

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY

**SUMMARY MINUTES OF THE
FACULTY SENATE MEETING
of March 10, 2011**

The regular monthly meeting of the Faculty Senate for the 2010-2011 academic year was held March 10, 2011, 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, Mark Bayer (for Annette Portillo), Yoris Au, Manuel Berriozabal, Mark Brill, Garry Cole, Beth Durodoye, Carol Dyas, MaryEllen Garcia, Lars Hansen, Robert Hard, Anne Hardgrove, Patricia Harris, Judy Haschenburger, Mary Kay Houston-Vega, Amy Jasperson, Palani-Rajan Kadapakkam, Kimberly Klein, Donald Kurtz, Melvin Laracey, Randy Manteufel, John McCray, Mary McNaughton-Cassill, Josephine Mendez-Negrete, Elizabeth Murakami-Ramalho, Anand Ramasubmaranian, Dan Sass, Hatim Sharif, Johnelle Sparks, Patricia Thompson, Raydel Tullous, Alistair Welchman, Carola Wenk, Bennie Wilson, Mansour El-Kikhia

Absent: Robert Ambrosino (excused), William Cooke, Renee Cowan, Victor Heller, Daniel Jimenez (excused), Zlatko Koinov, Richard Lewis, Alycia Maurer, John Merrifield, Darryl Ohlenbusch, Branco Ponomariov, Hazem Rashed-Ali (excused), Libby Rowe, Misty Sailors, Ted Skekel,

Guests: John Frederick, Kelly Garza, Rebecca Luther, Michael Ryan

Total members present: 36

Total members absent: 15

II. Approval of the February 10, 2011 minutes

The minutes were approved.

III. Reports

A. Chair of the Faculty Senate- Dr. Carola Wenk

Dr. Wenk shared the Faculty Senate website's new features, a link to the Faculty Senate RowdySpace page and RowdySpace logon instructions. She also shared with the senate a RowdySpace feature called Wiki that can be used for online committee meetings. She said the Institutional Review Board (IRB) Committee elected Kim Kline as the chair. Dr. Wenk said that Victor Heller was not on the originally approved IRB committee list and called a vote on his addition. The senate voted unanimously to add Dr. Heller. Dr. Wenk

said the Committee on Course Surveys wanted to add four new members (Richard Harris, Dan Sass, Ram Tripathi, Patricia McGee), she called a vote to include the new members and the senate unanimously voted to add the four new members. Dr. Wenk addressed the senate proposals from the previous meeting. She said the Graduate Certificate in Technology, Entrepreneurship, and Management, the College of Architecture admission policy, and the inclusion of SOC 2023 into Domain V of the Core Curriculum were all approved. She listed the inclusion of one sentence into HOP 2.20, Academic Travel, and new wording for HOP 2.12, Student Evaluations of Teaching, as not approved items from the February meeting. For the December 2010 meeting she listed the teaching evaluation resolution as approved with modifications; overruled by a resolution from the chair's council. For the November 2010 meeting she listed the Merit Eligibility resolution as approved while the Criminal Background check resolution was not approved. She stated that the plus/minus grading system resolution from the May 2010 meeting was approved; however the Merit resolution, Resolution on Performance Improvement Plans (PIPs) not tied to the PPE, Resolution on PIPs tied to the PPE were not approved. Dr. Wenk said the Resolution on the Three-year evaluation of deans from the February 2009 meeting was approved. She listed the Financial Exigency resolution and the Participatory faculty governance resolution from the December 2008 meeting as not approved. Also from the December 2008 meeting, she said the resolution on carrying firearms on campus was approved and the resolution on library and internet access for UTSA retirees was approved, but not put into practice. She said she would make the Faculty Senate Approval Memos available to all senators on RowdySpace. Dr. Wenk said the PPE Faculty Meeting that took place on March 7, 2011 had good participation and vivid conversation with over forty faculty members at the 1604 campus and 12 faculty members at the downtown campus. She said the video recording, audio recording, and the slides on the PPE process were available to all faculty in RowdySpace and gave instructions where to find them. Dr. Wenk gave a brief overview of the PPE slides from that meeting and said they would be available for review.

