

# THE UNIVERSITY OF TEXAS AT SAN ANTONIO

## DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY

### SUMMARY MINUTES OF THE FACULTY SENATE MEETING of October 14, 2010

The regular monthly meeting of the Faculty Senate for the 2010-2011 academic year was held October 14, 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, Yoris Au, Manuel Berriozabal, Mark Brill, William Cooke, Karen Daas, Beth Durodoye, Carol Dyas, Mansour El-Kikhia, MareyEllen Garcia, Rhonda Gonzales, Robert Hard, Judith Haschenburger, Victor Heller, Amy Jasperson, Palani-Rajan Kadapakkam, Zlatko Koinov, Donald Kurtz, Josephine Mendez-Negrete, Melvin Laracey, Richard Lewis, Randy Manteufel, John McCray, Mary McNaughton-Cassill, John Merrifield, Elizabeth Murakami-Ramalho, Annette Portillo, Daniel Sass, Misty Sailors, Hatim Sharif, Macneil Shonle (for Daniel Jimenez), Ted Skekel, Johnelle Sparks, Raydel Tullous, Carola Wenk, Bennie Wilson, Patricia Thompson

Absent: Sos Agaian, Robert Ambrosino, Ron Binks, Garry Cole, Lars Hansen, Kimberly Kline, Alycia Maurer, Jolyn Mikow, J. Mitchell Miller, Darryl Ohlenbusch, Branco Ponomariov, Anand Ramasubmaranian, Hazem Rashed-Ali, Alistair Welchman

Guests: Lynn Bishop, Janis Bush, John Frederick, Kelly Garza, Rebecca Luther, Nancy Martin, Terry Wilson

Total members present: 37

Total members absent: 13

#### II. Approval of the September 9, 2010 minutes.

A change to the attendance record was proposed and with that one change the minutes were approved.

#### III. Reports

##### A. Provost- Dr. John Frederick

Dr. Frederick said that Texas has been relatively well off in regards to the recession but now Texas is looking at an eighteen to twenty-one billion dollar deficit and that Higher Education was high on the “chopping block” for budget cuts. He said the original five percent budget cut will be permanent, but the university will be able to handle this cut. Dr. Frederick said the legislature will

almost certainly ask for another five percent budget cut. UTSA will be able to cover this cut by the increase in undergraduate and graduate enrollment and their accompanying fees. If the budget cuts go above ten percent, he is not sure where the money will come from. He stated that he wanted to maintain summer classes but is not sure if as much can be spent in the upcoming summer as was spent in the previous year. He will call on the Faculty Senate and the Budget Committee for help. He said the university has an administrative cost containment committee that has been looking into various ways to cut costs. The provost said that there is a limit to how much we can save. He said what really matters are salaries which make up 75-85% of the total budget.

In the coming year, there will be a review of our facilities and administrative (F&A) rate for grants. He is hoping to negotiate a higher rate since we have added new buildings. The university will be conducting an audit of space usage to use it most effectively. He stated that he would like the government to pay the full share of the administrative cost of sponsored programs.

Senators raised the issue of programs and classes having been cut to save money. He said that these decisions have been made by the colleges, but program cuts could happen in the future.

He mentioned that course fees are not being spent but set aside as a “rainy day fund” in many departments. The regents are not happy about this because the fees are not being spent on the students. This could mean future fees may be denied approval. He urged departments to spend the course fees in order to benefit students taking these courses.

He mentioned an initiative on integrating new faculty hires early upon arrival to campus, which includes enabling new faculty to get parking permits and IDs sooner. Dr. Frederick mentioned the task force on freshman year academic experience. Finally, he noted that it may be useful to begin a dialog about academic standards and how different grades are used across the university. He suggested open forums or internet discussion boards to discuss this issue. He said he would provide data to the faculty senate about grade distributions.

