leave will not be offered next year due to budgetary concerns. Senators need to take their positions seriously, and this includes increasing the communication about faculty senate issues with faculty in each senator's department. Meeting times will be from 3:30 – 5:30 PM on meeting days. Criminal background checks (CBCs), based on the new UT System policy UTS 124, will be required for all employees. Retroactive CBCs will be necessary for all faculty that have not had a CBC previously. An ad-hoc Faculty Senate Committee will work on revising our local CBC policy HOP 4.30.

- B. Secretary of the General Faculty – Dr. Amy Jasperson
CBCs (criminal background checks) will start next week. Faculty who started at UTSA more than 5 years ago and have not already had a CBC will undergo a CBC retroactively. Campus police will initiate the checks and a public records' search of criminal history, including deferred adjudications and convictions, will be reported to HR. Faculty will be notified if something is found in the CBC and will have an opportunity to respond. HR will report on this issue at the next University Assembly meeting. Staff council is considering a smoke-free campus, and Dr. Jasperson welcomes feedback on this topic. The university is working on a Phi Kappa Phi and Phi Beta Kappa chapter and will hold the first meeting to discuss the chapter in December. The University Assembly meets November 16, 2010. There have been no new SysFac meetings since the last faculty senate meeting, and the next meeting will take place next semester.
- C. Evaluations, Merit, Rewards and Workload Committee – Dr. Amy Jasperson
Two resolutions approved by the committee were presented. Resolution 1 discussed merit eligibility (see committee report dated 11/9/2010 for original wording). A motion was made and seconded to approve Resolution 1, but the motion did not pass due to concern that someone with an Unsatisfactory rating in a merit category could be eligible for merit under the current language.

Another motion was made and seconded to change the wording of Resolution 1. This motion was approved and the following language adopted:

Every tenured/tenure-track faculty member with a net evaluation score of 2.5 (Good) or better, and no rating of U in any one category of research, teaching, or service, shall be eligible to receive a merit adjustment on his/her FY 20XX academic rate. The net evaluation score is the weighted average (based on workload allocation) of all categories of teaching, research, and service for the evaluation year.

Resolution 2, regarding using caution when using the new on-line teaching evaluations in annual merit evaluations due to low response rates, was discussed, and a motion was made and seconded to approve the resolution. After discussion of some concerns with the wording of the resolution, the motion was withdrawn due to lack of time. The committee will reconsider Resolution 2 at the December 9, 2011 Senate meeting and welcomes feedback from senate members in the meantime.

- D. University Curriculum Committee – Dr. Raydel Tullous
The BA in General Studies was approved by the committee and will be discussed at the next faculty senate meeting. The proposal has changed the name of the degree to BA in Multidisciplinary Studies, and the proposal will be sent to senators in a few days so it can be shared with all faculty. This proposal will be discussed in the Faculty Senate meeting in December.
- E. Committee on Handbook of Operating Procedures
The committee found the following non-substantial changes to the HOP acceptable - 5.07, 5.17, 5.20, 8.02, 8.03, 8.04, and 2.24 (third year review moved from fall to spring). The committee found that HOP 5.03 Student Publications appears acceptable after some changes were made. Originally 5.03 required prior University approval of all student organization publications. After committee comments were sent to the University HOP committee, a new draft was received by the committee on November 8, in which the prior approval requirement was removed and a statement was include that says “Student organizations may distribute literature consistent with HOP policy 9.37, *Peaceful Public Assembly*.” There was insufficient time for the committee to fully review the new 5.03, but the changes appear acceptable. Other items discussed included HOP policy 9.44. Retaliation complaints. This policy establishes a process for filing/review of complaints. The Committee found that the time period for filing complaints should be 90 days, not 30 days as written, and there was a need to provide for a series of events that in aggregate amount to retaliation. The administration put this policy on hold, and the committee will report more on this issue at the December 9th aculty senate meeting. Lastly, HOP policy 10.02. Misconduct in Research, Other Scholarly Activities [replacing 2.28] was reviewed. The committee found the policy to be complicated and unfinished. A key manual as part of this policy, the *UTSA Misconduct Proceeding Manual*, was unfinished and not provided to the committee for review. The committee found numerous issues with the policy,

- including: a shift of process from academic departments to administration, the policy covers teaching in addition to research/writing, and incorporation of other regulations/guidelines, committee composition, standard of proof, opportunity for hearing, etc. An extension of the review time period was asked for by the committee but was denied. The committee is meeting with Marianne Woods on November 12. The HOP committee cannot recommend approval of HOP 10.02. A motion was made and seconded to reject HOP policy 10.02 based on the recommendation of the committee, and the motion was unanimously approved.
- F. Budget Committee – Dr. Robert Hard
The committee is currently meeting to discuss budget issues.
 - G. Academic Freedom and Tenure Committee – Dr. Mary McNaughton-Cassill
The committee is reviewing an individual faculty member’s academic freedom case and will have an update at the next meeting. The committee will be looking at PPE guidelines in the next couple of months.
 - H. Nominations, Elections, and Procedures Committee – Diane Abdo
The committee has divided into sub-committees to address revisions to the bylaws.
 - I. Consent Calendar
The Graduate Council has approved all graduate catalog revisions. The revisions are available online for review.
- IV. Provost’s Report – Dr. John Frederick
Dr. Frederick discussed the state budget and what to look for in the spring. Information regarding the state budget was delayed due to the election. The initial version of the budget bill will likely ask for a 30-35 percent cut from higher education, will exclude special items, and will not include anything from the rainy day fund, taxes, or fees. The bill will likely improve as we move into the spring and some of the items may be restored during the legislative session. For UTSA, the most optimistic budget would involve a 20 percent cut. The Provost is working with the Strategic Resource Planning Council, Budget Committee, deans, and department chairs to figure out budget cuts while trying to keep the academic core mission. Additional one-time funds were secured for the summer 2011 budget. The Provost urges departments to offer courses that allow students to make progress on their degrees and have large class sizes. The Coordinating Board has proposed a policy that would limit institutions from submitted new PhD proposals based on the institution’s six-year undergraduate graduation rate. UTSA has submitted a response to the Coordinating Board based on this proposal. The Provost is working with others in the UT system to develop a UT version of faculty productivity measures. These measures would be assessed at the institutional and college levels.

- V. New Business
No new business was discussed.
- VI. Open Forum
No items were presented at the Open Forum.
- VII. Adjournment
There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:40 pm.