

THE UNIVERSITY OF TEXAS AT SAN ANTONIO
SUMMARY MINUTES OF THE
DEPARTMENT CHAIR'S COUNCIL MEETING
October 8, 2014

Those in attendance were: Edwin Barea-Rodriguez; Bruce Barnett; Mark Bayer; Rajendra Boppana; Janis Bush; Vince Canizaro; Mari Cortez; Thelma Duffey; Robert Fuhrman; Richard Hartley; Gregg Michel; Sandy Norman; Gail Pizzola; Joachim Singelmann; Martell Teasley; Harry Millwater; Belinda Flores; William Cooke; Jeremy Sullivan; Yilmaz Hatipkarasulu; Jason Yaeger; Gregory Elliott; Paul LeBlanc; Marita Nummikoski; James Calder; Lance Lambert; Suman Basuroy; Susan Colorado

Those absent were: Anson Ong; Athanassios Papagiannakis; Daniel Pack; David Frego; Eve Browning; Xiaohu Xu; Waldemar Gorski; Miguel Jose Yacaman; James Groff; Melody Lo; William Flannery; Lalatendu Misra; Yoris Au; Raydel Tullous; Chris Reddick; Ann Eisenberg; Stewart Miller;

Guests: Jesse Zapata; Barbara Centeno; Claudia White; Bruce Tingle; Javier Martinez; Diana Macias-Ollervidez

I. Chairs Session

Edwin Barea-Rodriguez and Sandy Norman, DCC Co-Chairs

A. Infrastructure Gaps:

Dr. Barea-Rodriguez began a conversation on infrastructure. He asked the chairs to share areas that they feel are lacking in their departments. Technology was a major concern for most chairs others brought to the group were travel and the new hire plan. Dr. Barea-Rodriguez recommended forming a committee to generate a list of gaps that could be presented to the Provost. He inquired if this was something they would be interesting in doing; the chairs said they would think about it, however, the group unanimously agreed that replacing the computers was vital.

B. Disability Services:

Concern is that sometimes students come in with forms from disability services but when the professor talks to the students on the accommodations they are being offered via disability services, the student reply's that no accommodation is necessary. Chairs questioned if there is a waiver form that they can provide the students or if disability services can create one. This form would note that faculty addressed the issue/accommodation with the student and that they have been made aware of the accommodation that can be provided. The form would also note if the student accepted or declined the accommodation. One of the chairs requested that the form be student generated.

Dr. Barea-Rodriguez said he would ask disability services if an email from the faculty member to student or student to faculty member would be sufficient to cover faculty. A chair asked if as a body, can they request that disability services receive space to accommodate students. Dr. Barea-Rodriguez said that was an upstream issue. The chairs concern was that departments are being asked more and more to do additional work.

C. Change in structure of chairs meeting:

A motion to formalize the Chairs Council Meetings was made. Motion was accepted by the majority of chairs present. Sandy and Gregory Elliott will work on developing bylaws.

D. Vice President for Business Affairs:

A motion to establish a chairs presence in the interview process for the new Vice President for Business Affairs has been made.

Chairs moved that candidate being hired to replace Kennedy should meet with chairs.

Motion was accepted by the body of chairs. When interviewing candidates an opportunity to meet with the body of chairs represented by a majority should be granted. A committee of 5 to 10 chairs should be present and a report with strengths and concerns should be provided to the Provost. Chairs as a body should develop these questions.

II. Human Resource and PeopleSoft

Barbara Centeno; Claudia White; Bruce Tingle; Javier Martinez; Diana Macias-Ollervidez

Barbara Centeno spoke to the chairs on the transition to PeopleSoft. She apologized for any hiccup due to the process. The chairs spoke on their frustration with the lack of communication with between the departments and HR. Barbara Centeno provided her cell phone to the chairs and ensured that she would seek to minimize any communication issues and would work on stream lining the process. She said she would be appointing one person in her office to filter the calls from the departments and ensure all questions get answered in a timely manner.

III. Office of Equal Opportunity Services

Leonard Flaum, Director

Leonard attended to answer any question on faculty recruitment. He reminded Chairs that training was required every 2 years. He informed them that Affirmative Action

Advocates (AAA) starting next year would be required to attend training separately from the recruitment training. He informed the chairs that due to federal regulation positions for NTT will need to be posted via STARS in the near future.

IV. Report by Provost

None

The next Department Chair Council meeting is scheduled for Wednesday, Nov 12, 2014 beginning at 3:00 p.m. at the JPL Faculty Center Assembly Room 4.04.22