

Provost's Council
September 18, 2012
3:00 – 5:00 pm
MB 3.106 Regents' Room

AGENDA

Title IX Training

John Danner, Associate Counsel, and Lenny Flaum, Sr. Equal Opportunity Services Officer, gave a presentation on Title IX Training: Sexual Harassment and Violence. On April 4, 2011, the US Dept. of Ed and Office of Civil Rights issued a letter providing training guidance with respect to sexual harassment and sexual violence. In the past, victims of sexual violence could only seek a remedy in the criminal courts. Title IX can provide relief to students at the university via our grievance policy even if the criminal justice system does not. The EOS office will handle any reports and/or grievances.

Our Title IX coordinator is Lenny Flaum and he will be contacting everyone in Academic Affairs to schedule face-to-face training. Anyone who has contact with students is required to attend training classes, especially faculty members as they are likely to witness sexual harassment or receive complaints from students. This training requires sign-in sheets as the Office of Civil Rights wants proof that we conducted face-to-face training. Next year, we can add this training to our compliance modules. Since January, 2012, we have had 5 Title IX issues report to Mr. Flaum. Also, students have been receptive to this new policy as this will provide some relief even if the criminal justice system does not go forward.

Substantive Changes

Sandy Welch, Vice Provost for Accountability and SACS liaison discussed the revised *Handbook of Operating Procedures 2.35* policy regarding SACS approval for substantive changes. HOP 2.35 outlines procedures and gives a list of potential substantive changes that need approval from SACS. Dr. Welch emphasized that reporting substantive changes to SACS is not just a notification. We must receive their approval must be granted prior to implementing any changes. The federal government is requiring this approval and SACS oversees the compliance. The reason we need to pay attention to this is because UTSA can receive sanctions from SACS, including probation. We recently had an instance where we did not request approval from SACS in a timely manner and we had to cease offering the program, and return tuition and fees to students---so the ramifications can be detrimental. Also, SACS wants at least 6 months' notice to review any substantive changes. The department chair and/or Dean should go through Larry Williams' or Dorothy Flanagan's offices (Undergraduate and Graduate, respectively) and they will make the determination as to whether or not the change(s) are substantive. Examples of substantive changes are: requiring more faculty, labs, library resources, or money. This also includes any creating certificate programs, adding courses to satisfy the certificate program, or

creating a distance learning program. In addition, SACS must approve our offering courses off campus (25% or 50%). We also have to notify the Coordinating Board and the other universities in the area that we're offering this off campus.

Laptop Encryption

Ken Pierce, Vice Provost for IT and CIO announced that we are at 88% completion as of 9/18/12. He stated that his team has only encrypted laptops that appear on InSight (the program we use to manage equipment inventory). He further stated that some offices may have laptops that do not appear on any inventory list as we are not required to keep track of equipment costing \$400 or less. Mr. Pierce stated that each office should review their computer equipment inventory and suggested replacing older equipment—more than 2 years old. System has purchased encrypted USB drives.

Mr. Pierce further added that UT System may require encryption of portable devices such as iPad's, USB drives, cellular phone. He further added that IT has a new program called "Crashplan" which provides a back-up of files on a central server. OIT will send out an email to the entire university informing them of this new program and how to go about installing it on computers.

Introduction of Joe Izbrand

Laura Murray, Associate VP for Advancement Services introduced the new chief communications officer, Mr. Joe Izbrand. She mentioned that Mr. Izbrand is a UTSA alumnus, class of 1981. Mr. Izbrand has a corporate back ground in marketing, public communications and crisis communication.

Faculty Positions

Dr. Jesse Zapata, Vice Provost for Academic and Faculty Support mentioned that he is receiving requests to move tenure-track faculty into non-tenure-track positions and vice versa. He also received a request to move a NTT faculty member into a tenured-track position. In addition to those requests, Dr. Zapata mentioned instances where a department chair or dean has requested moving a faculty member who did not receive promotion and tenure over to a non-tenured track position. Other requests include converting faculty to a NTT position prior to their mandatory promotion and tenure review and now want to move them back to a tenure-track position. Dr. Zapata has also seen a college hire a faculty member as a NTT who was denied promotion and tenure in another college. Since, we do not have a formal process, Dr. Frederick asked for volunteers from the Deans to consider the following:

- What is your experience with this?
- When is it appropriate to make this change? What are the reasons?
- Is it in the best interest of the department and curriculum? The occasional benefit is that you know and trust this person.
- When you are considering converting a tenure-track position to a NTT position are you looking at the big picture? Or are you just considering the person?

