

Provost Council
Oct. 21, 2009
3:00 PM – 5:00 PM
MB 3.106 Regents' Room

AGENDA

BOOKSTORE

PAM BACON

Pam Bacon, Associate Vice President for Administration gave a brief presentation on textbooks and the campus bookstore. Pam stated that the bookstore is looking into ways to reduce costs of textbooks for our students including using etexts and rentals. The problem with etexts is that there are a lot of books, but not a lot of textbooks and there is still a requirement that every student must purchase an etext. Rentals may be an option and they are schedule to attend a webinar presented by Follet on the subject. As soon as more information is known, Pam will pass it on to the faculty and administration.

In the meantime, she suggests that faculty adopt books sooner. Also, faculty need to understand that if they adopt a new edition, the students cannot sell back the old edition and the bookstore won't sell an old edition—this costs our students more money. Faculty also need to understand that if they opt for a bundled book, to make sure that it is necessary, because once the student opens the packet, they cannot sell it back to the bookstore. Further, faculty need to make certain that they are going to utilize an entire book before making it a required book. If the faculty member is only going to use 2 chapters from a textbook, the faculty member can utilize the university's copyright clearance center and order those two chapters—which will save money for the students.

QEP

NANDINI KANNAN

Nandini Kannan, the QEP Project Director gave a brief update on the QEP. She stated that the first draft has been sent in for review which includes the mission statement, the vision statement, the program goals and the timeline.

CORE CURRICULUM

NANCY MARTIN

Nancy Martin, Associate Vice Provost for Core Curriculum gave a brief presentation on a meeting she attended at the State level regarding the Core Curriculum. She stated that the State Law mandate was first created in 1999 so the legislature is revisiting the law again. The original law required 42 to 48 hours designated to teaching core curriculum courses. Last year UTSA developed a Blue Ribbon Report which identified six key knowledge and skills that our students needed to master during their academic career. The

Report also confirmed that our core curriculum classes currently meet the standards that the State currently mandates. The Core Curriculum Committee has placed a moratorium on accepting proposals for adding new core curriculum classes to the catalog, but will open again next Fall for the 2012-2014 catalog. The committee is also developing a website for the purposes of communication. Further, the Committee is revising the UTSA Handbook of Operating Procedures regarding our policies to be in line with current procedures and thinking.

COORDINATING BOARD REPORT

DOROTHY FLANNAGAN

Dorothy Flannagan, Vice Provost & Dean of the Graduate School attended a meeting at the Coordinating Board with Commissioner Paredes, Vice Chancellor Pedro Reyes from UT System and other Graduate School Deans. The Commissioner informed the group that looking forward to expect a budget cut in the next legislative session in the area of \$8 to \$10 billion. The Commissioner did not know how that would affect higher education, but we should be prepared.

She further stated that the Commissioner was concerned with institutions that were lowering faculty workloads and low-producing programs. She stated that the Commissioner was considering eliminating these programs altogether or not approving new programs if you have low producing programs. The criteria will be doctoral programs—less than 2 graduates; master’s programs—less than 3 graduates; and undergraduate programs—less than 5 graduates. The Coordinating Board will look at it in a rolling 3 year period.

Dr. Flannagan went on to state that the Coordinating Board is considering limiting approving Ph.D. programs to the Tier One aspirants and focusing on quality of our programs and enhancing the ones that we currently have instead of proposing new programs.

Dr. Flannagan stated that Dr. Reyes mentioned that UT System is getting more stringent about periodic performance evaluations with post-tenured faculty and wanting to see disciplinary reviews instead of program reviews.

LAPTOP ENCRYPTION PROJECT

KEN PIERCE

Ken Pierce, Vice Provost for IT, and CIO stated that his staff would begin the process of encrypting all of the UTSA laptops that have sensitive data on them—which amounts to around 2,600. This endeavor does not include PDA’s or notebooks. His hope is that the laptop could be picked up by his staff on one afternoon and then returned to the user the next day. He will report the progress of the endeavor at a future Provost Council meeting.

DOWNTOWN CAMPUS CURRICULUM

JESSE ZAPATA

Jesse Zapata, Vice Provost for the Downtown Campus provided an update regarding courses being taught at the Downtown Campus. Dr. Zapata stated that although there are two colleges located at the downtown campus and many other colleges offer courses for students, there has been a decrease in the number of

programs that can be completed at the downtown campus. Also, the enrollment at the downtown campus continues to fluctuate which may be based on the type of courses offered. Dr. Zapata asks each college to keep in mind the downtown campus when completing course registrations. It seems that the classes that get cancelled first are the ones at the downtown campus. If the Coordinating Board changes its method of analyzing space for approving new construction, the downtown campus would be harmed. Right now the downtown campus is combined with the main campus, but it's possible the Coordinating Board will implement a zip-code system which would separate each campus. If that happens the downtown campus would need 129 three-credit hour classes to meet the minimum space usage efficiency rate to approve new construction.

F & A DISTRIBUTION

JOHN FREDERICK

Dr. Frederick discussed his idea of amending the current F & A structure so that the departments and the colleges could share in the F & A distribution. He stated that a lot of the PI's are stockpiling their F&A monies waiting for the rainy day that never comes while the departments and colleges cannot really reinvest in research. Funded research is not self-supporting. For every dollar that is received in funds, it costs the university around 75 cents. Also, some grants do not cover any F&A costs, some are limited on the amount an individual PI can receive and how much they get to keep.

Dr. Frederick's approach to restructuring would be a phased in approach, such as this year the PI would receive 7% and the department would receive 3%; next year the PI would receive 5% and the department would receive 5%; the final phase the PI would receive 3% then the department would receive 7%.

Dr. Frederick stated that the model for Centers and Institutes would need to be different. He would like to see the F&A allocation be given to the colleges and then a flat allocation would be given to the Centers and Institutes based on certain performance measures.

Dr. Frederick stated that this is currently a work-in-progress and the he would be soliciting advice from stakeholders.

RECRUITMENT TRAINING

JOHN FREDERICK

Dr. Frederick stated that he understands that Department Chairs are required to attend faculty recruitment training every year even though the Deans are not required to attend that often. Dr. Frederick suggests that unless there are substantial changes in our recruiting policies, that maybe we could change it to every other year or even every 5 years, unless there is a change in Department Chair or Dean personnel. He would task Bennie Keckler and Lenny Flaum who are in charge of recruitment training to keep up with a roster.

WEBSITE ISSUES

**JOHN FREDERICK &
KEN PIERCE**

Dr. Frederick and Ken Pierce briefed the Provost Council regarding current ADA requirements on websites and asked each Dean and Vice Provost to contact their respective webmaster to make certain that all websites meet ADA requirements.

FY 09 EXPENDITURES

JEFF KANTOR

Dr. Jeff Kantor, Sr. Assoc. Vice President for Research Development gave a presentation on FY 09 Research Expenditures. He stated that UTSA had a 34% increase from FY08 which amount to \$46.5 million. He also stated that our sponsored program expenditures increased by 30% from FY08 to \$67.4 million. Some of this increase is due to a change in our accounting of the money that comes into the university. The new system CAYUSE assists with placing the money the proper accounts and also assists when there are multiple PI's on a research program and allocating F&A monies.