Academic Council Meeting Minutes – November 4, 2020

**Present:** S. Bailey, M. Duke, E. Faeltstroem, R. Faulk, C. Glenn, K. Locher, R. Martinez, R. Teixeira, B. Tomek

**Absent:** A. Bigby, K. Colwell, A. Hartmann, B. Lagal, J. Lambert

I. Minutes

The October 7, 2020 minutes were approved unanimously.

II. Business

a. **Spring Course Offerings**
   Dr. Glenn said we will continue into the spring with the same course delivery mode that we are operating in now. He asked Deans for their thoughts on what they have noticed so far. Dr. Tomek has not heard any complaints and said everything is going great. She said most faculty realize by doing what we have, we are putting their health first. Dr. Martinez agreed with Dr. Tomek’s statement. Students like the flexibility and she is impressed with how the faculty has handled it. Dr. Teixeira also agreed with the deans. He prefers face-to-face but agrees we are doing great. Ms. Duke said she has received feedback that the students dislike the Teams classes, partly due to strict rules some teachers are enforcing. Some students feel they would get more out of face-to-face interactions, but health and safety come first. Dr. Glenn asked Dr. Teixeira if it would be of value to make the lectures accessible to our students or to the community under certain conditions. He would like to hear from some faculty members on this.

b. **Commencement**
   Dr. Glenn said we are still planning to have three ceremonies each in December and in January, and minimizing the number of people in the venue, social distancing, and mask-wearing. The only issue is the number of tickets. They will be discussing this topic next week at the Executive Committee meeting and talking with Nancy Gresham and Michael Wilkinson. Ms. Duke suggested checking into using VISD’s outside stadium for the ceremonies.

c. **Positions Needs**
   The faculty positions needing to be filled were approved. If there are any staff positions that were unfilled, Dr. Glenn asked for requests to be sent to him, including what the positions are and the reason needed, so he can discuss with the Executive Committee.

d. **Essential Travel**
Dr. Glenn reported that travel is now at the discretion of the vice president. If any travel is required and necessary, requests should be submitted to the vice president of their area.

e. **Annual Report**
   Dr. Glenn said the annual report is coming up. He has received all the feedback from the academic units that are part of his piece of the report. He asked deans to review and cover the high points of their schools/units. The event will be live streamed, and deans will not have to attend in person.

f. **SCH Comparison to Other Texas Institutions**
   Dr. Glenn shared the SCH comparison used for the formula funding and our budget going forward. We have higher enrollment, and the students are taking more credit hours. If not for Sul Ross Rio Grande, ours would be the highest percentage increase in SCH in the state.

g. **DPRs, Academic Plans, & the Coordinating Board Transfer Report (S. Bailey)**
   Dr. Bailey said the Coordinating Board transfer report (00T) is the newest report that is required beginning this year, due on November 1. We must report by state law the reason why community college/lower division credits are not accepted for transfer. For every student who comes to us directly from a Texas two-year institution, we must list the courses we refuse to accept and why. To prepare for this report, they had to set up the DPRs. A consultant was hired and the DPRs are mostly set up. She said they were expensive to create but will be very useful to UHV. They are good for understanding transfer credits, and a good way of doing degree audits.

Mr. Faeltstroem said students have come to him about the advisors not giving them enough information. They are told to take classes but given no plan; then, their last year, an excess number of required classes are causing them not to graduate on time. Dr. Glenn asked deans to make it a priority to establish four-year graduation plans for undergraduate programs. He would like to start seeing these maps that are specific to the semester. Dr. Glenn said he will be addressing this at Faculty Senate on Friday. Dr. Bailey said the academic catalog is the final word. There are parts of the catalog that are not accurate because new courses are still going through Faculty Senate. She said she receives sections to edit in February every year. She suggested advisors teach the students how to find and use the catalog. Dr. Teixeira said Ms. Angela Bigby is invited to the Faculty Senate meeting on Friday to create a better bridge between the faculty and Registrar. He extended an invitation for any of the committee members to attend if they would like to address the faculty. Dr. Martinez explained how School of Education is different from the other schools due to TEA. They make changes/mandates in the middle of year. She would like the academic catalog to be more flexible for instances such as this. Dr. Bailey said there is a policy stating the catalog is updated once a year unless there is an external mandate.
III. Unit Updates

**Student Government** – Ms. Duke said she values student input but will not push for face-to-face classes when COVID rates are still high. Dr. Glenn suggested SGA do a survey regarding face-to-face classes. She said SGA has discussed a couple of surveys and one will go out in the spring. Dr. Bailey said she runs a survey every other year for undergraduates in the spring. She wants to first discuss with Ms. Duke SGA’s survey to make sure they are not asking the same questions.

**Information Technology** – Mr. Faulk commended the student body for taking on the Duo 2 factor authentication with little problems. He is recommending Duo to be implemented on Blackboard next summer.

**Library** – Ms. Locher said for the first time she is working with two graduate students from Texas Women’s University. Part of their graduate school program is to do an internship inside a library. She reported that SGA made a request to the Executive Committee to expand the closing hours of the University Commons building. They are now open until midnight seven days a week. This results in extended availability of the building and Wi-Fi. The two computers on the first floor are hardwired into the network, so university students should not have problems logging into those if they need a computer.

**School of Education** – Dr. Martinez reported they will be inviting someone to interview for the Nursing Director position around the 16th.

**Faculty Senate** – Dr. Teixeira said there will be a Faculty Senate meeting this Friday and they will be discussing the strategic plan. Dr. Glenn said he and Dr. Tomek have been working on the updated version of the summary which considers much of the comments/concerns that were brought forward. Prior to the meeting, he may distribute an updated version to be reviewed and discussed.

**School of Arts & Sciences** - Dr. Tomek reported they hired a new Math lecturer, and she was grateful for Dr. Glenn pushing it through. She has been working on evaluations. Dr. Glenn reminded everyone to be realistic and fair across the board and encourage staff to do well. He said we need to ask people to step up to new levels of abilities, capabilities, and willingness through the evaluation process.

IV. Announcements

- Total number of COVID cases is 35 since March 2020. There are 3 active cases, 1 on campus and 2 off campus.
- National searches for our full-time deans for Arts & Sciences and Education will be conducted by search firms. Search committees will be formed for each search.

As recorded by:
Kendra Matthews