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**UTSA** The University of Texas at San Antonio™  
**FACULTY SENATE**

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Rebekah E. Smith, Ph.D.  
Associate Professor of Psychology  
Chair of the Faculty Senate  
September 12, 2013

# Minutes

- Approval of minutes

# Senator Responsibilities

- Attend meetings or send a substitute from your department
- Convey information to faculty – see bylaws
  - Preferable that you convey Senate information directly to your faculty
    - Recommend that you create an outlook contact list or ask that department staff send you the contact list
- Participate fully in committee activities

# Committee Chairs

- Academic Freedom and Tenure
  - **Johnelle Sparks and Debbie Menger**
- Academic Policy and Requirements - **Bennie Wilson**
- Budget -**Natasha Burns**
- Handbook of Operating Procedures - **Bob Hard**
- Evaluations, Merit, Rewards, and Workload Committee
  - **Richard Harris**
- Nominating, Elections, and Procedures - **Karen Daas**
- Research - **Misty Sailors**
- Curriculum - **Lydia Martinez-Rivera**

# Policy Process

- **Policy developed by responsible area** (e.g., VPAA, VPR, VPBA, etc.)
  - Sometimes pre-stakeholder input from Senate
- **Sent to University HOP committee**
  - Designation of substantive or non-substantive change
  - Identification of stakeholders
- **Stakeholder review** – typically 60 days
- **Legal Affairs**
- **President**
- **OGC**
- **Posting to web page**

# Stakeholder Review

- No policies currently in stakeholder review period
- When an email comes out with policy for stakeholder review, please send to members of your department for feedback

# Pre-Stakeholder input

- Summer 2013 – OIT - Jim Dykes and Glenn Dietrich
- Hop 1.34 – Visiting Scholars
  - Research Committee, report Nov 7

# Policies Posted Over Summer

- 2.09 External Joint Appointments
- 2.11 Annual Faculty Performance Evaluation for Merit Consideration
- 2.22 Comprehensive Periodic Evaluation of Tenured Faculty
- 2.40 Administrative Grade Change
- 2.50 Nontenure-Track Faculty Recruitment, Evaluation, and Promotion Processes
- 4.06 Employee Discount Program
- 4.17 Contact with the Office of General Counsel
- 4.27 State Compensatory Time
- 4.28 Assignments to UTSA Campuses and Associated Locations
- 4.29 Hours of Work for Staff (Non-Faculty) Employees
- 5.06 On-Campus Interviewing of UTSA Students for Purposes of Employment
- 9.02 Persons with Disabilities
- 9.11 Reproduction of Copyrighted Materials
- 9.36 Tobacco Free and Smoke Free Campus

# Conflict of Interest/Commitment

- Implementation date
  - Originally May 1
  - Delayed to Sept 1
  - Delayed again, no date announced
- Senate provided input throughout spring
  - many of our concerns were included in letter from President Romo to Chancellor in May

# Chair's Council

- Current Co-chairs
  - Edwin Barea-Rodriguez, Biology
  - Norma Guerra, Educational Psychology
- September meeting – chair's only
- Next meeting Oct 9

# Core and QLP

- **Assessment: Core curriculum and QLP can be combined**
  - If an assessment is used to comply with core curriculum reporting, it may be use to satisfy Q-course requirements as long as the data are provided at the item level and tagged with QLP defined SLOs.
  - <http://qlp.utsa.edu/images/uploads/QLP-2013CFP-Guidelines-121120.pdf>
  - **Questions? Contact**
    - Dr. Raj Boppana, QLP Project Director
    - Dr. Nancy Martin, Associate Vice-Provost for Core Curriculum and QEP

# System Guidelines on Student Evaluation and Peer Observation

- Student Evaluations
  - In April, 2013, the Senate approved changes to add the five questions to student surveys
- Peer Observation
  - Required for P&T Fall 2014

# VPR

- Mauli Agrawal Interim VPR

# IRB

- External review in June
  - Donovan Fogt and Misty Sailors
- IRB Advisory Task Force
  - **David Silvera**: Current Chair of the IRB
  - **Rebekah Smith**: Chair of the Faculty Senate
  - **Misty Sailors**: Vice Chair of the President's Research Advisory Board
  - **Amaury Nora**: Representing the Associate Deans of Research
  - **William Cooke**: Faculty representative from COEHD
  - **Jill Fleuriet**: Faculty representative from COLFA

# GRIP

- Retreat in June, additional meetings over summer
- Restructuring of advising
- Early alert
- Recommended changes to procedures in catalog
  - APR committee report Oct 10

# Bylaws

- Elections of officers and committees in May
  - Changed Article VIII, Need to update Article III. Section 5.:  
“The election of the other officers will be held at the first regular meeting of the Faculty Senate of each academic year.”
  - Review for any other changes
- Consider whether bylaws should include requirements for other Senate approved panels
  - HOP 2.36, HOP 10.02, RAB
  - Specify this is not the same as serving on Senate committee
- **NEP committee report Nov 7**
  - Notice of bylaw changes emailed by Oct 7

# Meeting Start Time

- T/Th Classes now run 2:30 to 3:45 and 4:00 to 5:15
- Senate meeting 3:30-5:00 overlaps with two class scheduling times rather than one
  - Is this a problem? Do we need to consider a change in Senate meeting time?

# Other Issues

- Committee chairs
  - Reminder to use PowerPoint or large font for presentations
- Bookstore

# State of the University Address

- Tuesday, Sept 24, 3:00
- UC Ballroom