UTSA

Faculty Senate
Feb 21, 2013

Rebekah E. Smith, Ph.D.

Associate Professor of Psychology

Chair of the Faculty Senate

Minutes

- Approval of minutes

The GRIP Meeting Structure

- Cross campus team meetings changed to once per month
- Thematic Team meetings bi-weekly

GRIP Thematic Teams

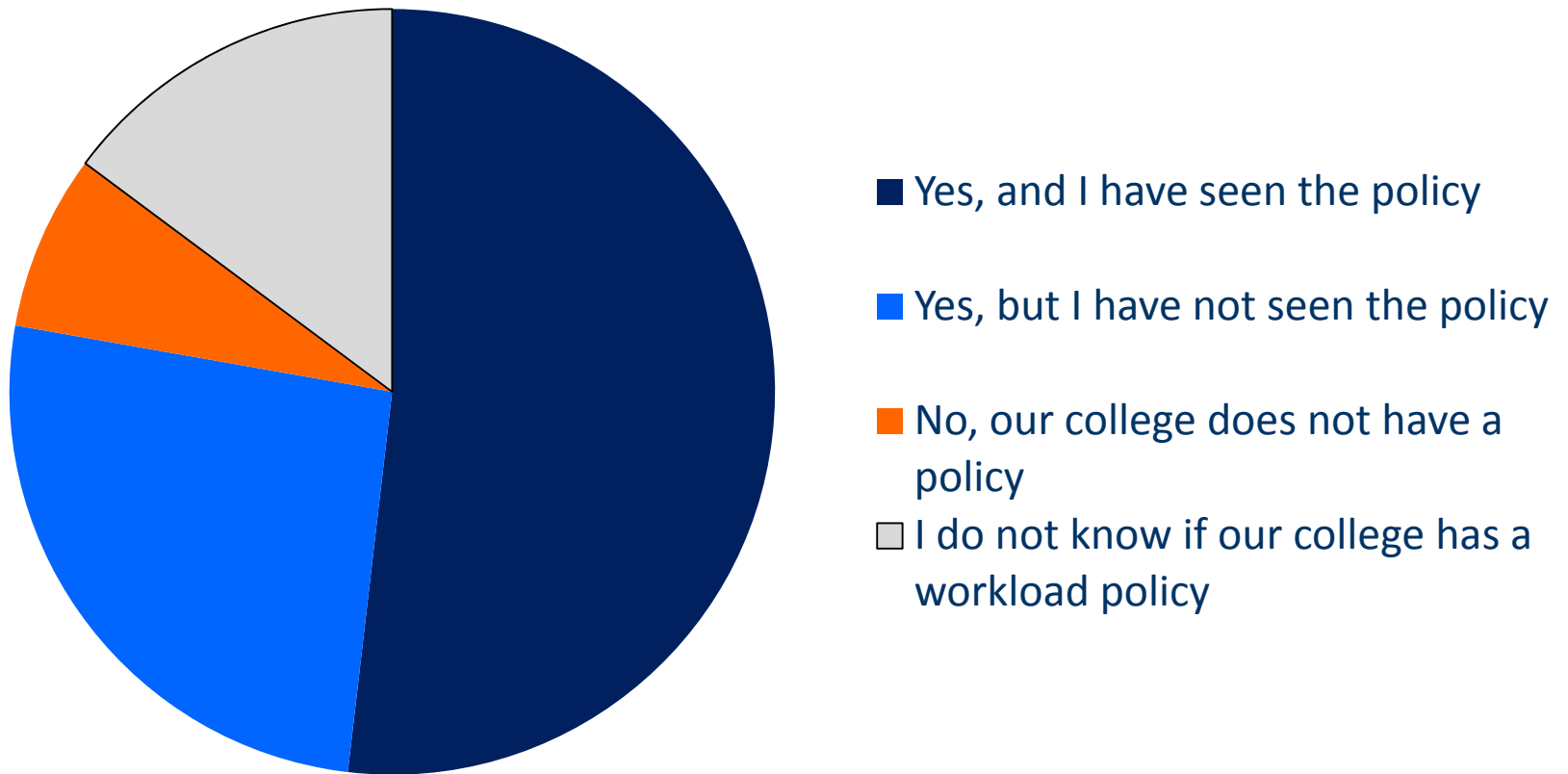| GRIP Thematic Teams		Team 3 - Curricula and Academic Planning
Team 1 - Enrollment Management	**Team 2 - Transition and Advising**	**Team 3 - Curricula and Academic Planning**
Deans: Mauli Agrawal, Rich Diem, Dorothy Flannagan, John Murphy	Deans: Krisellen Maloney, Betty Merchant, Larry Williams	Deans: Dan Gelo, Dan Hollas, George Perry, Rogelio Saenz
Admissions - George Norton	University College - Larry Williams	Streamlining (pre-req) - Bridget Drinka/Edwin Barea-Rodriguez
Top Scholar - Lisa Firmin	Freshman Focus - Nancy Martin	TRC (tutoring, SI) - Margaret Floyd (delegate for Leticia Duncan)
Prep of HS Student - Rachel Ruiz	Orientation - George Norton	Online Resources - Cynthia McCowen (delegate for Leticia Duncan)
Fresh/Soph Incentives - Lisa Blazer	Advising - Barbara Smith	MDS - Gabe Acevedo
Finish in Four - Kristi Meyer	Bridging Programs - Leticia Duncan (transferred from Rachel Ruiz)	4-year degree plans - Ken Pierce
On-campus employment - Audrey Magnuson	Early alert system - Ken Pierce	Advising - Barbara Smith
Four-Yr Completion Marketing - Rebecca Luther	Online degree audit - Ken Pierce	Course Availability - Joe DeCristoforo
	4-year degree plans - Ken Pierce	Alternative Course Delivery - Sunay Palsole
	Observer - Jamie Trevino	Summer School - Larry Williams
		Challenge and CLEP - Joleen Gould
		Waitlist - Ken Pierce

