**Alvarez College of Business Faculty Forum**

**Friday, February 12, 2021 1:00 p.m. via ZOOM**

**Attending:** Aimee Laun, Albert Huang, Amir Karimi, Andrea Marquez, Anthony Rios, Anuradha Roy, Arkangel Cordero, Ashwin Malshe, Brandon Howard, Brian Wolfe, Bruce Rudy, Cheryl Linthicum, Dan Davied, Dan Hollas, Dan Sass, David Han, David Johnson, Deepa Chandrasekaran, Dennis Lopez, Don Lien, Catalina Zarate, Edgar Ghossoub, Elaine Sanders, Gaye Preston, Glenn Dietrich, H.R. Rao, Hamid Beladi, Harrison Liu, Huy Le, Jeff Boone, Jennifer Yin, Jihye Jung, John Wald, Juan Manuel Sanchez, Juan Mao, K.K. Raman, Kai Xu, Karan Bhanot, Karen Williams, Kefeng Xu, Kevin Grant, Keying Ye, Les Doss, Linda Shepherd, Lisa Montoya, Lynda de la Vina, Maho Sonmez, Marco Villarreal, Mark Leung, Max Kilger, Min Wang, Minghe Sun, Natasha Burns, Nicole Beebe, Onur Bayar, Palani-Rajan Kadapakkam, Pamela Smith, Patrick Lee, Philip Menard, Tom Thomson, Ram Tripathi, Ray Teske, Richard Gretz, Rick Utecht, Rita Mitra, Robert Castaneda, Samson Alva, Sharad Asthana, Stewart Miller, Thomas Cannon, Tony Ciochetti, Vic Heller, Wenbo Wu, Wendy Frost, Xiaolu Zhang, Yinlong Zhang, Yvette Sands, Zhongxia (Shelly) Ye, Zijun Wang

I. Dr. Thomas Thomson called the Faculty Forum to order.

II. Approval of minutes – Dr. Thomas Thomson.

Before the minutes were approved, Dr. Thomson asked Dr. Teske for a report on the electronic votes for the election of officers for both the Undergraduate Faculty Forum and the Graduate Faculty Forum for 2021. The electronic vote on officers for the Graduate Faculty Forum had enough votes to meet a quorum: Dr. Elaine Sanders was elected Chair, Dr. Karen Williams was elected Secretary, and Dr. Ray Teske was elected Parliamentarian. The electronic vote for Undergraduate Faculty Forum officers did not have a quorum so a voice vote was held in the Zoom meeting: Dr. Thomas Thomson was elected Chair, Dr. Karen Williams was elected Secretary, and Dr. Ray Teske was elected Parliamentarian. Minutes of the Oct. 11, 2019 meeting were then approved.

III. Interim Dean’s Report by Dr. Pamela Smith

1. Changes to the HOP have resulted in changes to titles for non-tenure track faculty. NTT faculty are referred to as Fixed-Term Faculty (FTT) faculty. New titles are identified and described in HP 2.02. New Guidelines for Fixed-Term Faculty Recruitment, Evaluation and Promotion are outlined in HOP 2.50. Departmental Review Committees (DRCs) are now in the process of reviewing promotion packets for FTT faculty that will take effect in Fall 2021.
2. Dr. Smith welcomed Mr. Brandon Howard, Lecturer III in Accounting, who joined us this spring semester.
3. Applications for Interim Associate Dean of Undergraduate Studies are being accepted until Friday, March 12. Dr. Kevin Grant was thanked for his invaluable service to the college and wished well on his retirement at the end of the summer.

IV. Editorial Update to Bylaws – Dr. Tom Cannon

1. The Executive Committee noted that changes to HOP 2.02 regarding FTT titles necessitates an editorial change to our COB bylaws to reflect the new titles where applicable. An electronic vote on these editorial changes will be forthcoming. An e-mail will be sent to all voting faculty after the 14 day required notification period has passed.

V. Faculty Workload Assignment Policy – Dr. Dan Hollas

1. Dr. Hollas reviewed a brief history of the work that has led to the new Workload Policy.
2. The proposed changes to the various tracks regarding workload percentages were highlighted.
3. The addition of the Teaching Overload and Overload Compensation section was discussed.