<http://www.utsa.edu/Senate/fsminutes/03-10-11/Faculty%20Senate%20Meeting%20on%20the%20PPE%20Policy%20Revision.pdf>

B. Secretary of General Faculty- Dr. Amy Jasperson

Dr. Jasperson began by announcing that Dr. Romo had been named CEO of the Year from District Four of the Council for Advancement in Support of Education for his guidance in transforming UTSA from a regional campus to an emerging research institution. Dr. Jasperson said Senate Bill 354 and House Bill 750 regarding guns on campus continue to get a lot of media attention. (She noted the letter from Chancellor Cigarroa on this topic – see Appendix item A.). She also said a bill was introduced allowing for furloughs for state employees. Dr. Jasperson said that the University of North Texas is beginning a voluntary separation program. She said 320 of the 1500 faculty are eligible for this program that includes an incentive of a year's pay. Dr. Jasperson said at the recent meeting of the Texas Council of Faculty Senates two following two resolutions were passed:

RESOLUTION REGARDING HAND GUNS –

WHEREAS, allowing concealed firearms on university campuses threatens our ability to create and maintain a safe, open learning environment for students, faculty and staff,

BE IT RESOLVED THAT the members of Texas Council of Faculty Senates oppose any legislation or initiatives that will overturn the present prohibitions on carrying concealed weapons on university campuses.

RESOLUTION RE BUDGET REDUCTION AND FACULTY WORKLOAD

WHEREAS, the Texas Council of Faculty Senates recognizes the budgetary constraints of the 2011 legislature and current biennium funding period, and WHEREAS, each university and college must respond to said constraints in ways that are appropriate to their institution,

BE IT RESOLVED THAT the Texas Council of Faculty Senates is opposed to the practice of increasing teaching loads for faculty while continuing to maintain the same requirements and expectations for research and service

She also noted the Executive Summary of Remarks from the UT System Regent Chairman Powell which contained three goals for the newly configured Board: the improvement of educational quality, an increase in undergraduate enrollment and the number of degrees conferred, and the reduction of the cost of a baccalaureate degree. He also announced the creation of 2 new Task Forces on Faculty Productivity and Efficiency and on Online Learning (see Appendix item B). In relation to other matters, she announced the dates for spring teaching evaluations are April 4th-April 14th. She said the comments portion of teaching evaluations will not be online this semester. She said faculty should encourage the students to take the survey and let the students know there will be a link to complete the survey on ASAP as well as via reminder emails. In other campus matters, Staff Council is working on a Smoke-Free Campus policy following the model of UT Arlington. Dr. Jaspersen said the Student Government Association sent representatives to Austin to speak about the importance of higher education. She said the SGA is also watching House Bill 33 which deals with textbooks. She announced that the old HSS building is now named McKinney Humanities Building. Further, the UTSA chapter of Phi Kappa Phi has the required number of charter members and is moving forward. She said that David Riker, Assoc VP for Facilities and Pam Bacon, Assoc VP for Administration, gave a presentation to the University Assembly about the construction of the new East parking garage which has just broken ground. The opening date for the completed garage is scheduled to be August 1, 2012. For more info on the East Garage Project and new parking—see the following links:

<http://facilities.utsa.edu/> (The project presentations can be found to the right of the home page under ***Facilities News and Announcements***).

<http://www.utsa.edu/auxiliary/construction.html>

<http://www.utsa.edu/auxiliary/docs/11%20Main%20Campus%20Map%20Spring%202011.pdf>

C. Provost Report-Dr. Frederick

Dr. Frederick said he reached a decision to withdraw the Periodic Performance Evaluation (PPE) policy in the interest of ideas that came from the PPE forum. He said the most important idea was that the annual evaluation should play a more prominent role in constructive development of a faculty member versus waiting six years to evaluate them. Dr. Frederick said he would like to scale back the PPE policy and make it a streamlined policy. He said the policy would take the annual evaluation policy and add to it and possibly create a second policy dealing with Faculty Development Plans (FDP) that would govern the FDP parameters. He asked that the committees expand the number of people to review and work on the policies, including at least one department chair. He wants the policies to be ready by the fall 2011. Dr. Frederick said the annual evaluations should not be about punishment but rather about faculty improvement and that is the direction he would like to go in. He said it should also be about recognition for those who do very well. Dr. Frederick said the Handbook of Operating Procedures has a lot of protections to prevent and to correct any abuses. He said the university is under intense scrutiny to take the evaluations seriously. Dr. Frederick said he met with Tom Coyle to discuss the recommendations that came from the Course Survey Committee. One of the two issues discussed was Summer Teaching Evaluations. He said he believes surveys should be given in the summer for various reasons including the courses are applied to students' degree programs, students pay for the courses, and faculty are paid to teach the courses. The second issue was whether the results of the summer surveys would be counted toward the annual evaluations of faculty. He said the summer semesters are not part of the nine-month contract, but if the faculty accepts that administering them in the summer is a good thing and moral obligation, then the evaluations will only be used to determine future teaching assignments. He said he has already asked Ken Pierce to not upload the summer survey results into FAIR. He said he believes it is important to have student feedback in the summer and it should apply to all faculty, Non-Tenure Track Faculty, Tenure Track Faculty, and Tenured Faculty. Dr. Frederick said financial constraints are no longer an issue for conducting student evaluations in the summer. Dr. Frederick addressed the comments portion of the student evaluations. He said when they are typed, they are available for open records request and when handwritten FERPA provides protection from open records requests. He said faculty should solicit students for their comments at the end of the course with very clear questions directed to the instructor of the course. Dr. Frederick said UTSA adheres to the record retention schedule and keeps a copy of all collected surveys for the required amount of time. He suggested that the packet of comments reside in the department office, kept for the required length of time and then handed over to the faculty member. Dr. Frederick suggested the tenure-track faculty evaluations be kept until they have achieved tenure and for tenured faculty they be kept until the next Periodic Performance Evaluation or Promotion. Dr. Frederick said the questions would not be all the same. He said he does not want to keep all the copies centrally. Dr. Frederick said he could confirm definitively the online evaluations will not have comments on them. Dr. Frederick said he would like to have more contact and communication with the Faculty Senate committee chairs to work on various issues.