B. Faculty Senate Chair- Dr. Carola Wenk named the new senate committee chairs. The new committee chairs are: Mary McNaughton-Cassill – Academic Freedom and Tenure Committee; Bennie Wilson – Academic Policy and Requirements committee; Bob Hard – Budget Committee; Amy Jasperson – Evaluations, Merit, Rewards, and Workload Committee; Diane Abdo – Nominating, Elections, and Procedures Committee; Mel Laracey – HOP Committee; and Raydel Tullous – Curriculum Committee. Dr. Wenk went over the resolutions of the May meeting: The Evaluations, Merit, Rewards and workload committee is working on a more detailed merit recommendation, the Provost is working on a new PIP draft of guidelines while taking the Faculty Senate’s resolutions into consideration and he plans on

revising the PPE policy. She also discussed the proposals from the September meeting: The new admission policy for Biology was approved and is available online in the undergraduate catalog. The new revised proposal for the BA in General Studies will be discussed in a future meeting. Dr. Wenk mentioned that the last Faculty Senate meeting was covered in the Paisano newspaper as well as the Provost's Blog. Dr. Wenk reported on the meeting of the Strategic Resource Planning Council (<http://www.utsa.edu/financialaffairs/Budget/usrpc/>) including graduation rates, enrollment management, legislative appropriations request, and administrative cost ratios. Dr. Wenk went over the process for HOP Changes. She said there are two kinds of changes, substantial and non-substantial. Any changes affecting faculty will be presented to the senate for review. The substantial changes will be reviewed in more detail by the Senate HOP Committee.

C. Secretary of the General Faculty- Dr. Amy Jasperson spoke about record enrollments, record growth in graduate programs, and record applications for the Honors college and record applications overall. Dr. Jasperson also stated that there would not be a merit increase this year but instead a one-time bonus in December. She said that in the next several years the university will be dealing with the consequences of the next legislative session. The budget deficit estimates given are getting closer to the high end estimate. The university has nine faculty retiring and twenty-seven new hires. She said that there have been discussions at UT campuses of offering incentives to encourage more retirements. UTSA students are working on getting authorization for alcohol at Chili's on campus and on making UTSA an early voting site in UC III. She also mentioned a new student fee was created for a Green Fund which is related to sustainability on campus. The students are also working on getting bike paths on campus. In regards to emergency preparedness, she gave 458-4911 as the best way to contact the police in case of emergency as campus police has no ability to receive texts; Emergency Preparedness will look into it. She said the police feel the voice interaction is very important to get details from the caller. The SYSFAC information she mentioned was the Financial Exigency Policy that needs to be reviewed by the HOP committee and make sure the UTSA policy reflects ideas in the model policy that would be important to the campus. The second issue was the Criminal Background Check policy which will be coming shortly from the system and the senate will have to work on it. The main issue was to limit background checks for existing employees to criminal convictions as opposed to charges. She mentioned possible legislative session items, including redistricting, the gun bill, voter ID, and sunset bills. She also said that employees of UTSA cannot lobby the legislature but any faculty member can contact his/her elected officials as individual citizens, as long as they do not use university equipment or do it on university time. She also mentioned the possibility of a Faculty Regent. At present there is a Student Regent.

D. University Curriculum Committee – Dr. Raydel Tullous said the committee met and had a quorum. She began with the Bachelor of Business Administration in Sport, Event and Tourism Management. The committee found it to be very reasonable with no new faculty being requested and the courses currently being taught. The

committee unanimously approved it. The degree would be housed in the Marketing Department. The degree was unanimously passed by the Faculty Senate. The second issue the committee met about was the addition of core courses to the undergraduate curriculum. Dr. Tullous raised the question if more core courses should be added before the current courses have been reviewed and deemed appropriate. It was stated that the wording of the domains came from Austin and cannot be changed at the university level; however there is flexibility in the courses chosen per domain. Dr. Nancy Martin commented that the Coordinating Board is looking at this issue, some domains are legislative but it may be reconfigured. She also mentioned they are planning a course by course audit next year; however the domains will not change. She also stated that she is working on the 2012-2014 catalog. VOTE: ARC 1513 moved, seconded and was unanimously approved. ART 1103 had a few issues that needed to be corrected so it was sent back to the department, no vote taken. EDP 2113-the committee did not believe this course met the domain goals. The committee did not recommend this course for approval and there was no vote on this course.

