

**Provost Council
January 20, 2010
3:00 PM – 5:00 PM
Regents' Room, MB 3.106**

AGENDA

UTSA SPRING CAREER FAIRS

SUSAN DOLLAR

Susan Dollar, Director of the Career Services gave a presentation to the Council on career events that are occurring in the Spring. She stated that with the economy and the expense of the Fair itself, many companies are not attending the Career Fair any longer. Some companies are opting for specialty expos, others are using social networking as a means for recruiting. Susan asked the Council, especially the College Deans to think about hosting specialty career fairs, mock interviews with companies or luncheons with recruiters. She also asked the Dean's if they would assist with tracking student placement information. She is considering using a survey format and would send it out to the Deans for their review and comments.

EQUIPMENT INSURANCE

JOHN DeLaHUNT

John DeLaHunt, UTSA's Risk and Safety Manager met with the Provost Council to discuss equipment insurance, loss prevention, control, risk finance and business continuity. With the assistance of the Deans and Chairs, he would like to determine which pieces of equipment we need to cover. Currently, UTSA has \$1billion in coverage, with a \$250K deductible. We need to prioritize a list of equipment that is unique and exposed, mission critical and needs to back in service immediately. It was suggested that John attend a department chairs council meeting to discuss this issue with that group as well. John agreed to begin this process by sending out a list to the Deans and the Chairs for their review and discussion.

SACS UPDATE

SANDY WELCH

Sandy Welch gave an update on SACS and the Focus Report that is due in February. She stated that assessments are being updated in TracDat and are coming along well. She is still lacking information on certain faculty members regarding their qualifications to teach courses. She will be sending out emails to those Department Chairs. She also reminded the Council that the On-Site Committee may ask for random samplings of materials, so please make sure to have faculty files, employee files complete and accurate.

BUDGET PLANNING

JOHN FREDERICK

Dr. Frederick stated that Governor Perry has asked each institution to prepare for a 5% cut in their budgets. Right now, UTSA's share is around \$10 million. Terry Wilson, Asst. Vice Provost for Budgets will provide each college ideas on ways to reduce their budgets. The Strategic Resource Planning Council will have meetings this spring to discuss the budget.

CLICK COMMERCE—DEMONSTRATION

ZHEN-ZHEN SUN

ZhenZhen Sun, Director of Research Compliance and Communication gave a presentation of the new Click Commerce conflict of interest electronic disclosure system. This system was developed to replace the paper version of the conflict of interest statements that faculty, staff and researchers have been required to complete. ZhenZhen went through the on-line steps to show the operating ease of the new system, which will go live on Feb. 1, 2010.