APPROVED AND CORRECTED MINUTES

These minutes are disseminated to provide timely information to the Academic Senate. They have been approved by the body in question, and, therefore, they are the official minutes.

ACADEMIC SENATE MEETING
March 22, 2017


Absent: Pomas Balsara, Dinesh Bhatia, Gail Breen, Nadine Connell, Chris Davis, Gregg Dieckmann, Frank Dufour, Annelise Heinz, Kimberly Hill, Jennifer Holmes, Dohyeong Kim, Syam Menon, Radha Mookerjee, Ravi Prakash, Viswanath Ramakrishna, Mohammad Saquib, Jeremy Vickers, Shilyh Warren

Visitors: Andrew Blanchard, Joseph Campain, Cristen Casey, Naomi Emmet, Serenity King, Abby Kratz, Michele Lockhart, Lauren McLeod, Danny Meyer, Jennifer McDowell, Inga Musselman, Robert Pearson, Clint Peinhardt, Bill Pervin, Marion Underwood, Josephine Vitta

1. Call to Order

President Benson called the meeting to order at 1:02 PM. President Benson gave an update on the search for new members of the President’s Cabinet. The Provost search had just begun. Search committees are being created for the Vice President for Research and Dean of Engineering and Computer Science.

The Texas House and Senate are working on the state budget. At the time of the meeting, there was a discrepancy of $3.5 billion between the two budgets. The main difference that that the Senate zeroed-out all special programs, including the Academic Bridge Program, and “Middle School Brain Years”, from the Center for Brain Health.

The Chess Team left March 22, 2017 to attend their 15th Final Four Tournament in seventeen years. A pep rally for the team was held at noon.

President Benson opened the floor to questions. A question was asked regarding the next building to be constructed on campus. President Benson noted that the next new building will be a science building with classrooms. The university will be repurposing different areas to create new classrooms. The registrar is working to have these rooms for fall 2017 classes.

2. Approval of the Agenda
Richard Scotch move to add a report from the ad hoc OneCard committee, and a brief presentation by student athletes Lauren McLeod and Danny Meyer to the agenda, and to approve the revised agenda. Joe Izen seconded the motion. The motion carried.

3. Approval of the February 15, 2017, Minutes
Murray Leaf moved to approve the minutes. Betsy Schlobohm seconded. The motion carried.

4. Speaker’s Report – Tim Redman
   1. The General Faculty meeting and the Caucus meeting will be April 19, 2017 at noon.
   2. On April 18, 2017, members of the Academic Council will be meet with UT System representatives to discuss Academic Governance.
   3. There are new Regents Rules that redefine some non-tenure system faculty titles. Speaker Redman expressed that he did not have any issues with the changes in the policy. The changes will be circulated to the Faculty Senate, and minor changes will need to be made to school bylaws. A request was made that schools may need to discuss how ‘Professor of Instruction’ will be used in the schools. Further discussion on this topic will take place at the April Academic Council meeting. Deans are welcome to attend.

5. Invitation by Student Athletes – Kurt Beron
Kurt Beron introduced student athletes Lauren McLeod and Danny Meyer. Division III week is April 3-7, 2017. This is UT Dallas’s second year to participate in the event. They invited the faculty to the 2nd annual faculty breakfast on April 3, 2017 at 8 am in the Faculty dining room. They also invited them to a showing of “Kicking and Screaming” on April 4, at 8 PM and to a 5k run/walk on April 8, 2017 at 9 AM.

6. QEP Presentation – Jessica Murphy and Amanda Smith
Jessica Murphy introduced Amanda Smith as the QEP Co-Director. She joined the team as the Student Affairs and Academic Affairs goals are closely related. President Benson approved the QEP proposal to move forward to create a plan to address the needs of all students in their first year at UT Dallas. The program targets specifically four populations of students:

- first time in college students (FTIC),
- new transfer students,
- new graduate students, and
- new international students.

One of the highlights is the creation of a new Student Engagement Board. The board will have representatives from all of the programs that are specifically targeted at students in their first year. This will facilitate groups that previously had little interaction to have to cross-share resources.

QEP will work with the freshman seminar advisory board. They will bring back the possibility of a transfer seminar. They will bring back a common reading for all students. Their belief is that when this failed in the past, it was because of poor follow-up. QEP will address that issue. They will develop a Graduate Student Government body to address their concerns. They will also develop a peer education program for international students. This will include international seminar courses so that they can be introduced to the campus more effectively. The Office of Student Volunteerism will be expanding. They want to encourage professors to encourage service learning in their courses.
Student Government responded that the Undergraduate and Graduate students have different lives and activities, and SG supports the development of the Graduate Student Assembly.

