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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  
October 10, 2013

# Minutes

- Welcome guests
- Approval of minutes

# Peer Observation

- Senate drafted policy last spring, used as basis for UTSA Guidelines posted with this report
- SYSFAC Academic Affairs and Faculty Quality committee drafting model policy
- Peer observation required for P&T cases in Fall 2014

# Travel Requirements

- FAQ web page:
  - <http://utsa.edu/financialaffairs/dts/travelagencyfaq.html>
- Requirement for use of approved travel agencies applies only for reimbursed travel.
  - If not being reimbursed for all expenses can apply funds to hotel, registration, and/or per diem.
  - Not required to use limited funds for airfare.
  - If university or grant funds are to be used for airfare, must use approved procedures for booking airfare.

# Chair's Council – Oct 9

- GRIP update
  - Prerequisites
  - Courses not offered recently
- Competency testing
- QEP Survey
- Peer Observation

# Replacement Positions

- Vice-chair
  - Call for nominations including self-nominations
  - Election in November meeting

# Bylaws

- NEP committee
  - Address question of replacement of officers when term cannot be completed
  - Address definition of “body of the Senate”
  - Address possible term limits for chair
  - **Present recommendations to Senate Nov 7 for vote December 12.**

# EARN (Early Alert)

- [http://one.utsa.edu/sites/oit/pmo/Pages/Early\\_Alert\\_System.aspx](http://one.utsa.edu/sites/oit/pmo/Pages/Early_Alert_System.aspx)
- Pilot testing:
  - Clyde Phelix
  - Libby Rowe
  - Rebekah Smith
  - Misty Sailors
  - Vaidya Gundlupet
  - Lydia Martinez Rivera



# Midterm Grades from Learn to ASAP

- Can enter directly into ASAP
- Can have automatic transfer from Learn
  - See handout
  - Must have “total” column set to letter grade
  - Be sure to configure grading scheme for your grading scheme if different from default.

# COIA

- <http://blogs.comm.psu.edu/thecoia/>
- “The Coalition on Intercollegiate Athletics (COIA; the Coalition) is an alliance of faculty senates from NCAA Football Bowl Subdivision (FBS) schools. COIA’s mission is to provide a national faculty voice on intercollegiate sports issues.”
- Send feedback to **Clyde Phelix**, member of UTSA Athletics Council, by **October 24**

# Other Issues

- Bookstore
  - Send information on specific issues to Jim Dykes