VI. Undergraduate Programs Committee – Dr. Ray Teske

The timeline for the Undergraduate Program Committee revisions was reviewed.

VII. New business – there was no new business.

VIII. Adjournment – the Undergraduate Faculty Forum was adjourned at 1:49 pm.

**College of Business Graduate Faculty Forum**

**February 12, 2021**

I. Dr. Elaine Sanders called the Graduate Faculty Forum to order.

II. Graduate School – Dr. Elaine Sanders

1. Graduate Council has 21-23 Graduate Catalog changes underway.
2. The new National Perspectives speaker series hosted through the 100% virtual Center for Graduate and Postdoc Career and professional Development was announced. The three-part format of speaker, panel, and career talks will provide networking opportunities and career readiness.
3. New Graduate Faculty and Staff Awards were announced. Nominations from each college for these awards should be submitted to the Graduate School by March 29.201.
   1. **Graduate Program Awards –** Three awards will be granted annually. Each award includes a $5,000 honorarium for the program and a citation presented during Graduate Student Appreciation Week. The **Innovation in Master’s Admissions Award** and **Innovation in Doctoral Admissions Award** recognize the use of innovative and evidence-based criteria in making admissions decisions. One winner in each category will be selected from each of UTSA’s seven academic colleges for these $5,000 awards. The Graduate School Award for **Outstanding Enrollment Growth in a Master’s Program** will recognize the Master’s program with the highest increase in year over year enrollment. A 5,000 award will be made annually to the program showing the greatest percentage increase in student enrollment over the previous year.
   2. **Graduate Student Awards –** up to 28 awards in each of the 4 categories will be made annually. Each award includes a $1,000 honorarium and a citation presented during Graduate Student Appreciation Week. One winner will be selected from each academic college for each of the following categories: **Outstanding PhD Dissertation Award, Outstanding Thesis Award (Master’s), Outstanding Non-Thesis/Capstone/Project Award (Master’s), and Outstanding Graduate Teaching Assistant Award.**

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III. COB Bylaws change for the MSDA program – Dr. Dan Davied

1. Changes to the COB bylaws for the MSDA Program Committee regarding committee membership are proposed to help better distribute the workload of the committee. Since there are only 3 departments involved in the degree having 1 member from each of those 3 departments was not enough to adequately address the work of the committee. An electronic vote on these editorial changes will be forthcoming. An e-mail will be sent to all voting faculty after the 14 day required notification period has passed. In response to a question about the role of the Program Director, Dr. Sanchez provided an overview and explanation of the charge of the graduate program committees and the roles of the participants, including the Program Director.

IV. Update on Graduate Programs – Dr. Dan Davied and Dr. Juan Manuel Sanchez

1. Dr. Davied reported on the growth of the COB Master’s Programs. The COB accounts for 60-70% of the growth of graduate enrollment for the university!
2. Dr. Sanchez gave an update on the PhD program.
   1. There has been a 9% growth over 2020 primarily driven by the increase in the number of part-time PhD students.
   2. There were 17 COB PhD graduates in 2020 – the largest class so far. Placements were strong for these candidates.
   3. Goals for graduate education in the COB include relentless search for excellence and opportunities, to provide excellent professional development opportunities to our students, consistently place our students in top industry jobs and at R1 universities, and contribute to NRUF funding and tier 1 status.
   4. In response to a question about the continued waiver of GMAT scores for Master’s admission, it was reported there was strong sentiment in the Graduate School to suspend required scores indefinitely for Master’s students.
   5. In response to a question about funding of the PhD program in terms of the IRM model and current budget shortfalls, Dr. Sanchez explained that the PhD program has been historically underfunded and that creative funding is always required. However, the PhD program is considered to be a strategic program for both the COB and the university so we plan to move forward with the goal of recruiting 6 fully funded PhD students for the coming year.

V. New Business – there was no new business

VI. Adjournment - the Graduate Faculty Forum was adjourned.