

UTRGV ACADEMIC AFFAIRS EXECUTIVE COUNCIL

JULY 27, 2017

1:30PM – 4:30 PM

EDINBURG CAMPUS, COE DEAN'S
CONFERENCE ROOM

MEMBERS PRESENT	Havidán Rodríguez, Nina Young, Marcy de Leon, Lisa Smith, Jeff Graham, Dora Saavedra, Volker Quetschke, Steven Block, Ala Qubbaj, Jonikka Charlton for Kristin Croyle, Cynthia Brown, Paul Sharpe, Pamela Anderson-Mejias for Walter Diaz, Dave Jackson, Shawn Saladin for Michael Lehker, Mark Kroll, Alexander Domijan, Patricia McHatton, Parwinder Grewal, Juan Sanchez, John Krouse
MEMBERS EXCUSED	Walter Diaz, Michael Lehker, Kristin Croyle, Maggie Hinojosa, Marie Mora
OTHERS PRESENT	Melba Sotelo, Sign Interpreter
REVIEW OF MINUTES	May 18, 2017 Minutes Approved with Noted Corrections

AGENDA TOPICS

PROVOST UPDATES

HAVIDÁN RODRÍGUEZ

DISCUSSION	<p>Dr. John Krouse was introduced and welcomed as Dean of the School of Medicine and Vice President for Health Affairs. Dr. Volker Quetschke was introduced and welcomed as the Chair Elect for Faculty Senate.</p> <ul style="list-style-type: none"> Post Tenure Reviews The Post Tenure review process is complete. As per ADM 06-504, the Provost reviewed and approved the performance review results that were received from the colleges. According to this policy, "If the final result of the comprehensive performance review is "Exceeds expectations, " or "Meets expectations, " the faculty member will not undergo another comprehensive performance review for six years ..." Non Tenure Track Faculty Promotion Reviews The review process is complete and letters were sent July 28, 2017. Over half of the promotion cases received were returned with no action due to faculty not meeting the required criteria nor the required peer observations of teaching. All review levels must follow the approved Guidelines for Review, Reappointment, and Promotion of Full-time Lecturers, Professors in Practice and Clinical Faculty. Faculty Salary Inversion/Compression Analysis Individual letters from the Provost will be sent in mid-August to all tenured and tenure track faculty with a detailed description regarding the analysis conducted. If a salary adjustment was identified, it will be effective September 1st and will be reflected in the October 1st payroll. Approximately 90% of eligible tenured and tenure-track faculty will receive a salary adjustment of varying amounts. UTRGV set aside \$2.8 million dollars to address the faculty salary inversion/compression needs. College/Department Policies and Guidelines A handout was provided to each Dean listing the status of each department's policies and guidelines. The review of policies should be complete by September 1st. A handout on 2016-2017 Course Evaluations was distributed by College and Gender. The average mean score for course evaluations university wide in the Agree/Strongly Agree category is about 90%. There were no gender differences in the evaluation data. Peer Observations of Teaching and other artifacts are also needed and required to assess teaching effectiveness. Faculty Hires FY 18 and Faculty Recruitment Plans for FY 19 The FY 18 recruitment season was very successful and all FY 19 faculty recruitment plans have been approved. For FY 2017-18, there will be approximately fifty-one (51) new Tenured and Tenure Track faculty and approximately seventeen (17), 3-year Lecturers/Clinical faculty. Transition Plan Per the memo sent by Dr. Bailey, an interim will be appointed by early August, a search committee will be in place by the end of August, and a national search will be underway shortly thereafter.
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ACCELERATED ONLINE PROGRAMS**CYNTHIA BROWN & DAVE JACKSON**

DISCUSSION	UTRGV currently has an agreement with the outside vendor Academic Partnerships; their services involve recruiting and retaining students within the accelerated programs. The contract will expire in March 2018. The University is developing an internal team to specifically handle the marketing, recruitment, and retention of accelerated online programs. A search is underway for an Associate Dean in the Graduate College, with primary responsibilities of developing and growing enrollment in our accelerated graduate online programs.
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SUBSTANTIVE CHANGE ACTION PLAN**CYNTHIA BROWN**

DISCUSSION	The Substantive Change Action Plan was presented and approved by the AAEC. It will be used to demonstrate the many different levels of substantive changes for tracking purposes, and to submit changes. The form helps implement the Substantive Change Policy . This will allow us to notify SACSCOC prior to the initiation of substantive changes, and seek their approval prior to the implementation of changes. SACSCOC's reviews substantive changes during two timelines, January 1 st and July 1 st .
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NEW HOP POLICIES**ALA QUBBAJ**