One of the Chancellor’s “pillars” focuses on “Belonging”- Quantum Leap #9. The QEP project is similar to this pillar. It was noted when the QEP director comes on board, grants will be sought. Proposals are being put forth to seek additional funding. A concern was raised that the feedback on the freshman seminar from students and faculty was not very good. They hope to move from compulsory busy-work to active meaningful engagement.

7. Informational: Immigration Concerns on Campus- Cristen Casey & Josephine Vitta
There have been extreme fluctuations in immigration policy in the past three to six months. The campus is deeply impacted by the changes due to 25% of the campus population being international. The International Student Services (ISS) website offers information and support for the international community. It was noted that many of the international student feel isolated and the ISS office hopes to help them feel a sense of belonging. It was noted that there has already been a drop in 120 applications due to the current political environment. The office will be debuting a “YouAreWelcome” video to show support for the international students. They reminded the Senate that International Week will be April 10-14, 2017. The floor was opened to questions.

A question was raised regarding the housing of international student on the campus. International students have had difficulty in the past finding on campus housing due to a variety of factors. A request was made that another presentation be made in the fall to update the faculty with any changes.

8. Informational: Update on ‘Shadow work’ process- Frank Feagans, Joe Izen, Brian Dourty
Vice President and Chief Information Officer gave a presentation to the Academic Senate with an update on the Shadow Work Progress. A copy of his PowerPoint presentation is in Appendix A. The presentation included the recommendation for the creation of an eForm Working Committee.

9. Texas Council of Faculty Senates and UT System Faculty Advisory Council Reports-
Murray Leaf & David Cordell
The TCFS spring meeting was held at the Embassy Suites Austin Central, February 24 and 25th, 2017. Richard Scott and Murray Leaf attended for UT Dallas.

There were two speakers in one panel.

1. The first speaker was Bill Powers, former president of UT Austin and current president of the American Association of Universities. Powers spoke about the political attacks on higher education in America. He strongly endorsed the film *Standing the Beast* and reiterated its major thesis. The arguments of the political attack don’t make sense but they don’t need to. It is sufficient for those behind them that the result is a continuing reduction of funding. The attacks are extremely serious. If successful, they would end the leadership in education that America now exercises and benefits from. He also noted, however, that in the case of the University of Texas Austin the attacks were largely beaten back. He especially praised students and alumni organizations, but also recognized that the support for the administration was across the board—in the press and the public and the faculty—and that this unity was important in itself. He considered the focus of the attack
primarily to be University "liberalism," and hence university support for liberalism in politics in general.

2. The second major speaker was at the dinner Thursday evening. This was Dr. Michael Olivas, interim president of the University of Houston–Downtown. His topic was related. It was the current status of the very large mostly Spanish-speaking population of students in Texas, including his own institution, who are attending under the terms of Deferred Action for Childhood Arrivals (DACA) and Deferred Action for Parents of Americans and Lawful Permanent Residents (PACA). The Trump administration’s anti immigration policies threaten to end these arrangements.

DACA was issued in 2012 by the Department of Homeland Security. It is for people who were brought to this country as children by parents who entered illegally. It allows them to stay and complete their education. The “deferred action” is deportation. It sets no fixed date or interval for the action. When the order was issued, the hope was that by some time in the not too distant future Congress would pass a law regularizing their status in a humane way. This has not happened. If the provisions are allowed to lapse they will be deported to a country where they have not grown up and which they do not know, with all the talents and knowledge that would have made them good and constructive citizens of the United States.

PACA dates from 2014. It is a comparable administrative order that allows deferred action for the parents of children born in the United States or who are permanent residents of the United States, even though those parents themselves have entered illegally.

Dr. Olivas specifically addressed the current movement to declare campuses “sanctuaries.” He strongly argued against doing so. His reason was that sanctuaries in this sense have no legal status and provide no protection, but with the present administration they are very likely to attract punitive action, against which the students will have no defense.

3. The panel was a discussion by three people who made the transition from faculty to administration, often several times. It seemed to be well received, but I do not think it addressed the key question of how an administrator who identifies with faculty should act in order to engage faculty.

4. The other major activity of the meeting was campus reports. The reports were fairly bland, in part because members were asked to address the impact of the hiring freeze. The uniform situation was that nobody knew exactly what this would be. As part of the UT Dallas report, I read out our resolution in support of President Benson regarding President Trump’s orders on immigration. This got a favorable response and was brought up by the representative from another school in the discussion with Dr. Olivas. His response made it clear that the two situations should be kept separate. Again, it was noted that it isn’t helpful to the students concerned to declare a campus a “sanctuary.” It has no legal status, and is likely to expose students to deportation procedures for which they have no legal recourse.