Survey of Senators

- Informal survey at Jan 31 Senate meeting
- N = 27 or 28 depending on question
- Topics
  - HOP 2.11 Annual Review
    - Workload agreements and college workload policy
  - GRIP
    - Grade distributions
    - Curriculum streamlining
    - Use of online grade book in Learn

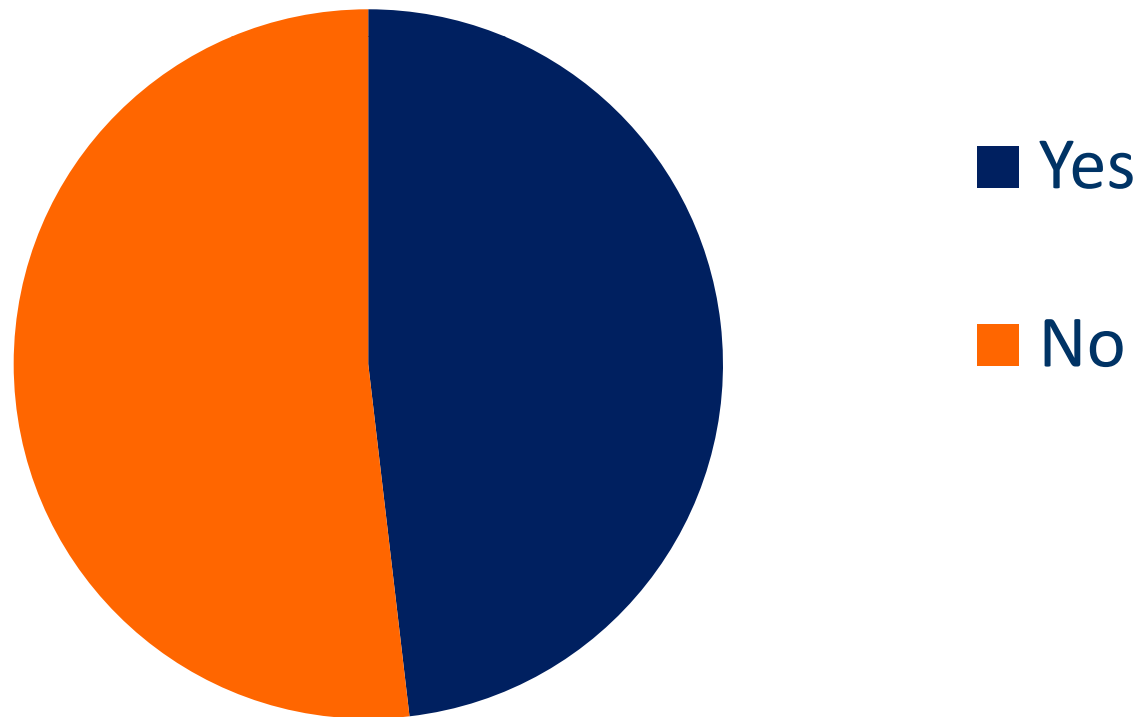# Survey Results:
Does your college have a workload policy?

