

**Provost's Council**  
**March 19, 2014**  
**3:00 – 5:00**  
**Regents' Room (MB 3.106)**

**AGENDA**

**UNDERGRADUATE RECRUITING**

Lisa Firmin, Associate Provost for Diversity and Faculty and Student Recruiting, outlined the structure she is using for the student recruiting efforts related to the Graduation Rate Improvement Plan (GRIP). She stated that her team, comprised of George Norton, Lisa Blazer, Beverly Woodson-Day and Joseph Kulhanek, developed the structure with breakout groups consisting of partnerships and outreach, financial issues and resource development, communication and marketing, tours, events and programs, and academic college partners. Each of these areas are developing strategic plans to be submitted for review by her team. She stated that her group is focusing on recruiting freshmen, transfer students and international students. Lisa further stated that her team is in the process of developing a recruiting manual for faculty and academic college partners that will include timelines for contacting potential students as well as information/stories (points of pride) that each college wants to highlight.

Lisa also emphasized how important faculty are to our recruiting efforts. She mentioned that during spring break, UTSA hosted over 1,800 students/families. 1,000 of these guests are students that have already been admitted to UTSA—we just now need to get them to enroll. She stated that some faculty participated in the tours offering mock classroom and/or general presentations. This really impresses the students and their families. She hopes to begin planning for 2015 spring break next fall so that other faculty/colleges can participate in this event. Sam Gonzalez, Vice President for Student Affairs, stated that April 5<sup>th</sup> will be UTSA Day which is run by Student Affairs and allows students and parents to visit the campus and gather information on attending UTSA. He encouraged the Deans to attend the event and to invite their faculty members to attend as well.

**LATIN AMERICA INITIATIVES**

Rene Zenteno, the new Vice Provost for International Initiatives, updated the Council on the efforts to improve UTSA's presence in Latin America and Mexico. He mentioned that Dr. Romo has already organized a group which consists of Dr. Zenteno, Deans from the Colleges of Business, Engineering and Sciences, VP for Research—Dr. Agrawal, and Bob McKinley, Assoc. VP for the Institute of Economic Development. Dr. Zenteno stated that this group recently met with representatives from Monterrey Tech (Mexico) to renew an agreement to bring students from Monterrey Tech to UTSA in the summer to attend classes and collaborate on research. There was some concern that the financial arrangement may have been priced too low and omitted certain overhead costs. The agreement is

being reviewed to ensure that we are covering our costs. Dr. Zenteno is very excited about his new role in international initiatives and looks forward to collaborating with the Deans.

## **STUDENT SUMMER STIPENDS**

Dr. Frederick mentioned that Lisa Blazer, Associate VP for Financial Aid, needs to know if the Deans want to continue allowing exceptions so that students can receive a stipend during the summer if they are not enrolled. The Deans stated that they do not want to continue offering this exception. The Deans feel that if students are going to receive a stipend, they all should be enrolled in a class.

## **PEOPLESOFT**

Dr. Frederick mentioned that there are a few rumors floating around regarding time reporting for faculty in PeopleSoft. Faculty only need to send an email to their respective administrative assistant and report any sick leave. No other reporting is needed at this time.

## **PEER OBSERVATIONS**

Dr. Frederick mentioned that there seems to be a great deal of concern regarding the new requirement from UT System to conduct peer observations for faculty who are being reviewed for promotion and tenure. A faculty member in the candidates department can serve as an observer and serve on the DFRAC, CFRAC and/or UFRAC. That person can answer general questions regarding the observation. The other concern is regarding the report that will be submitted to UT System. The Peer Observation Guidelines clearly state that the observer will write a report and that the candidate will write a summary report. The summary report is the document that will be provided to UT System.

Dr. Frederick asked the Council to forward any rumors regarding PeopleSoft or Peer Observations to him so that he can provide an accurate response.

## **Announcements:**

**UT System Annual Visit: April 10th**

**2014-2015 Leadership UTSA nominees due April 18<sup>th</sup>**

**Honors College Commencement: Fri., May 9<sup>th</sup> at 10:30; UC Ballroom**

**Commencement Schedule at Alamodome:**

<b>COEHD &amp; COS:</b>	<b>Sat., May 10, 2014; 10:00 am</b>
<b>COA, COB &amp; COPP:</b>	<b>Sat., May 10, 2014; 4:00 pm</b>
<b>COE, COLFA &amp; UC:</b>	<b>Sun., May 11, 2014; 2:00 pm</b>