DISCUSSION	<ul style="list-style-type: none"> • ADM-06-507, Termination of a Faculty Member Policy was distributed for review. Motion was made for approval. Motion carried for approval. • ADM-06-111, Faculty Grievance Policy was distributed for review. Motion was made for approval. Motion carried for approval with minor changes as discussed. • ADM-02-201, Academic Committees & Councils - TABLED Policy was distributed for review. After discussion and recommendations for changes, it was requested that the policy be tabled for further review. The policy will be proposed again to the Faculty Senate based on the recommendations made. <p>In preparation for the following policies, members are asked to review prior to the August AAEC meeting.</p> <ul style="list-style-type: none"> • For Discussion in August AAEC Meeting: <ul style="list-style-type: none"> ◆ ADM-07-400, Intellectual Property ◆ ADM-06-110, Acceptance of Money from Students ◆ ADM-06-208, Continuing Education Fees ◆ ADM-09-100, Acceptable Use of Information Resources
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UPDATES

DISCUSSION	<p>Information Technology</p> <ul style="list-style-type: none"> • Six additional ITV classes were offered in the summer session, and seven more are expected to be offered in the fall semester. These class offerings will be at five different locations. • Friendly reminder, UTPA/UTB email forwarding will be permanently deactivated on August 31, 2017. <p>Deputy Provost</p> <ul style="list-style-type: none"> • A flyer from the Translation and Interpreting Office with listed services was distributed. This office is available to translate any documents, such as webpages, brochures, etc. They will be presenting their services at an AALP meeting. • SACSCOC Update: A report is due September 8th in response to the probation regarding the ten cited standards. A mock site visit arranged by our SACSCOC consultant is scheduled for September 25-27. <p>Research, Innovation & Economic Development</p> <ul style="list-style-type: none"> • Due to organizational changes, Grants and Contracts will move under Research. The infrastructure for Shared Research was dissolved and will now be under the purview of the Deans. A number of searches are in process, including Manager for Export Control, Executive Director of Sponsored Projects, and a Director of Research. <p>Strategic Enrollment</p> <ul style="list-style-type: none"> • Dr. Hinojosa was not in attendance, however Dave Jackson reported that undergraduate and graduate enrollments for the fall are favorable. <p>Student Success</p> <ul style="list-style-type: none"> • Jonikka Charlton reported receiving two grants which were part of an RFP for the UT System Student Success Quantum Leap project. One grant will focus on the development of college-specific Student Success teams and student compacts. The second grant will focus on creating a Graduation Help Desk which will open in fall. Please read the press release for more information.
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Faculty Affairs & Diversity

- The Faculty Portfolio Tool (FPT) will be used to generate the faculty review dossier for the fall evaluations. All departments have been contacted and encouraged to receive the training. A handout was distributed to show the departments who have received training.
- The University of Texas System will hold an awards reception for the Regents' Outstanding Teaching Awards. Winners are Amy Weimer, Alyssa Cavazos, Andrew Hollinger and Mounir Ben Ghalia. The awards reception will take place August 23 in Austin.
- There were 18 applications for Faculty Development Leave. Seven (7) applications have been approved and three (3) are pending. A person on faculty development leave will have benefits coverage even though they are on ½ time pay.
- The Faculty Travel Support program has been very successful; over \$110,000 was spent on supplementing faculty travel, which makes a tremendous impact across all colleges, including the School of Medicine.
- New Faculty Orientation will take place August 16 and August 17, along with a luncheon and a reception. This event will take place at both campus locations.
- The Academic Affairs Leadership Program (AALP) will be every month during the academic year. The first part of the meeting is scheduled to provide updates and the second half is geared towards Leadership Development. Calendar invites have been sent to all.

Faculty Senate

- Faculty Senate has enjoyed and will continue working with the Blue Ribbon Committee on HOP Policies. Administrator evaluations will be conducted this coming year and shared governance best practices will be identified. The Faculty Senate Constitution will also be reviewed.

Women's Faculty Network

- The President met with various groups last week, including the WFN Executive Team and the Faculty Senate Executive Committee to discuss the transition in Academic Affairs.

ADJOURNMENT	Meeting adjourned at 3:30 pm
NEXT MEETING	August 17, 2016, 1:30 – 4:30 pm