- 78% aware of policy
  - but only 52% of responders had seen the policy

Legend:
- Yes, and I have seen the policy
- Yes, but I have not seen the policy
- No, our college does not have a policy
- I do not know if our college has a workload policy

Survey Results:
Do you currently had a signed workload agreement in place for 2013?

- About half have a signed agreement

■ Yes

■ No

Survey Results:
Workload Agreements

- NTTs should also be aware of their workload distribution. From Hop 2.50 (still under review by OGC):
    - The standard distribution of workload responsibilities is as follows:
        - Full-Time Lecturer, Senior Lecturer, or Distinguished Senior Lecturer: 80% teaching, 0% research, and 20% service.
        - Professors in Practice: 80%, teaching, 0% research, and 20% service
        - Professors of Research: 0% teaching, 97.5% research. 2.5% service
    - Under certain circumstances, and with the chair or program director's and dean's approval, a different distribution may be assigned. **Responsibilities are noted in the appointment contract and, where required by college policy, in an annual workload agreement.**
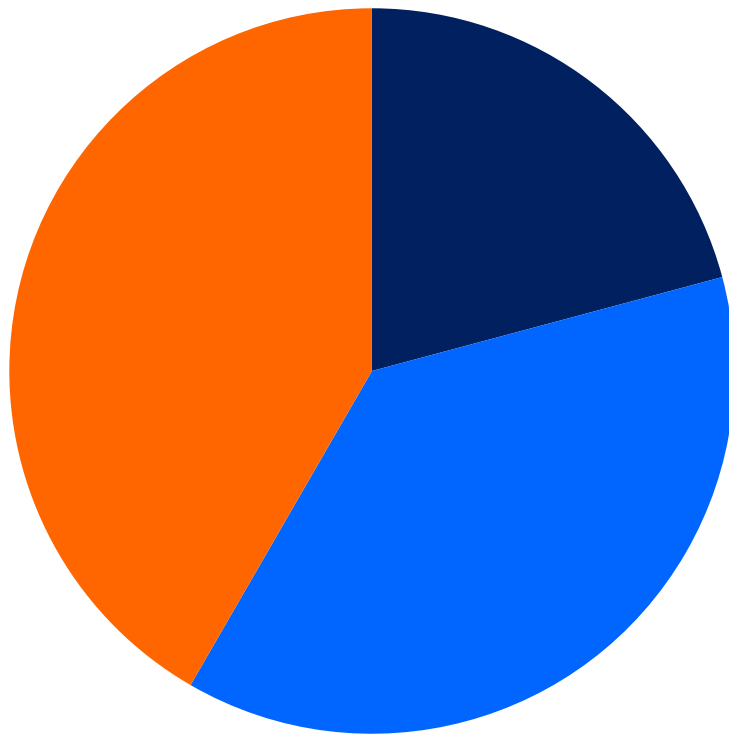
Workload in Digital Measures

- Not yet entered for all faculty
  - To be entered by chairs
  - Working with vendor on customizing this section

- Once this is complete, faculty will need to verify that correct information has been entered
  - Faculty will be notified

Survey Results: Curriculum Streamlining
(for departments with undergraduate degrees)

- ## 42% not initiated process or faculty not aware
  - ### Faculty should be involved in process