D. Academic Policy Requirements Committee- Bennie Wilson

Dr. Wilson said the College of Engineering had joined other colleges in adding more criteria to the college admission policy over and above the admission criteria for the university. He

said the core of the policy is that a student cannot become a major in COE without passing Calculus I with a 'C' or better. There was some discussion about the "Three Calculation Grade Average" in the COE admission policy. The motion to table the COE admission policy was made, seconded and unanimously passed.

E. Academic Freedom and Tenure Committee- Mary McNaughton-Cassill

Dr. McNaughton Cassill said the Academic Freedom and Tenure Committee has been reviewing the Provost's proposed revision to the Periodic Performance Evaluation (PPE) HOP policy. She said the Periodic Performance Evaluation (PPE) policy revision was tabled until a later date. Dr. McNaughton-Cassill said the committee was reviewing the Regent's Rules on PPE because those rules are more positive. She said her committee has also been focusing on how PPEs are triggered. She also stated that the committee tried to be very clear on the breakdown of how much input each person or committee would have on the Faculty Development Plan (FDP) process. She said the committee also wanted to increase the role of the AF&T committee in the FDP process as an appeals committee. She said the Provost decided to table this issue until the fall. Dr. McNaughton-Cassill said the committee put together three committee's possible involvement. She said the AF&T committee would continue to work on the PPE process including the timeline, triggers, and university's existing termination policies. She said the Evaluation, Merit, Reward and Workload Committee would review the Faculty Development Plans (FDP) and the Handbook of Operating Procedures Committee can look at the specific selection of Deans and Department Chairs. She said a policy that is being reviewed is the link between PPE and termination. She said in the Provost's PPE Guidelines a faculty member had to be given a six year plan of productivity and said this is the kind of issue the committee it working on.

F. Committee on Handbook of Operating Procedures- Melvin Laracey

Dr. Laracey said the proposed changes to HOP 2.04, faculty recruitment; would work in a lot of the material that is reflected in the current Faculty Recruitment Manual. He said that his committee received comments about the role of the deans' ultimate authority in the policy. He said the committee decided to pass a resolution to express concern of the deans' authority in HOP 2.04.

"The Faculty Senate is concerned that, under the current version of HOP 2.04, the proposed revisions to it, and the current Faculty Recruitment Manual, there is the potential for the expertise of faculty being disregarded without good reason by chairs and deans at various stages in the hiring process, including the designation of hiring priorities, search committee composition, designation of finalists, and the ultimate hiring decision. The Senate recommends that the Provost work with the Faculty Senate to address this issue in an appropriate future revision to HOP 2.04 and any related materials including the Faculty Recruitment Manual."

A motion was made, seconded and the resolution was passed by majority vote.

G. Nominating, Elections, and Procedures Committee- Diane Abdo

Dr. Abdo said the committee worked very hard on the revision of the Faculty Senate Bylaws. She said she would like to receive feedback on the changes to take back to the committee within two weeks. She said the committee would like to take a vote on the bylaws in the April meeting. Dr. Abdo said the substantive changes were included in the document in a side-by-side comparison.

IV. Unfinished Business

A. Resolution on Concealed Firearms on Campus

Dr. Wenk read the UTSA Faculty Senate resolution for Firearms on Campus. It was explained that the resolution was an expression of a sentiment and the faculty is not lobbying on this issue.

“The UTSA Faculty Senate believes that carrying firearms on university campuses by anyone other than law enforcement officers is detrimental to the safety and security of the students, faculty and staff.”

The vote was called and the resolution passed by majority vote.

V. New Business

- A. The issue of the change of health insurance for graduate students as of Fall 2011 was raised. It was noted that the notification email was not sent to faculty but only to deans and department chairs. The issue will be brought up to the Graduate Council to get further information.

VI. Open Forum

There was no discussion.

VII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:23 pm.

A. [Chancellor Cigarroa's Letter on Concealed Handguns on Campuses](#)

B. [Executive Summary of Remarks-Regent Gene Powell](#)