E. Committee on Handbook of Operating Procedures- Dr. Melvin Laracey stated that the proposed revisions to HOP policies 2.12, 2.18, 2.32, 5.02-5.04 were reviewed by the committee as non-substantive changes and 9.45, 2.43 as substantive changes. A few questions were raised about policy 2.12, the Faculty Senate approved the survey model but not necessarily the individual survey items and a proposed revised sentence will be sent to Dr. Wenk and Dr. Laracey to clarify language. Another question was raised about requesting surveys during summer; it was not clear who would be the requestor of the survey. Dr. Laracey stated that there were five substantive changes to the HOP. He asked the faculty to give special consideration to policy 10.02 Misconduct in Research or in other Scholarly Activities, it is nineteen pages long and available on RowdySpace for review by senators.

F. Academic Freedom and Tenure Committee – Dr. Mary McNaughton- Cassill stated that the first committee meeting would be held the following week. The committee is currently working on a policy on the review process for PIPs and PPEs.

G. Academic Policy and Requirements Committee- Bennie Wilson asked for senators to email him with any items they would like the committee to consider. A few things already under consideration are the differing eligibilities of declaring a major, the nature of ‘D’ grades, should a minimum of ‘C’ be the required grade in a prerequisite course, and also the issue of the university accepting ‘D’ grades from transfer students.

H. Budget Committee – Robert Hard said the committee met and divided into five sub-committees with the goal to gather information on the budget as we face the upcoming shortfalls and evaluate the financial health of the university. The committee will provide support to Dr. Jaspersen on the analysis of faculty salaries. The committee is also collecting information about merit increases at the other UT

components. Dr. Hard stated that the committee is working on tracking the legislative request and understanding that process.

I. Evaluations, Merit, Rewards, and Workload Committee – Dr. Amy Jasperson said the committee passed a resolution in May 2010 and will be meeting next week. An annual performance evaluation for merit consideration should not use individual values in each category of teaching, research and service over each of two years, because it is more punitive than in the past when it was an average of these values. The committee will consider the Provost’s wording and will report at the next meeting. The committee is also working on recommendations addressing the new online teaching evaluations and a review of workload policies in all colleges.

J. Nominating, Elections, and Procedures Committee – Diane Abdo stated that the committee will be concentrating on the Faculty Senate bylaws. She said the committee will be meeting in the next couple of weeks and will try to align the bylaws with the reality of what the Faculty Senate does. She asked for feedback on the bylaws.

#### IV. New Business

A. Expectations of Senators – Dr. Wenk asked the Senate if a document can be worked on outlining what roles senators play. Such a document would be helpful for future senators. A sample document from the College of Liberal and Fine Arts was distributed as an example. The Senate decided to give this document to The Nominating, Elections, and Procedures Committee to work on.

B. Faculty and Staff Meal Plans – Jane Wilcox explained to the senate that two meal plans are available to faculty and staff. The meal plans are redeemable at any food establishments on campus except for Starbucks. The \$250 plan comes with an extra \$30, a refillable travel mug, \$.99 refills campus wide (except Starbucks), and a reusable plastic container. The meal plans are also available at the Downtown Campus. Ms. Wilcox also mentioned that a new Starbucks location will be opening in the JPL in November of 2010.

#### VI. Open Forum

- Why are there no pedestrian entry ways to the campus on UTSA Boulevard?
- Does the Science Building have ADA access?
- More information about early retirement incentives requested.

These items will be added to the University Assembly Agenda

#### VII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:35 pm.