

UTRGV ACADEMIC AFFAIRS EXECUTIVE COUNCIL

MARCH 23, 2017

1:30PM – 4:30 PM

EDINBURG CAMPUS, COE DEAN'S
CONFERENCE ROOM

MEMBERS PRESENT	Havidán Rodríguez, Nina Young, Lisa Smith, Marcy de Leon, Frank Zecca (for Jeff Graham), Kristine Lowe (for Ala Qubbaj), Parwinder Grewal, Maggie Hinojosa, Cynthia Brown, Bobbette Morgan, Michael Lehker, Mark Kroll, Paul Sale (for Patricia McHatton), Walter Diaz, Dave Jackson, Alexander Domijan, Steven Block, Juan Sanchez, Steven Lieberman, Jeff Graham, Karina Stiles-Cox (for Marie Mora)
MEMBERS EXCUSED	Marie Mora, Ala Qubbaj, Mark Anderson, Paul Sharpe, Patricia McHatton
OTHERS PRESENT	Yvonne Garza
REVIEW OF MINUTES	February 16, 2017 Minutes Approved

AGENDA TOPICS

STATE BUDGET / GOVERNORS HIRING FREEZE EXEMPTIONS UPDATE:

GUY BAILEY / HAVIDÁN RODRÍGUEZ

DISCUSSION	There is a high probability for a budget reduction for the next biennium, but it is too early to indicate what the final budget will look like. Enrollment growth for the Fall is crucial to offset budget cuts. Regarding the Governor's hiring freeze, the School of Medicine, summer instruction, student employment, and student service staff positions were granted exemptions. This freeze does not affect the hiring of faculty for Fall 2017. UTRGV has completed most of the faculty hires; there were 99 open faculty positions to fill.
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WEB CORRECTION PROJECT

JANNA ARNEY

DISCUSSION	A Project Team along with our Web and Marketing Teams have been assigned to evaluate and make changes to all our webpages by the end of April, to include the approved UTRGV history and timeline.
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VOLUNTARY SEPARATION INCENTIVE PROGRAM (VSIP)

HAVIDÁN RODRÍGUEZ

DISCUSSION	We have 87 faculty and 19 staff eligible for the VSIP. Notices have been sent to all eligible individuals.
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SACSCOC

HAVIDÁN RODRÍGUEZ

DISCUSSION	UTRGV has formed a SACSCOC working group to address the issues that led to UTRGV's accreditation probation. The SACSCOC site team visit will occur in October 2017. Due to the complex transition. SACSCOC has approved a waiver of the residency requirement for former UTB/TSC students graduating December 2015 through December 2016. We are working with students to ensure they meet UTRGV residency requirements for the award of their degrees moving forward.
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FACULTY CREDENTIALS

HAVIDÁN RODRÍGUEZ

DISCUSSION	Faculty members must be SACSCOC qualified to teach in the classroom. Each unit must review its faculty credentials to ensure compliance.
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EQUITY ADJUSTMENTS**HAVIDÁN RODRÍGUEZ**

DISCUSSION	UTRGV is finalizing the salary equity adjustments with the College of Health Affairs for tenured/tenure-track faculty. Clinical faculty adjustments are in process. Thus far, a total of 74 salary equity adjustments have been made totaling \$244,363.
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2017 CONVOCATIONS**HAVIDÁN RODRÍGUEZ**

DISCUSSION	Dates have been set for the 2017 academic affairs convocation to be held at both the Edinburg and Brownsville campuses. Preferences have been requested. However, keep in mind if your unit met in Edinburg last year, this year it should be held in Brownsville.
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COLLEGE/DEPARTMENT POLICIES AND GUIDELINES**DEPARTMENTAL MEETINGS****HAVIDÁN RODRÍGUEZ**

DISCUSSION	Encourage your schools/departments to hold meetings to discuss their policies and guidelines. Feedback was received stating that departments were not having enough regular meetings. These meetings are imperative to keep the faculty informed and engaged on such issues to ensure a sense of ownership, participation, support, and community. Moreover, it is an important component of shared governance.
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AY17-18 FACULTY HIRES**MARCY DELEON/HAVIDÁN RODRÍGUEZ**

