Faculty Affairs News 182 Dec. 2, 2021

Upload Your Spring Syllabus

It is that time of year again! Please upload your syllabus files into Canvas. Give the system about an hour or so to sync up and you should be able to see the syllabus link on your faculty web profiles.

Please confirm that each section of your courses have syllabus links on your web profiles.

- New this year - Texas law requires including the cost of textbooks and other required materials including software. This new law also requires the syllabus to be posted 30 days before the start of classes.
- Remember, you can post a draft syllabus now, and update it later! You can watermark it as a draft.

UT System HSI Scholars Program

The Latino Research Institute at UT Austin is laying the groundwork to develop a University of Texas System Hispanic Serving Institutions (UT-HSI) Scholars Program. The purpose of this program is to support the academic careers of tenure-track and non-tenure track assistant professors and researchers in the social and behavioral sciences (public health, social work, demography, anthropology, education, psychology, and sociology) that are committed to serving Latino undergraduate students, to develop as independent scholars and achieve tenure and/or promotion at the six UT-HSIs: El Paso, San Antonio, Austin, Arlington, Rio Grande Valley, and Permian Basin. This program is designed for early career faculty whose research focuses on the health and wellbeing of the U.S. Latinx population from social determinants of health to life-course perspectives.

We are conducting a brief (7-10 minutes) needs assessment on-line survey with individuals that may benefit from this program. Please forward the attached flyer to faculty on your campus who may be interested or benefit from this program. This is the link to the survey and to a brief description of the UT-HSI Scholars Fellowship Program.

Updating Personal Information in UTShare

The Office of Human Resources reminds faculty to review and update your personal details via UTShare at least annually, or whenever changes occur. Your participation in keeping this information up to date ensures the university has accurate information for the online UTA directory, emergency contacts and demographics for federal, state and university reporting compliance.

To review and update your personal details:

- Log in to UTShare.
- From the Employee Self Service Portal, click on your Personal Details tile.
- Use the left-hand navigation to review and update your personal information.

Additional information and instructions are available on the Human Resources webpage.

NTT Promotion Dossiers in Digital Measures Workflow Workshop

DFA will host two workshops on December 9th at 10 am – 11 am to help faculty who are preparing their dossier for NTT Promotion. Invitations to the Teams meeting will be sent to the faculty who have let their chairs know that they are planning on applying for promotion. Please let your department chairs know if you are planning on applying.

End of Semester

As we wrap up the semester it is important to remember that finals need to be offered during the scheduled time. This helps student avoid schedule conflicts.

ACUE Spring 2022

Faculty Affaires invites you to earn a Certificate in Effective College Instruction endorsed by the American Council on Education (ACE) through an innovative, online course in Effective Teaching Practices offered by the Association of College and University Educators (ACUE).

ACUE's course, recognized by Quality Matters, addresses a wide range of practical and evidence-based teaching practices shown to promote student success in a face-to-face and an online environment. We have a few open positions for the spring 2022 cohort. All full-time faculty are welcome to apply by Dec. 8, 2021. Information about the program and application info is available here!

Research Enhancement Program Grants

The Research Enhancement Program Grants are short-term, one-time support for faculty research projects and professional creative activity. The grant serves as seed funding for launching new research and as a foundation for future research funding from external sources.

- **The system will open for submissions at 1 PM Monday, November 8, 2021**
- **The system will close for submissions at 4 PM Friday, December 10, 2021**

To view the guidelines click here. To submit a REP grant proposal (starting November 8, 2021) please visit this site here. For more information, please visit the Office of Regulatory Services.

Do you know...

That this is a great time to think about a thank you to a staff person!

If you have difficulty accessing the content in this announcement, please report accessibility issues to Faculty Affairs, facultyaffairs@uta.edu or (817) 272-7422.

Faculty Affairs | Trinity Hall, Room 106 | 817-272-7422

Upcoming Events

View more **upcoming events** on our Faculty Affairs website.

OIT Corner

PowerPoint Live

Teams has a built-in feature that allows the sharing of a PowerPoint presentation in a meeting while giving the presenter access to slide notes, notation tools, and other presentation controls. Find out how to use PowerPoint live by reading this article.

LinkedIn Learning

LinkedIn Learning offers over 16,000 online courses for all UTA faculty, staff, and students. Users should log in to LinkedIn Learning using their UTA email address and password. Visit the OIT website to learn more about this powerful service.