■ Yes, we have completed an evaluation and redesign process

■ Yes, we have an evaluation and redesign in process

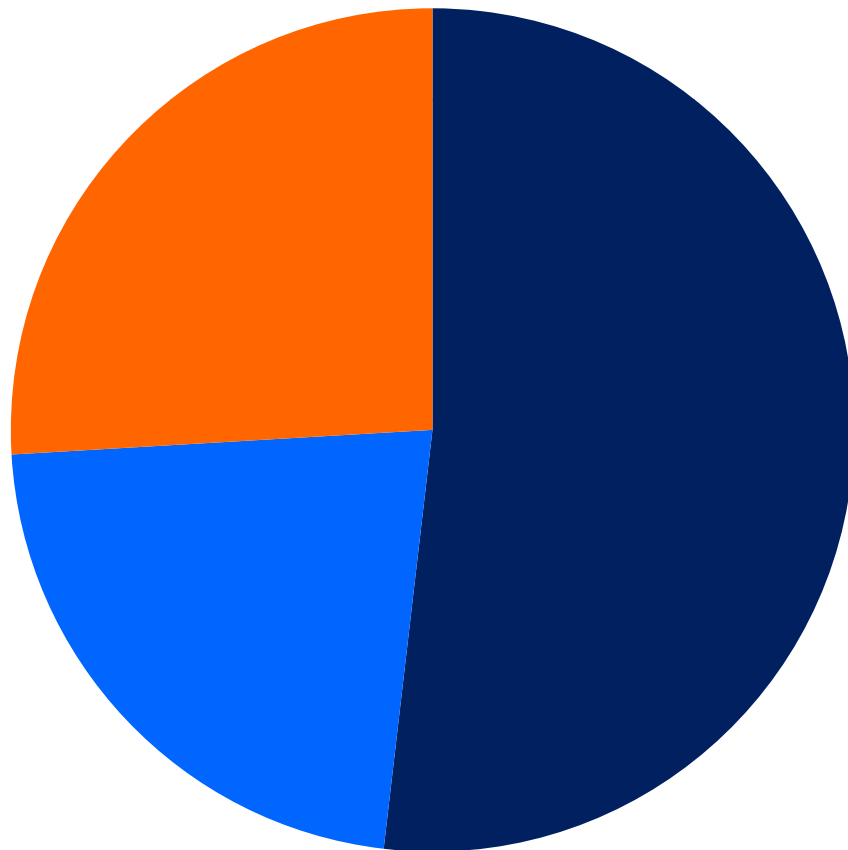■ No, as far as I know or department has not intiated this process

Survey Results:
Grade distribution

- 60% reported that their department had expectations about grade distributions, either formal or informal

- 44% said taken into account for promotion and tenure

- GRIP relevance:

  – Maintain rigor, but focus should be on "facilitation of student success" more than on role as "gatekeepers"

Survey Results: Online grade book

- All but 26% have experience, but only about half are currently using.
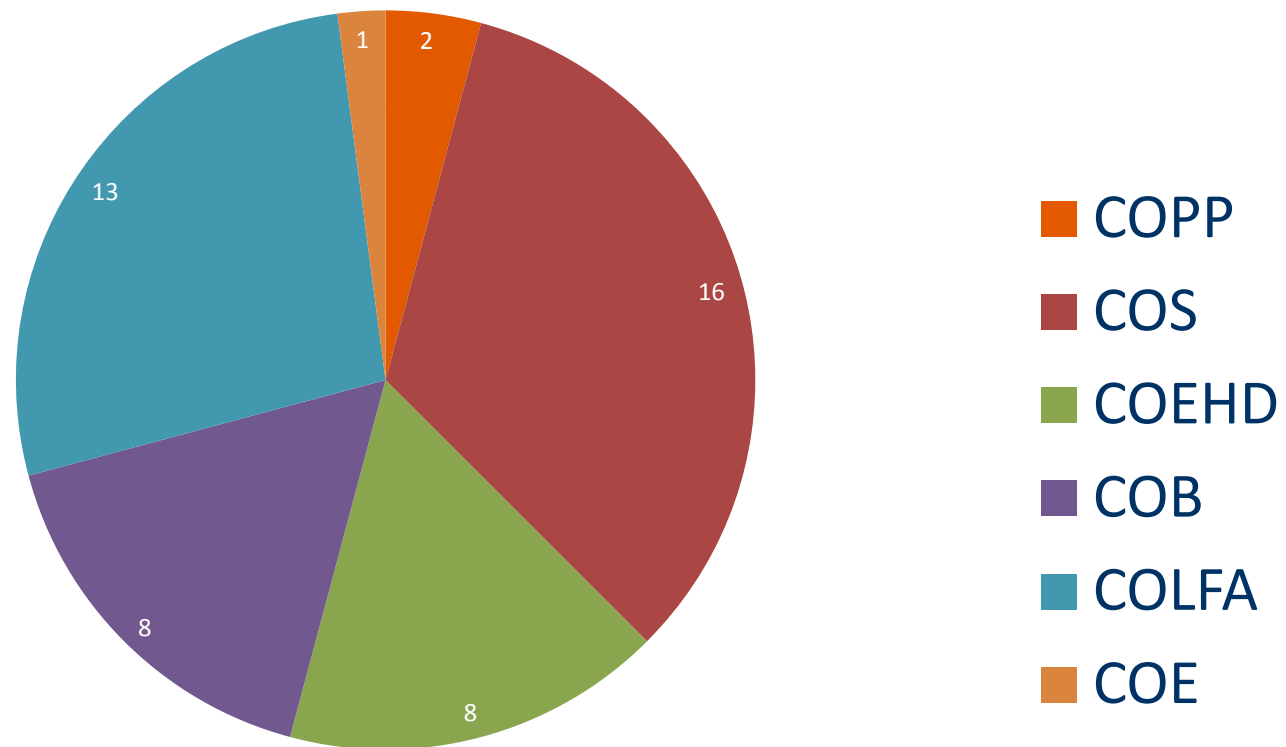