DISCUSSION	99 faculty searches were approved; the remaining searches must be closed within the next few weeks. March 15 was the deadline to hire all faculty. Some extensions have been made. However, candidates that are considered for tenured appointments must meet with the Provost or his designee.
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UTRGV STRATEGIC PLAN**HAVIDÁN RODRÍGUEZ**

DISCUSSION	A draft of the final version of the UTRGV Strategic Plan has been shared with the university community, including the letter to Dr. Bailey. Kristin Croyle will further discuss at the next AALP.
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PROMOTION AND TENURE:**LISA SMITH/HAVIDÁN RODRÍGUEZ**

DISCUSSION	The University Tenure and Promotion Committee (UC) has been meeting regularly. There are 16 faculty members seeking tenure and promotion to Associate Professor, and 29 seeking promotion to full Professor. In some cases, the promotion/tenure dossiers are incomplete or did not follow institutional policies/processes/guidelines. The UC questioned how these dossiers were able to make it to their level when previous review levels should have already addressed such issues (e.g., Department Committee, Department Chair/Director, College Committee and Dean). It is the responsibility of the Director/Department Chair, and each reviewing level to ensure all of the tenure/promotion policies/processes/guidelines are being followed.
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APPLYING FOR FACULTY DEVELOPMENT LEAVE**KRISTIN LOWE/ HAVIDÁN RODRÍGUEZ**

DISCUSSION	With the feedback received, Ala Qubbaj is revising the Faculty Development Leave application document.
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UPDATES

DISCUSSION	Faculty Affairs and Diversity: <ul style="list-style-type: none"> New Faculty Orientation will be held August 16th in Edinburg and August 17th in Brownsville. New Faculty Reception will be held August 16th at the Performing Arts Complex in Edinburg.
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- There were 34 applications reviewed for the Summer Writing Program, from which 24 faculty members will be selected and awarded \$500 in travel support. The 9 faculty not selected will receive coaching from Faculty Affairs.
- Faculty will be recognized at a luncheon on May 4th at El Gran Salon in Brownsville for their excellence in Teaching, Research, Service, Student Mentoring, and Faculty Mentoring.
- Applications for the U.T. System Regents Outstanding Teaching Award were submitted before the deadline of March 20th. Faculty selected will receive a \$25K award.
- The Faculty Retirees Recognition Reception will be held on May 9th at the Edinburg Visitor Center.

Information Technology:

- UTRGV will be implementing the Human Capital Management and Financial Management Systems PeopleSoft module, with a go-live date in August 2017 and a formal kick off on September 1, 2017.
- Students will no longer have an issue with using one printer. With 'Find my Printer' students can now access any printer across the university and have the ability to print by using a code.

Strategic Enrollment:

- Moving Banner to PeopleSoft Campus Solutions in Fall 2019 (October 2018 for student admission). Registration will go-live Spring 2019.
- Commencement Dates and Times are updated on the [website](#).
Friday, 6pm May 12th - Brownsville Student Union Lawn, All Colleges
Saturday, May 13th - McAllen Convention Center
9am: CECS, Robert C. Vackar COBE and COS
1pm: COE, COHA
5pm: CLA, COFA
- Summer Registration opens Monday, March 27th and Fall 2017 on April 3rd.
- Course reports have been provided and placed on their [website](#).

Student Success:

- Department Chairs are invited to attend the EAB luncheon on March 30th.
- The app tool called "Guide" is being launched for incoming students.
- The Engaged Scholar Symposium is on April 19th at the Student Union Theatre on the Edinburg Campus, and on April 18th at the Brownsville Campus.
- QEP finalists are under review.
- Associate Deans for all Colleges are being involved in a RFP Quantum Leap proposal.

Faculty Senate:

- The "Blue Ribbon Committee" continues to expedite the review and recommendations for key HOP policies.

Women's Faculty Network:

- The Fall/Spring 2017 WFN newsletter was published.
- Faculty participated in International Women's Day on March 8th
- New email address: wfn@utrgv.edu

OTHER ITEMS/ISSUES

NINA YOUNG

DISCUSSION	The deadline for AY2018 faculty workload releases (Form A) is April 10 th .
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ADJOURNMENT	Meeting adjourned at 4:14 pm
NEXT MEETING	April 24, 2017