Provost Council
Sept. 15, 2010
3:00 PM – 5:00 PM
MB 3.106 Regents' Room

AGENDA

PRESENTATION BY TOMAS RIVERA CENTER   **LETICIA DUNCAN**

Staff members from the Tomás Rivera Center gave a presentation on the Academic Support and First Year Programs available to students through the Center. Margaret Floyd, Director of the Supplemental Instruction spoke to the Council. "Supplemental Instruction began in 1996 and is a series of weekly study sessions offered to students enrolled in historically difficult courses with high D, F & W grade outcomes." The SI sessions are taught by trained UTSA students and they assist in developing learning skills such as what to learn and how to learn. In 2009-2010, the Center had over 10,000 students participate in supplemental instruction and 55% of the students earned A/B grades. Further, the Center surveyed the students and now offer SI sessions Monday – Sunday from 8:00 a.m. to 9:30 p.m.

Cynthia McCowen, Director of Tutoring Services described the types of services available to the students. The Math Assistance Program (MAP) focuses on college algebra and pre-calculus courses. MAP tutors use a combination of SI and traditional tutoring methodology to instruct the students. Furthermore, there are a variety of session days and times for the convenience of students. The Non-Course Based Development Program (NCB) offers tutoring in reading, writing and mathematics. NCB offers individualized programming and smaller classes. NCB also targets a small population of students who were close to passing the TSI—math placement testing to help improve their math skills and keeps close watch on their students throughout their career.

There are two summer bridge programs offered through the NCB—the Jump Start Program and the Math Boot Camp. Both programs target incoming freshmen and offer instruction on how to improve their math skills. The Jump Start Program is a refresher course in algebra. The students are eligible to take the calculus placement exam and "jump" into a more rigorous math course. The Math Boot Camp focuses on students' math skills and following a placement exam they are placed in a development math program.

Lisa Johns, Director of the Learning Assistance program described what is offered for undergraduates and graduates. They include in-class workshops, special topic workshops, online resources and academic coaching. There are 2 professional staff members who provide services to students Monday-Friday and occasionally on Saturdays. For graduate students the Learning Assistance program collaborates with the Graduate School and the Teaching and Learning Center.

Overall, the TRC meets with a substantial amount of students and continues to reach out to students to assist with their academic success. In October, the Supplemental Instruction will move to the Library to better serve our students.

IT SECURITY   **KEN PIERCE**

Ken Pierce, Vice Provost for Information Technology and CIO, presented to the Council the recent findings from the Information Security Program Index ratings. ISPI was developed for the UT System Chancellor to index and monitor several key factors to determine how well we secure information. The ratings are on a scale of 1 – 10 and a rating above 7 is considered good and acceptable by the UT System. There are many items that UTSA has received a score of 7 or below. Mr. Pierce has written an Information Security Plan 2011 to address each issue, explain where the rating may be misleading and includes plans to increase our rating scores up to 8 – 8.7 by Aug. 2011.

One area that Mr. Pierce mentioned that received a low rating was on detecting anti-virus software on all UTSA computers. The reason UTSA received a low rating is due to users installing a firewall which prevents OIT from scanning the computer to verify that the anti-virus software is loaded and functional. Mr. Pierce states that a cultural change needs to occur and that everyone follow the foundational guidelines in the Information Security Plan. Mr. Pierce acknowledged that there may be some computers that need strong firewalls as the information on the computer has been deemed top secret or is part of the Cyber-Security Center.

Finally, Mr. Pierce stated that a new Information Security Officer, Steve Werby, has been hired at UTSA. He began his duties on Sept. 1, 2010 and was recently employed at Virginia Commonwealth University.

SACS COMPLIANCE—POST REAFFIRMATION   **SANDY WELCH**

Dr. Welch gave a brief update on SACS compliance. She stated that faculty qualification forms need to be completed sooner. This past summer we had faculty members teaching courses and then discovered after the course was completed that they were not qualified to teach the course. Dr. Welch stressed the importance of staying current as we will be undergoing another university-wide accreditation in five years. She also stated that this is an area that we were cited by the SACS team as being a concern which led to an additional report to SACS. Dr. Welch further stated that emails are sent to the Deans if the department chair has not completed the assessment by the due date (one month is given to complete the task). Dr. Frederick commented that we need a culture change at the university with regards to faculty qualifications and assessment.

F & A DISTRIBUTION   **JOHN FREDERICK**

Dr. Frederick stated that he is going to convene a F&A task force to review the new F&A policy and draft guidelines for allocating the funds and setting a minimum dollar amount for the accounts and how much you may carry-forward from year-to-year. He mentioned that if you know of a major purchase to please inform him or Terry Wilson. He reminded the Council that the proposed F&A distribution will occur over a two-year period.

VPR ITEMS: **BOB GRACY, JEFF KANTOR,**
                                                                      AND MARIANNE WOODS

Dr. Gracy announced that there is a joint effort between his office and the UTSA University Advancement office to assist faculty who wish to seek funding from large foundations such as the Bill and Melinda Gates Foundation or the Robert W. Johnson Foundation. This new effort will benefit the faculty, the Research Office and the Advancement Office as it will provide needed information on who is approaching these foundations.

Dr. Gracy then spoke on research for Tier 1 competition. He stated that for UTSA the second $50 million will be the more difficult to reach. He further stated that becoming Tier 1 means that there will need to be more partnerships and collaboration and to focus on areas of excellence. He went on to state that the biggest barrier to reaching this goal is that faculty does not have time for research. Dr. Gracy stated that a recent survey of faculty committed to federal research, 42% of their time was dedicated to pre- and post-award administrative duties. We need to hire staff that can take on this load so that the faculty can focus on their research.

Dr. Gracy also said that the key for UTSA in reaching Tier 1 status is to create a Multidisciplinary Research Development Center. The current Tier 1 universities operate under this structure where a group of people assist in the preliminary discussions and draft proposals until the final submission. Under this structure the PI will continue to drive the proposal, but there is more assistance. Dr. Gracy mentioned that the Advisory Board has produced a best practices booklet on how to get to Tier 1 and get the needed dollars.

Dr. Gracy then introduced Arjun Sanga, the new Executive Director and Asst. VP Technology Transfer with the South Texas Technology Management. Mr. Sanga previously worked for the UT System as the Assoc. Vice Chancellor of Technology and Transfer. Mr. Sanga stated that we had more invention proposals last year the UT Health Science Center at San Antonio. He is excited about this new venture and sees great opportunities for collaboration.

Dr. Gracy finally announced the SALSI Showcase which will occur on Oct. 7th from 9:00 am – 11:00 am in the UC Ballroom.

Following Dr. Gracy, Dr. Jeff Kantor handed out a UTSA Facilities—Research Core Facilities which describes the services and access to equipment and processing tools to all faculty and students at UTSA. This listing will be available on the VPR website and demonstrates our abilities to collaborate with other institutions.

ANNOUNCEMENTS   **JOHN FREDERICK**

Dr. Frederick closed the meeting with the following announcements:

Appropriation requests are due into Albert Carrisalez by Sept. 17th

The CBC policy will require retroactive checks for those faculty and staff who have not undergone a CBC prior to 2005—when we implemented the CBC process.

The UT System recently drafted a new conflict of interest policy in research for the medical schools and Dr. Frederick is on a committee to draft a new policy for academic institutions.