- Yes, I currently use grade book in Learn
- I have previously, but am not currently using grade book in Learn
- I have never used grade book in online course management tool

Learn

- Report on selection process posted online
  - Substantial faculty involvement

Selection of Learn

- 48 faculty (TT/T and NTT) from 30 departments

Learn

- Two meetings with Sunay Palsole, Asst. Vice Provost & Director of Educational Technology
  - Conveyed faculty concerns
  - Executive Committee requested establishment of FAQ database

Learn FAQ Database Development

- **Through the end of Spring 2013 semester**
- *Requests for help with Blackboard features*
  - E.g., How to hide columns in the Gradebook?
  - Email oitconnect@utsa.edu with subject line **Blackboard FAQ**
  - OIT connect will direct email to the appropriate experts for help on a continuous basis.
  - Experts will provide answer to the faculty member and also generate a FAQ entry.

Blackboard Technical Issues

- Question for technical issues should be sent to oit using a different subject line describing specific problem
  - E.g. assistance with browser or java not enabled
- If you do not know whether your question is technical or about features, make you best guess
  - All help requests will receive a reply

Learn FAQ Database Development

- Through the end of Spring 2013 semester, send email requests for help with Blackboard Learn Features to:
  - oitconnect@utsa.edu
  - Subject line: **Blackboard FAQ**

Policy Development:
Peer Observation of Teaching

- SYSFAC Committee on Academic Freedom and Faculty Quality
  - In Sept discussed report from working group on peer observation

- Appears to be move towards peer observation of teaching

Policy Development:
Peer Observation of Teaching

- Senate Ad Hoc Committee on Peer Observation of Teaching
  - Donovan Fogt, Chair of Senate HOP Committee
  - Richard Lewis, Senate Executive Committee
  - Mary McNaughton-Cassill, Co-Chair of Instructional Advisory Board of the UTSA Distinguished Teaching Academy
  - Misty Sailors, Secretary of the General Faculty
  - Dan Sass, Chair of Senate Committee Course Surveys
  - Johnelle Sparks, Chair of Senate Committee on Academic Freedom and tenure
- *Initial report and recommendations anticipated for April meeting of the Senate*

Policy Development:
HOP 2.XX - Rehire of TT as NTT

- Assigned to Academic Freedom and Tenure Committee
  - Report to Senate in March meeting

Chair's Council

- Margaret Floyd, Director - Supplement Instruction
- Jennifer Rames, Associate Director -Service Learning
  - www.utsa.edu/ice/sl
  - Service Learning Symposium April 3, 2:00-4:00
- Pamela Pulido, Campus Manager, Kaplan Test Prep and Admissions
  - new MCAT format
  - can present to your department

Student Government Association

- Elections on ASAP March 5th and 6th
- Day at the Capitol, Feb 28th
  - http://utsa.edu/capitol/

Bylaws

- Reminder to vote electronically
- March 1 – call for votes
- **Please vote by March 6**