5. In the discussion of possible future programs, shared governance re-emerged as an important concern. We agreed that non-UT campuses and systems should try to take advantage of the present interest in the topic within the UT system.

10. Student Government Report – Akshitha Padigela –President of Student Government
Ms. Padigela’s term will end on April 30, 2017. Student Government elections are taking place March 20-24, 2017. She urged students to come out and vote. Comets Remembered is attempting to get a concrete reminder on the campus. This is done by engraving a stone in the reflecting pools. Also books dedicated to all the lost Comets are being placed in the McDermott Library. The UT Dallas application is being updated, and recommendations from faculty would be appreciated.

Going forward into the next Student Government term SG will be focused on bringing student art to campus and moving the campus from STEM to STEAM, with an A for art. SG will be working to make tuition and fees more transparent to students. They are working to allow student to see what their money goes toward. This will be in the form of pie charts that show how much goes to teachers, athletics, buildings, etc.

Student Government is challenged with how to respond to the immigration concerns on campus. They are working with the campus diversity group and other groups to bring all immigration and international information to students through a forum.

11. CEP Proposals- Clint Peinhardt
   A. New Certificate in Research Accounting
      Clint Peinhardt moved on the behalf of CEP to approve the new Certificate in Research Accounting. The motion carried.

   B. New JSOM Concentration on Business Analytics
      There is a huge demand with for undergraduates with business analytics background. Clint Peinhardt moved on the behalf of CEP to approve the new Concentration on Business Analytics. The motion carried.

   C. CORE Additions/ Changes
      The changes are mostly Arts and Humanities courses, which expand the choices available. The classes are similar to other core courses at other institutions. Clint Peinhardt moved on the behalf of CEP to approve the CORE Additions/ Changes. The motion carried.

   D. Undergraduate Degree/ Program Changes
      There were substantial changes to some of the degree plans. The undergraduate degree/ programs in the School of Management had the most changes with updated wording, new concentration, and professional development courses. Clint Peinhardt moved on the behalf of CEP to approve the undergraduate degree and program changes. The motion carried.

   E. Graduate Degree/ Program Changes
      The changes seen in the report are from the programs that have come through Academic Senate in the past year. Clint Peinhardt moved on the behalf of CEP to approve the graduate degree and program changes. The motion carried.

   F. Undergraduate Course Inventory
      Two hundred and fifty total courses, 136 Additions, 90 removals, 24 edits were made. Twenty- Three of the courses were repeatable, most of which are related to the new philosophy program and ATEC consolidation. Clint Peinhardt moved on the behalf of CEP to approve the undergraduate course inventory. The motion carried.
G. Graduate Course Inventory
Two hundred and five total courses, 100 Additions, 64 removals, 41 edits were made. Forty-one classes were repeatable. Clint Peinhardt moved on the behalf of CEP to approve the new graduate course inventory. The motion carried.

H. New Catalog Language on no transfer credit for WCEM Courses
Some community colleges have been using skill-based courses as credit toward a Bachelor degree. The updated language clarifies that the university would not accept WCEM or ESL course for credit toward a Bachelor degree. Clint Peinhardt moved on the behalf of CEP to approve the new catalog language on non-transfer credit for WCEM Courses. The motion carried.

12. Add to September 2016 minutes regarding A&H bylaws- Murray Leaf
Murray Leaf moved:
“Since the box below document titled School of Arts and Humanities Bylaws was approved by the Academic Senate at its meeting of 21 September 2016, replacing the text circulated in the agenda packet, and since the Minutes of that Senate meeting have already been approved, the Academic Senate instructs the Secretary of the Senate to add the present text to the minutes of the September meeting as an appendix.”
Richard Scotch seconded. The motion carried.

13. Report from the ad hoc OneCard committee - Murray Leaf
The committee met on March 2, 2017. Terry Pankratz reported that it has been more difficult than expected to make the needed changes to SciQuest to use as a portal replacing CTIT, or in addition to CTIT, to gain programming flexibility and to be able to provide clearer instructions. He also reported, however, that his group had found a way to respond to faculty concerns about redundant certifications of entered data, which waste time and increase the possibility of errors. The number of verifications would now be reduced to two: 1) the person who entered the data, and 2) a second person as a “check.” Who would be responsible for the check would depend somewhat on the procedure, whether it went through SciQuest or account reconciliation.

