

**Provost's Council**  
**January 14, 2014**  
**3:00 – 5:00**  
**Regents' Room (MB 3.106)**

**AGENDA**

**WAIT LIST TREND REPORT**

Joe DeCristoforo, Assoc. Vice President, Registrar's Office, and Don Swinson, Academic Scheduling Coordinator, met with the Provost Council again to review a recent report that compared Fall 2013 and Spring 2014 wait-lists. The Deans found the report to be helpful and everyone agreed to increase the wait-list caps on an incremental basis, as opposed to setting the cap at a higher number, in hopes of determining if additional sections need to be added. Joe also stated that he sends out a survey to students asking the following questions: 1) did you need the class, 2) did you want the professor, and 3) were you looking for a different class time.

**EARN DEMO (Early Alert System)**

Ken Pierce, Vice Provost for Information Technology and CIO, demonstrated the new early alert system (EARN), that will be fully implemented in Fall 2014 as part of the Graduation Rate Improvement Plan (GRIP). The system is designed to alert students and advisors about their progress in each class so that if a student is in danger of failing a class, a solution could be attained earlier in the semester.

Ken stated that 17 faculty members participated in a pilot program that covered 27 courses. He stated that the faculty were surprised by the immediate responses from students after receiving flags and kudos. He further stated that of the 337 students flagged for "in danger of failing," 299 students avoided a failing grade. Also, 84% of all advising holds were cleared before registration began for the Spring 2014 semester. The one downside to the program is that it is not linked to Blackboard (program used to enter grades) and that the faculty member has to download grades and then manually input the grades into the EARN system. You also have to manually enter each students email address as it is not automatically transferred from Blackboard to EARN. Ken hopes to address this issue during the Spring semester.

**INCENTIVIZING FACULTY—STUDENT SUCCESS**

Dr. Frederick led a discussion on ways to ensure all faculty are onboard with the GRIP and student success. One of the Deans mentioned that she believes faculty in her college that teach undergraduate students are involved with the GRIP and care about their students success. It's not clear as to whether or not faculty who only teach graduate courses are as invested. Some see

the GRIP as for undergraduates only. It was suggested that this could be changed by altering course assignments so that all faculty rotate teaching undergraduate and graduate courses.

Dr. Frederick also mentioned that we need faculty to get involved with recruiting our students. A simple letter or phone call to a potential student goes a long way when students are choosing which college to attend. Sam Gonzales, Vice President for Student Affairs interjected that he met with the Welcome Center staff and asked if the visitors requested specific information. The staff said the number one response was to hear from their college of choice. He reiterated the impact faculty would have on potential students if they would get more involved with recruiting efforts. Sam went on to state that his area needs help from the colleges/faculty with recruiting activities that will take place on campus during spring break. He also stated that his office, along with Lisa Firmin, will develop timelines for communicating with potential students and provide talking points.

### **COORDINATING BOARD—TUNING AND FINE-TUNING TEXAS**

Dr. Frederick mentioned we received a letter from The Coordinating Board regarding the Tuning Texas Project, which is a voluntary statewide articulation agreement that allows students to transfer credits from community colleges to 4 year institutions. Dr. Frederick asked Dr. Larry Williams, Vice Provost for University College, to review the compact and MOU's to determine whether or not will can participate. The areas affected are in the College of Business, College of Engineering and College of Sciences.

### **GRADUATE PROGRAM ENHANCEMENT**

Dr. Frederick led the discussion on how to enhance our graduate enrollment. He suggested that we look at our own undergraduate students in their junior and senior years and develop a plan to make it easy for them to enroll into a graduate program at UTSA. Dr. Page Smith, Associate Dean of The Graduate School, mentioned that he is working on a form to assist the departments and colleges with identifying students who are interested in graduate school. The form would also expedite the admission process as well. One thought would be an automatic admission into graduate school based on undergraduate GPA. Dr. Rich Diem, Dean of Honors College said that his college offers a course to students in the Honors College that discusses how to apply for graduate school. It was suggested that each department/college should develop a mechanism for identifying students who are interested in research and pairing up the student with a faculty member so that they could get a preview of graduate school.

### **Announcements:**

**Diversity Hires CV's due to Provost (1/15 and 1/31)**

**Faculty Center Grand Opening: Thurs., Jan. 30<sup>th</sup>; 3:00 – 5:00; 4<sup>th</sup> floor JPL**

**Great Conversation: Tues., Feb. 25, 2014; 6:00 pm – 9:00 pm at the ITC**