

Provost's Council
November 20, 2012
2:00 – 4:00 PM
MB 3.106 Regents' Room

AGENDA

FACULTY POSITIONS

At the September Provost Council meeting, Dr. Frederick asked the deans of the Colleges of Architecture, Engineering, Liberal & Fine Arts and Sciences, to develop guidelines to use when faculty request to be moved to another position (from a non-tenure-track position to a tenure-track position and vice versa). As a way of background, Dr. Zapata, Vice Provost for Academic and Faculty Support, mentioned that he was receiving more requests from faculty and departments to convert faculty from NTT positions to TT positions and vice versa. He has seen where a faculty member in a tenure-track position did not earn tenure and was then hired as a NTT in his/her own department or another department. He has also seen instances where an NTT faculty member was converted to a tenure-track faculty member and then realized that he/she was not going to be successful at earning tenure and wanted to convert back to an NTT position. Because of these scenarios, Dr. Zapata thought it would be a good idea to review the reasons for these requests and to try to come up with a consistent policy.

The Deans who volunteered to review this topic presented the following pros and cons for accommodating faculty request:

- Pros for allowing a faculty member to convert to another faculty title
 - Maintains some continuity in the department;
 - The faculty member may specialize in a field that has few faculty to choose from; and,
 - Allows for retention, especially if the faculty member is an exceptional teacher

- Cons for allowing a faculty member to convert to another faculty title
 - Perception among colleagues that faculty do not take the tenure process seriously;
 - May hamper our move to Tier One if we allow tenure-track faculty to convert to non-tenure-track positions;
 - Tenure-track positions are a strategic investment for the department, college and university. Allowing the faculty member to convert to a NTT position may diminish the return on investment;
 - Department may lose the tenure-track faculty line as resources are scarce; and
 - Circumvents the NTT search process that the Provost would like to implement

Dr. Zapata stated that he would be happy to work with the Faculty Senate Chair, Dr. Rebekah Smith, on developing a policy. Items that also need to be addressed:

1. Should a faculty member in a tenure-track position who has been notified that his/her tenure case was not approved be ineligible for employment in a NTT position; and,
2. A tenure-track faculty member who requests to apply to another department in either a NTT position or a TT position;

Dr. Frederick reiterated that deans and department chairs need to focus on the position and not just on the person. If, for instance, you have a tenure-track faculty member who wishes to convert to a NTT position, the department/college may not have the resources to cover the salary plus replace the TT position.

DIGITAL MEASURES UPDATE

Dr. Sandy Welch, Vice Provost for Accountability and Institutional Effectiveness, provided an update on the move from FAIR to Digital Measures. She stated that faculty vita data has been moved to Digital Measures. She also stated that the training classes have been attended by the administrative assistants, which is fine, but faculty need to attend the sessions as well. At the last Department Chair Council meeting, she asked the chairs to stress to their faculty the importance of attending the training sessions as they need to know how to enter/edit their information in Digital Measures. Also, she stated that once all of the information has been moved over, faculty will have 30 days to inform her staff of any errors or omissions.

Dr. Welch provided the following deadlines for faculty annual evaluations in Digital Measures:

- January 31st: Faculty vita update and annual report commentary and signature;
- March 15th: Dept. Chair (Dean) evaluation of faculty (chairs);
- May 1st: Chair evaluations due;
- May 15th: Faculty member optional comments due;
- May 31st: Dean optional amendment to evaluation

The Deans were concerned about the last bullet as faculty may expect that their comments will automatically trigger an amendment to the evaluation. The current HOP 2.11 policy states that “Deans may amend...” Faculty need to remember that there is a grievance process they can avail themselves to, if needed.

TOP SCHOLAR CONCIERGE MODEL

Lisa Firmin, Associate Provost for Diversity and Recruitment, updated the Council on the new Top Scholar program which has been redesigned to coincide with the GRIP. The program includes a fully funded scholarship and signature experiences. The program will target first-time freshmen who are Texas residents, in the top 5% of their high school class and who earn a 1400 SAT or 32 ACT score. Ms. Firmin is asking each dean to select someone from their college to serve as a liaison to her to ensure the program is on target and meeting the needs of the college.

This liaison would also assist with designing the Top Scholar program so that it is effective. Ms. Firmin stated that UT Dallas has a program similar to this one and has 24 slots that are fully funded. She further stated that we need to be proactive in identifying students that meet the criteria and reach out to them so that they know about UTSA. Dr. Diem, Dean of the Honors College, stated that it's difficult for UTSA to compete with UT Dallas as they have a rich endowment that provides full scholarships. He felt that we needed to consider opening the Top Scholar program to the top 10% and focus on providing full scholarships. Ms. Firmin agreed that we need to figure out how we incentivize students to attend UTSA and stay past their freshman year (this is more about the CAP students we receive from UT Austin). She stated that we need to get students engaged in various programs—such as Terry Scholars, FAME (medical program) scholars, etc. The Deans agreed that this is a great program and would see about appointing a liaison to assist Ms. Firmin.

BUSINESS CONTINUITY PLANS

Dr. Frederick stated that at a recent CMO meeting, Dr. Romo requested that each vice president develop a business continuity plan in case of a natural or manmade emergency. Dr. Frederick asked for volunteers to participate on a Tiger Team that would work with Lorenzo Sanchez, Director of Business Continuity and Emergency Management office, to develop plans for academic affairs and research. The following people agreed to volunteer:

Academic Affairs

Julius Gribou
Kris Maloney
Ken Pierce
Lee Gildon
Sunay Palsole

VP for Research

Marianne Woods
Amanda Read
Marcel Perret-Gentil
Bernard Arulanandam

SUMMER SCHOOL SCHEDULING

Dr. Frederick stated that a memo will be forthcoming regarding the allocation for summer school offerings. The memo will include the following:

1. No boutique classes should be offered (low enrollment, upper division courses)
2. Faculty workload will be restricted to:
 - a. One class over a 3 week period
 - b. Two classes over a 5 week period
 - c. Three classes over a 10 week period
3. Summer budgets will not increase without an increase to SCH's
4. A decrease in SCH's will result in a budget reduction
5. Colleges will be able to establish a per course pay rate

RESEARCH UPDATE

Dr. Frederick, who currently serves as the Interim VP for Research, updated the Council on the following from Research:

1. Dr. Bernard Arulanandam will assume the position of Asst. VP for Research Support in December. His first order of business will be to review the internal seed program and limited submission grant program processes.
2. Dr. Cory Hallam, Chief Commercialization Officer, recently hired Jackie Michel, Director of Technology Transfer, to assist with licensing.
3. The Research Advisory Board has elected Dr. Hamid Beladi, Professor of Economics, to serve as chair.
4. Two additional staff positions have been filled: Liz Garcia will serve as Research Concierge, and Donna Edmundson will serve as the Ombudsperson.
5. The VPR website has been revamped. Hopefully, the new look will be more user-friendly.
6. Over the next few months, various policies and procedures will be reviewed in order to stream-line and improve processes.
7. The latest issue of the VPR magazine, *Discovery*, is available.

ANNOUNCEMENT:

**ADVANCED DEVELOPMENT FOR DEANS CONFERENCE
BOSTON, JAN. 15-17, 2013; CASE.ORG**