

**THE UNIVERSITY OF TEXAS AT SAN ANTONIO**  
**DOCUMENTS AND PROCEEDINGS OF THE GENERAL FACULTY**

**SUMMARY MINUTES OF THE  
FACULTY SENATE MEETING  
of November 6, 2014**

The regular monthly meeting of the Faculty Senate for the 2014-2015 academic year was held November 6, 2014, at 3:30 p.m. in the Assembly Room (JPL 4.04.22) with Dr. Karen Daas, Chair of the Faculty Senate, presiding.

**I. Call to order and taking of attendance**

Present: Diane Abdo, David Akopian, Karan Bhanot, Emily Bonner, Fengxin Chen, Karen Daas, Samer Dessouky, Jim Dykes, Martha Fasci, Yongli Gao, Edgar Ghossoub, Mark Giles, Vaidya Gundlupet, Robert Hard, Richard Harris, Chad Mahood, Randall Manteufel, Patricia McGee, Ashok Nedungadi, Wing Chung Ng, Antonio Petrov, Clyde Phelix, Lloyd Potter, Anand Ramasubramanian, Libby Rowe, Elaine Sanders, Dan Sass, Rebekah Smith, Melissa Wallace, Alistair Welchman, John Zhang

Absent: Robert Ambrosino, Armando Arciniega, Rajesh Bhargave (excused), Pepe Chang (excused), Anthony Chronopoulos, James Dawes, Glenn Dietrich, Suat Gunhan (excused), Jill Hernandez (excused), Harry Jarrett, Richard Lewis, Marian Martinello (excused), Debbie Menger (excused), Joycelyn Moody (excused), Michael Moyer, John Nix (excused), Chris Packham (excused), Branco Ponomariov, Teresa Sellers, Howard Smith (excused), Rob Tillyer (excused), Bennie Wilson (excused)

Guests: Tom Cannon, Kimberly Fonzo (for Joycelyn Moody), John Frederick, Sarah Leach, Margarita Machado-Casas (for Howard Smith)

Total members present: 31

Total members absent: 22

**II. Approval of the October 9, 2014 meeting minutes**

The minutes were approved.

**III. Reports**

**A. Chair of the Faculty Senate – Karen Daas**

Dr. Daas followed up on some questions that were asked at the last senate meeting. She said that midterm grades must be posted for all undergraduate courses only, and that faculty are encouraged to use the ASAP/Learn transfer option, but it is not mandatory.

She said that the senate's concerns regarding the Peer Observation of Teaching Policy have been passed on to Dr. Zapata and Dr. Frederick and the policy has been significantly revised. The policy currently only applies to those undergoing a Third Year Review, Promotion and Tenure Review, or CPE Review. Dr. Daas said that the policy will likely be re-named "Peer Evaluation of Teaching" and that going forward, both the observer's report and respondent's report will be included in their file. There will be a vote on this policy at the senate's next meeting.

Dr. Daas said that Jill Hernandez is heading up the committee working on a Faculty Creed and more information will be forthcoming.

Dr. Daas said that there are 3 policies currently out for review:

- HOP 8.19 Server Administration
- HOP 8.20 Information Resources User
- HOP 8.21 Application Administrator

She encouraged faculty to review each policy, especially HOP 8.20 concerning encryption. These policies will be voted on at the December senate meeting.

The search for a Vice President for Business Affairs is ongoing and the search committee will be meeting December 11<sup>th</sup> to select the applicants to move forward with interviews. Dr. Daas reminded the senate of the upcoming construction to UTSA Boulevard in January. In addition, she said there would be a report on the GRIP and Department Chair meetings at the next senate meeting.

B. Secretary of the General Faculty – Jill Hernandez

There was no report.

C. Provost's Report – John Frederick

Rather than present a more structured report, Dr. Frederick asked the senate what questions they have and said that he will address those issues.

- Promotion and Tenure salary increase has been steady at the same rate for quite a number of years. Is that likely to change? Dr. Frederick said he is open to looking at adjustments in the base salary increase (for example, perhaps using a percentage of each faculty member's salary to determine their amount of increase for promotion).
- A question was asked regarding faculty's inability to grade masters students each semester (to help the students stay on track). Dr. Frederick encouraged this inquiry to be directed to the Graduate Council. He also notified the senate that Dr. Flanagan has retired as Dean of the Graduate School. The search for a new Dean is currently underway.
- Faculty Hiring – there are some departments concerned over losing their faculty positions after faculty retire or end their contracts. The departments want to retain these positions and make sure there aren't restrictions associated. Dr. Frederick said that the Deans were asked to turn in a priority list to help determine their college's specific needs in responding to changes in program demands, enrollment demands, and research needs. This should also help to expand research expenditures.
- There was a question regarding hiring junior faculty. Dr. Frederick directed this inquiry to the individual colleges.

