

**Provost's Council**  
**March 18, 2015**  
**3:00 – 5:00 p.m.**  
**Regents' Room, MB 3.106**

**AGENDA**

**OIT UPDATE**

Anthony Espinoza, OIT Information Security Officer, provided an update on two initiatives. The first is the Network Access Control project that integrates hardware and software to set up rules for how electronic devices connect to the UTSA network. The project ensures that minimum security requirements are met prior to a device being allowed to connect to the network. This initiative ensures the security of the data by only allowing authorized persons/devices access to the network.

The second initiative is the two-factor authentication system, which is a new requirement from UT System. Anthony mentioned that UTSA has signed a contract with Toopher to provide this service and an email will be sent out to the faculty and staff in the next week or so to inform them of the new requirement. The two-factor authentication will enhance security and hopefully prevent someone from having unauthorized access to information. It should also reduce the number of phishing emails. In addition, it will only affect those who attempt to log-on to our systems from a remote site. If you are logged onto the UTSA website at your desk, you will not need the two-factor authentication in order to access your files.

Anthony then discussed a recent security breach that occurred in a few classrooms via key logging. Key logging is a device that captures identification information and can be used for purposes of gaining access to the network or stealing confidential information. He asked the Council members for their assistance in ensuring the security of our systems in the classrooms and to notify him if they see anything that looks suspicious such as two keyboards or a device in the CPU unit. Anthony mentioned that his office is discussing whether or not to place the UTSA brand sticker on all of the equipment so that faculty could readily verify that the technology is legitimate and not a key-logger.

**FACULTY RECRUITING PROCESS**

Dr. Frederick asked the Council members if the method that was used last year for faculty recruiting worked well; or, if there were any changes he needs to consider for next year. The Deans stated that they liked the process as it helped them to consider their priorities and also helped explain the decision-making to their respective department chairs and faculty. Dr. Frederick reiterated that he wants the Deans to think creatively and, like last year, be able to demonstrate how the hiring requests fit into the six areas of research focus. Dr. Frederick also suggested for the Deans to consider all instructional needs, but to really think about whether or not a faculty member needs to be replaced in kind. He gave the example of a faculty member who retires but always taught niche courses. Do you need those courses? If so, do you need a tenured/tenure-track faculty to teach that course or could a nontenure-

track faculty member handle the workload. Also, he has heard from several department chairs that they are interested in forming their search committee now so that the requisite recruitment training could be taken care of now so that when they return in the fall the committee could begin their review process immediately. The Deans all stated that they were in agreement with that plan.

Dr. Frederick also discussed the process of special opportunity hires. While he is in favor of special opportunity hires, he would like the departments use the normal faculty recruiting process and advertise for senior hires. He also suggested for the deans to speak to their chairs about developing a standard recruiting letter that could be sent to colleagues, which could assist with recruiting faculty.

## **DFW RATES/GATEWAY COURSES**

Dr. Frederick mentioned that he has reviewed the updated DFW rates and is still concerned about seeing high rates in core courses as well as upper division courses. Dr. Frederick mentioned that it would be helpful to periodically review the curriculum to ensure that our students are being taught what they need to learn in a lower-division course. He stated that some faculty are covering too much material which is leading to high DFW rates. He also stated that he didn't recognize a lot of the faculty names and wondered if they were NTT faculty. If so, he asked the deans to assist with ensuring that all NTT faculty are aware of the GRIP initiatives and that they are listed as the instructors so they can receive communications well in advance of the semester.

One dean mentioned one of his coordinators for gateway courses has excessive standards, but that he is working on an organizational change which should reflect in lower DFW rates. Another dean mentioned his concern about whether or not students have the requisite math courses in high school so that they are ready for college-level math courses, especially if the student plans to major in engineering or the sciences. Dr. Frederick suggested inviting George Norton and Beverly Woodson-Day from the Admissions Office to discuss their procedures, especially holistic reviews, and what they look for in admitting students. Another dean mentioned some faculty do not like teaching remedial courses, but that she's trying to inform her faculty there's nothing wrong with reviewing formulas that will be heavily used in a course as that is part of ensuring student success. Dr. Frederick thanked the Deans for their involvement in reducing the DFW rates.

## **STRATEGIC PLANNING**

### **Expanding Education Abroad**

Dr. René Zenteno, Vice Provost for International Initiatives, mentioned he is the strategy leader for the expanding education abroad topic under the Educational Excellence pillar and provided information that his group has gathered. He reviewed the strategic overview, which includes definition for study abroad and its contribution towards Tier One. He provided metrics regarding the number of UTSA students who have participated in a study abroad program from 2009- 2014, which range from 195 students to over 300 students. He also discussed the institutions his group selected for benchmarking purposes, which includes UT Austin, Texas Tech University, The University of Kentucky, Michigan State University, and the University of Arizona. Each of these universities have strong study abroad programs. Dr. Zenteno stated that every student at UK that goes on a study abroad program pays one (1) additional hour of tuition. This method is in lieu of paying a fee and helps to fund their study abroad

programs. He further stated that Michigan State has a large endowment to help with their study abroad program fees.

Dr. Sanders, Dean of the College of Business stated that their students pay a \$400 program fee to help support their study abroad programs. He also stated that there are students who drop out at the last minute, which makes it difficult to offer the program to a large number of students. Dr. Diem, the Dean of the Honors College, stated that their study abroad program to Italy costs approximately \$5,000. They are able to offer a few scholarships, but not for the entire amount. He further stated he believes if the students have a vested portion in paying for the program they are less likely to withdraw at the last minute.

Dr. Zenteno stated that there is a lot of work to be done to strengthen and expand our education abroad, but that he is encouraged by the efforts that are currently in place and those that are in the planning/development process.

### **PhD Programs (Optimal Capacity)**

Dr. Frederick led a brief discussion regarding graduate programs/strategic planning. He asked the Deans to think about the following:

- What is the optimal capacity for master's and Ph.D. programs per college? In other words, with the current number of faculty in each college, how many students can you support?
- How many teaching assistants do you need/can you support?
- How many TA's can be funded through external grants and/or fellowships?
- How does it align with goals of graduate programs? Do we need to add faculty to accommodate the students? Is 4,500 graduate students (master's and Ph.D.) a realistic goal for UTSA?
- What are the key factors that affect the capacity?
- Do you have a balanced number of Ph.D. vs. master's students?

### **Downtown Campus Planning**

Dr. Frederick mentioned to the Council that as they work on their respective strategic planning/pillar assessments/benchmarks that they consider the Downtown Campus—does the plan incorporate the DT Campus, how does it impact the DT Campus. Are there current opportunities, that may have been solely for the DT Campus, be incorporated in the whole plan?

### **ANNOUNCEMENTS:**

**Next Provost's Council Meeting:**

**Wednesday, April 15<sup>th</sup>: 3:00 – 5:00  
Regents' Room**

**University Excellence Awards:**

**Thursday, April 16<sup>th</sup>: 2:00 – 3:30  
UC Ballroom**

**Honors College Graduation Ceremony: May 8<sup>th</sup> at 4:30 p.m.**

**Commencement Ceremonies: May 9<sup>th</sup> and 10<sup>th</sup>: Alamodome**

**May 9<sup>th</sup> at 10:00 a.m.: COEHD and COS**

**May 9<sup>th</sup> at 4:00 p.m.: COE, COLFA, and UC**

**May 10<sup>th</sup> at 2:00 p.m.: COACP, COB, and COPP**