- What is the right mix of faculty? Does the department need another NTT position?
- Does the department/college realize that if you convert a tenure-track position to a NTT, you are also giving up that line?
- Tenure-track and NTT are two distinctive career paths—can you switch from one career path to another (tenured vs. non-tenured). We need a deliberate thought of allowing people to jump back and forth between these careers. We want to avoid moving a NTT to TT position and then years down the line the faculty member realizes they will not get tenured and now what to move back to NTT position.
- Does the department/college and affected faculty member realize that in all likelihood their salary will change as well?

The Deans who volunteered to look at these issues and present at the next Provost's Council meeting are: John Murphy, Dan Gelo, George Perry and Mauli Agrawal.

Undergraduate Recruiting Events

Lisa Firmin, Associate Provost for Diversity mentioned that she will begin traveling with our Admissions staff to meet with high school counselors. She also mentioned that the Deans are welcome to join her and the others on these trips. Lisa Montoya, from the College of Business, is currently in the Valley meeting with counselors. Mauli Agrawal will be going to Houston and Rogelio Saenz is going on the Dallas trip.

Ms. Firmin also mentioned that the Oct. 13th will be the date of the UTSA Open House which is scheduled from 10:00 – 3:00 in the UC Ballroom. Each college will have a slot for presentations—you decided what you want to market from your college. Last year we had over 2,000 people attend the open house and Lisa is expecting a similar turn-out. Dr. Frederick asked if the UTSA football game against Rice could be shown on a screen during the open house. Lisa was going to check with Student Affairs.

Corporate Engagement Plan

Eric Gentry, Associate VP for Development and Robin Lozano, Director of Development, presented the Corporate Engagement Plan to the Council. A year ago UT System put forth a “strength in numbers program” that provides additional dollars to assist universities with fundraising. The UTSA Development Office looked at other aspirant universities (Rice, Florida, LSU, Michigan [Robin worked at Rice in their corporate relations office before being hired at UTSA, so she brings a wealth of knowledge and experience) to see how they engage corporations with fundraising.

The goal of the Office of Corporate Engagement is to serve as the “front door” to university resources for the business community; increase the number of partnerships; leverage university resources to create mutually beneficial partnerships; and promote campus-wide knowledge-sharing and collaboration. The Plan consists of moving companies along a continuum of from awareness, involvement, support, sponsorship to strategic partner. The Plan also consists of creating a Corporate Engagement Planning Committee made up of leaders from all relevant departments that will be asked to development the strategic plan and provide advice on how to

implement the plan. The next step would then be to create a Corporate Advisory Council—which could be a subset of the university’s development board.

Ms. Lozano stressed that her office is not a gatekeeper, but a facilitator and manager of all information about a company and their interactions with UTSA. We want to ensure that we’re having conversations with decision-makers.

Next steps:

- How many people should be on the internal committee—people who are already heavily involved with corporations.
- How big of a group should the planning committee be? Don’t want it too small, but not too big. Eric and Robin will contact every Dean, and 2 or 3 people from research—possibly Jim Casey and Cory Hallam.
- Development officers---they meet with Robin on a regular basis and she provides insight and advice to them.

Academic and Research Announcements

The new Commencement schedule has been released. All of the ceremonies will take place on Wed., & Thurs., Dec. 18th and 19th. We also learned that we can go back to original seating at the convocation--616 chairs on the floor. The work on the Convocation Center will begin sometime during basketball season. At this point, we have no idea if work will be finished by May commencements. A possible venue for the May ceremonies is the Alamodome (2 big ceremonies on May 13th—Monday and first day of minimester).

Dr. Frederick distributed a Research progress report. He mentioned that the Asst. VP for Research Support position will be posted soon and hopefully filled in the next couple of months.

- The Research Service Centers are open, but not all of the positions are filled. Interviews will be conducted soon and hopefully filled by the end of October, hopefully sooner.
- Tech transfer—we discontinued relationship with STTM. Cory Hallam will be the director of the new office. Licensing and commercialization positions will staff the office. Our current Tech transfer coordinator is also a lawyer.
- Research Advisory Board—names sent to Dr. Romo—awaiting his approval.
- Developing research policies—in process
- IRB review process—We’ve set up a task force and are asking that group to provide documentation to apply for accreditation. Need to learn more about process of getting accredited.
- NACURA here training our research staff on customer services.
- Concierge—provide gold star service to our star researchers, but will assist others.
- Ombudsperson—provide an avenue to respond to complaints, etc.
- Would like to create an Academy for Distinguished Researchers (similar to the recently created Academy of Distinguished Teachers)