## The University of Texas at Dallas

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# AGENDA

## 2018 SACSCOC Reaffirmation Leadership Team Meeting
## December 14, 2016
## FO 2.702

| | | |
|---|---|---|
| 1. | Call to Order  / Approval of Minutes | Serenity King |

2. Informational Announcements                                          Serenity King
   A.   Workflow
   B.   SACSCOC December 2016 Accreditation Actions and
        Public Disclosure Statements
        http://www.sacscoc.org/dec2016actionsanddisclosurestatements.asp

3. SACSCOC Annual Conference: Debriefing                                 All
   Attendees:

| | | |
|---|---|---|
| President Benson | Marilyn Kaplan | Jessica Murphy |
| Courtney Brecheen | Serenity King | Inga Musselman |
| Deanne Englert Britton | Kimberly Laird | Ben Porter |
| Joshua Hammers | Murray Leaf | Gloria Shenoy |
| Jennifer Holmes | Michele Lockhart | Beth N. Tolan |
| Karen Huxtable-Jester | Debbie Montgomery | Mary Jo Venetis |

4. Adjournment                                                           Serenity King

# 2018 SACSCOC Leadership Team
## Meeting Minutes
Wednesday, September 28, 2016 2:00PM
Lonestar Conference Room, AD 3.104

I. **Attendees:**

Serenity King (Chair), B. Hobson Wildenthal, Josh Hammers, Mary Jo Venetis, Nicole Leeper Piquero, Kim Laird, Jessica Murphy, Joanna Gentsch, Clint Peinhardt, Vy Trang, Simon Kane, Ryan Dorman, Simon Kane, Marilyn Kaplan, Murray Leaf

II. **Approval of August 04, 2016 meeting minutes**

Mary Jo Venetis moved to approve, Nicole Piquero seconded the motion. All in favor – minutes approved.

III. **Announcements**

Leadership Team Changes

Dr. Michele Lockhart was introduced to the team. She will be replacing Mary Jo Venetis on the team. Dr. Murray Leaf, Vice-Speaker of the Academic Senate and Chair of the Faculty Committee, was introduced to the team. There are some items for discussion that need to be shared with the team.

November 1 Deadline/ Compliance Certification Report (CCR) Project Timeline

Serenity reminded the team that the Nov. 1 deadline for the first draft of the narrative is rapidly approaching. Michele has created a project management plan with the order in which the principles will be reviewed. Serenity and Michele will be the primary authors of the CCR. The committees will be able to see the updated versions of the principles as they are worked on so if the committees have any questions, they can be addressed in a timely manner. In June/July of 2017, 4 at-large members of the university will be identified and asked to edit the CCR draft.

Dr. Belle Wheelan Email Message Re: Performance Metrics

Accreditors have been asked to evaluate performance metrics such as 4-year graduation rates (<25%) and high student loan default rates. This does not apply to UT Dallas as we are well below the national average.

IV. **Steering Committee Items**

Faculty Committee

Dr. Leaf spoke about the faculty hiring incentive programs language. The Faculty Committee felt that the current UT Dallas policies do not adequately cover/explain the

program. A suggestion has been made to add language to the existing policy or add some details to a webpage that describes the programs. The specific programs are the STARS and the Affirmation Action/Opportunity Hire programs. There is a sense from the faculty that the notable STARS hires do not feel obligated to have the same responsibilities as the current notable faculty. There has been a suggestion that there be more faculty involvement in the hiring of STARS faculty. As far as the Affirmative Action program, the School Deans have a great deal of discretion on the final hiring decision. A statement of principles regarding the program is being discussed.

Academic Freedom & Intellectual Property

The Faculty Committee is concerned with the UT System policy that they are requiring institutions to adopt regarding intellectual property. The Senate is considering writing their own intellectual property statement. The Intellectual Property committee will work on this statement. Dr. Leaf is the chair of this committee. University support is undefined. The Senate would like to define that any faculty research that is less than $10,000 will not be considered university support and any research that is more than $10,000 and the university is claiming ownership, then there needs to be a written contract.

UTDPP1088 Faculty Senate vs. Academic Senate

Serenity asked for the official name of the Senate. Is it Faculty or Academic Senate? The Senate is denoted differently across campus. Dr. Leaf suggested that "Faculty Senate" be used for consistency.

**ACTION ITEM:** Serenity will contact Christina McGowan to update the Senate webpage.

HOP

Student Affairs has a webpage that is named "HOP" and contains only Student Affairs policies. Dr. Leaf suggests that all the Student Affairs HOP be migrated to the Policy Navigator. During the 2007 Reaffirmation, all the university policies were migrated to the Policy Navigator. The content owners of each of the policies were asked to regularly update the information. However, some of the policies have not been reviewed so they are not viewable. Student Affairs has not yet agreed to the Policy Navigator. Business Affairs has used the Policy Navigator and taken down their handbook. However, the policies that are not directly handled by PTG is not linked to the navigator. There is no consistency in the location of the policies. SACSCOC requires institutions to have one HOP.

**ACTION ITEM:** Josh Hammers will speak to Student Affairs (Dean Fitch) about using the Policy Navigator instead of individual links.

There is a mandate that all policies be reviewed every five years.

Definitions/Expectations for Nontenure "Promotion" and UTDPP1062

There is a no clear policy for how nontenure faculty are promoted. Full-time and part-time status needs to be defined.

**ACTION ITEM:** Faculty Senate will add nontenure promotion rules to school by-laws to the agenda.

Institutional Effectiveness Committee

Strategic Planning

UT Dallas' strategic plan to THECB is due in April 2018. Dr. Benson is preparing to update the plan. Serenity has a meeting scheduled with Dr. Benson on Oct. 14 and they will discuss the plan for updating the strategic plan. Committee members should use the current strategic plan from 2013 when updating the CCR but should be aware that the information will change.

Outcomes/Student Achievement (Survey)

It is a requirement that outcomes be posted online. The Office of Marketing has agreed to not use the Career Center survey results in printed and online marketing materials. Josh Hammers discovered that the Career Center has been using survey software that costs $39,000. The Career Center does not want to use this software anymore. Demos of two other software suites will be given in the next two weeks but Josh is not willing to move forward with any products at the moment. He would like to explore other options such as Qualtrics. Undergraduate Education sends Qualtrics surveys to students and the response rate is high.

Learning and Student Resources Committee

Student Complaints

A creation of a log of student complaints across campus is a requirement. Josh Hammers found that spreadsheets are not a viable method for logging these complaints. Complaints need to be defined.

**V. Action Item Summary**

Serenity will discuss the strategic plan, the outcome/student achievement website, HOP, and student complaint log at her next meeting with Drs. Benson and Wildenthal.

Dr. Leaf will add UTDPP1062, STARS language and Faculty Senate name update on webpage.

## VI. QEP Update/Topic Selection

Development committees have been created for the next phase of the QEP process. The committee has 33 members. Subcommittees will be created and each will be assigned an objective. The outcomes will be presented to the Leadership Team at a later date.

## VII. Meeting Adjournment

# SACSBOX WORKFLOW



start

A1 Original → A2 Cleaning → A3 First Review

B1 Scored 1 · B2 Scored 2 · B3 Scored 3 · B4 Scored 4

C1 Writing SXK · C2 Writing MXL

D1 dox Review · D2 Content Hold · D3 Second Review

E1 Editorial Review · E2 Published (web)