In further discussion, Mr. Pankratz proposed a solution to the problems of awkwardness and redundancy in entering receipts and the information that the receipts contained. He thought all receipts could be uploaded directly into box.com folders, one for each user. From there they could be accessed by whoever needs access for compliance and accounting. The group agreed that this would be an excellent solution if it were possible. In effect, accounting would set up a box for each user and invite them to use it. They would then sign in with their university ID. Anyone else who needed to access it for accounting purposes would have the material at their fingertips. Box.com has a search facility. Faculty could write explanatory notes directly on the material they scan. Mr. Pankratz said he would discuss this with the other concerned offices including Contracts and Grants.

The group also discussed a proposed redesigned travel reimbursement form. Everyone agreed it looked good and would be a substantial improvement in efficiency and clarity.

Dr. Leaf asked if it would be useful to expand the membership of the group, such as to include representatives of Contracts and Grants or IT. The group agreed that this would not be helpful at
this stage. We should first figure out what to do and then involve IT. Progress so far looks very good.

The group agreed to meet again in one month. The group members are: Murray Leaf mjleafi@utdallas.edu, Tres Thompson tres@utdallas.edu, William Hefley web150130@utdallas.edu, Joseph Izen jce@utdallas.edu, Jennifer Holmes jholmes@utdallas.edu, Nicole Smith nss012000@utdallas.edu, Deborah Reynolds dar150630@utdallas.edu, Jene Janich jmj101000@utdallas.edu.

14. Revisions to UTDPP1019- Committee on Committees Charge – Tim Redman
Bill Hefley moved to approve the revisions to UTDPP1019. Murray Leaf seconded. The motion carried.

15. International Education Development Committee Charge- Serenity King
A proposal was offered to convert an ad hoc committee to a University Committee -- the International Education Development Committee. A proposed committee charge was presented which included the addition of faculty members. Student Government offered a friendly amendment to include student representatives. Richard Scotch moved to approve the draft with the amendment to include students. Bill Hefley was seconded. The motion carried.

16. Revisions to UTDPP1092- International Oversight Committee – Serenity King
Richard Scotch moved to approve the revisions to UTDPP1092. Murray Leaf seconded. The motion carried.

17. Adjournment
There being no further business, Richard Benson adjourned the meeting at 2:40 PM.

APPROVED: Tim Redman
Speaker of the Faculty

DATE: 12/27/17
UPDATE ON SHADOW WORK PROCESS

FRANK FEAGANS
Vice President/Chief Information Officer
March 22, 2017

HEADLINES

• The PeopleSoft functional areas and OIT are very concerned about productivity issues impacting faculty and their administrative support.
• We are actively working with faculty to address a list of specific concerns.
• Going forward, we want to partner with faculty and academic staff to implement a sustainable solution that ensures they are sufficiently involved in human factor decisions.
• The current PeopleSoft governance/development process lends itself nicely to assimilating broader request channels.
BACKGROUND

02/01/17. Several Administrative Leadership attended the Academic Council meeting to hear the output of the "Shadow Works" committee led by Dr. Joe Izen. The primary goal was to address human factor issues with PeopleSoft functionality.

02/13/17. A meeting was held between OIT and Joe Izen, Gopal Gupta, Jennifer Holmes, and Betty Albritton, to review a list of human factor issues they are having today.

02/23/17. OIT took the human factor issues list and created a service request ticket for each one. Each ticket was categorized/assigned to the appropriate PeopleSoft functional area (using the "JIRAt"-based ticket management system leveraged already for all PeopleSoft development).

03/20/17. OIT met with Dr. Izen and walked him through the current PeopleSoft development process, showing him how the issues will be managed and tracked.

03/21/17. Discussed approach with PS Executive Committee, Dr. Blanchard, and Dr. Hefley.

HUMAN FACTOR ISSUES LIST

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4/11/2017
PEOPLESOFT DEVELOPMENT PROCESS

Requests
- Faculty
- Department Heads
- Academic Staff
- Administrative Areas
- Other Users
- Executive Steering IT

PeopleSoft governance
- HR
- Payroll
- Registrar
- Financial Aid
- Purchasing
- Bursar
- Etc.

OIT PeopleSoft development teams

FEEDING SYSTEM/MONITORING DASHBOARD

EFORMS WORKING COMMITTEE IDEA

**Charge.** Determine the optimal process for integrating faculty and academic staff feedback into PeopleSoft "eForms" development.

**Membership.** Proposed committee representation will include faculty (2-3), Dean's office (1-2), Department heads (1-2), academic staff (3-4), PeopleSoft functional stakeholders (4), Office of Research (1), and OIT (1).

**Provisional.** Report back to Senate within 1 year to assess.
NEXT STEPS?