- There was a question regarding if there has been/will be a policy change mandating faculty to teach at least one course per long semester. Dr. Frederick said he was unaware of any such policy and encouraged faculty to consult their Deans for any further clarification.
- Is the current F&A percentage for research negotiable? Dr. Frederick said not likely since the percentage is based on an assessment of the university's resources and set by the federal government. The office of research would have more information on this topic.
- Clarification was requested regarding the decision to not award merit raises this year. Dr. Frederick explained the factors leading to this decision. Admission standards were raised resulting in fewer freshmen admitted and fewer tuition and fees collected. In addition, the amount of masters and transfer students has been declining in past years. Because of this, UTSA is down 1,500 students which has impacted the budget. The Regents did not allow a tuition increase and UTSA's budget was cut by the state as well. Since merit raises are based on discretionary income which was not available, no merit was awarded. The combination of an increase in the freshman class this year, more students increasing their credit hours per semester, and a push for increased faculty recruiting and student retention has led to an increased optimism for merit awards next year.

**D. Research Committee – Karen Daas**

Dr. Daas presented the most recently modified draft of HOP 10.15 (Management, Use and Commercialization of UTSA Intellectual Property). She said that the research committee recommends approval of the policy as written due to the following factors:

- The policy has been revised to incorporate pre-stakeholder feedback from Faculty Senate
- The policy provides a 50/50 provision for patents and inventions
- Faculty members would retain complete ownership of teaching materials, research publications, and copyright materials.

The senate voted to unanimously approve the policy draft as written.

**E. APR Committee – Patricia McGee**

The APR committee reviewed Student Government Association's "An Act to Reform Academic Honorary Awards" proposal which requests that full-time students who take twelve or more credit hours be eligible to receive the Dean's List and President's Award. The committee supports SGA's recommendation to modify the policy, and a vote was taken. The senate voted unanimously to approve SGA's recommendation to revise the policy.

**F. Curriculum Committee – Steven Levitt (for Alistair Welchman)**

The committee reviewed the proposal for a BA on Medical Humanities. The proposed degree is interdisciplinary and would allow the option of two different

concentrations (Health Careers and Pre-Medicine). Dr. Levitt explained that adding the degree would be a minimal cost and follows the GRIP initiative. Other universities such as Baylor are currently offering similar degrees. This degree program would be housed under the department of Philosophy & Classics and enrollment is expected to be approximately 40 students by year five. The committee recommends approval of the BA in Medical Humanities. The senate voted unanimously to approve the committee's recommendation.

G. HOP Committee – Robert Hard

The HOP committee reviewed HOP 5.03 UTSA Student Publications. Dr. Hard said that the policy had been reformatted and verbiage added to encourage students' freedom of press. The only administrative authority will pertain to approval regarding the distribution of materials. The committee recommends that the policy be approved as written. The senate voted to unanimously approve the committee's recommendation.

IV. Unfinished Business

There was no unfinished business.

V. New Business

- Tom Cannon
  - Final Exam Policy Survey

Dr. Cannon said that last semester a survey on how faculty use the final exam period was conducted among the Faculty Senate and the Academy of Distinguished Teaching Scholars. Since faculty are required to be present, the survey was used to determine how they spend their time. Dr. Cannon said that there has been discussion on whether or not to change HOP 2.17 to allow faculty more flexibility by eliminating the final exam period. Credit hours would be pushed back about a week so that the same number of credit hours will still apply, but the semester would not be shortened. Faculty would still meet at their regular class time on the days previously used as study days. Some faculty members expressed support of this change, and others had concerns regarding the scheduling conflicts that would occur if a longer final was desired. Dr. Frederick said that he is open to revising the policy or keeping it in its current form. He stressed that the most important factor in determining this decision is ultimately the learning outcome for students. Any feedback should be sent to Patricia McGee to compile.

VI. Open Forum

Jim Dykes announced that he would be meeting with Clay Haverland soon, and requested that any bookstore issues be sent to him to share at the meeting.

VII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and unanimously passed at 5:00 pm.