

Minutes

February 6, 2018, 6:00 PM, the Mt. McLoughlin Room of the College Union (Klamath Falls) and Conference Rooms #402 and #225 (Wilsonville).

Attendance/Quorum

President David Thaumert called the meeting to order at 6:00 pm. All senators or alternates were present except Monica Breedlove.

Approval of Minutes

Minutes of the November 7, 2017, meeting were approved as written; these were previously tabled due to a question whether an *ad hoc* committee was convened to explore Human Resource practices. Upon review of the meeting recording, there was no action on this suggestion. Mark Clark moved and Iris Godwin seconded a motion to approve the minutes as written. As there was no discussion, the motion passed with no opposition nor abstentions. Mark Clark moved and Yasha Rohwer seconded a motion to approve the minutes of the December 5, 2017, meeting. There was no discussion and the motion passed with no abstentions nor opposition.

Reports of Officers

Report of the President – David Thaumert

- David reported that he attended the December meeting of the Board of Trustees in Wilsonville. He stated there was not extensive Senate business as it was only the end of the fall term. He presented the Senate report that included:
 - Committee charges.
 - The tone of leadership between Faculty Senate, the new University President, Provost and developing good back-and-forth communication.
 - A Board member recommended that high school recruitment be done with OIT students and not faculty as the students “will be much more engaging than faculty” (to the high school students viewpoint)
- David discussed the Town Hall format and charges with Dr. Nagi.
- SenEx held a meeting with the Provost, the VP of Finance & Administration, and the Human Resources (HR) Director to cover Senate and faculty concerns on HR practices. These discussions included tone, transparency, developing a roadmap for student complaints, and how to keep faculty, administration and HR informed.
- David continued communication with the Provost over a broad range of topics.
 - HEROES was discussed, in the context of the learning curve using this new HR hiring system
 - Dr. Nagi is interested in a possible service award for adjunct faculty for years of service.
- Sharon Beaudry has sent out broadcasts for election of a new Faculty Senate President. She will talk more on this later. Everyone is encouraged to vote and to remind others to vote also.
- FCC committee leadership will be adjusted as the Chair Eve Klopff will have a reduced workload spring term. Joe Reid and Steve Schultz have been asked to co-chair.
- Next year the meeting location for Faculty Senate may change to Sunset due to space needs and improving audio visual capability and equipment.

Report of the Vice President – Sharon Beaudry

- Sharon stated that the voting announcement went out Monday, February 5, 2018 and will continue through next Monday, February 12, 2018 via Qualtrics. So far, she stated she has been notified of only one qualified individual who did not receive voting information. She is working with IT to figure out what the problem is and to resolve it so there are no repetitions of the problem.

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- Sharon stated that she was unable to attend the Academic Council meeting held January 19, 2018, but she shared the notes from that meeting:
 - Dawn Lowenstein reported that on the Open Educational Resources issues, they are calling for proposals to redesign courses to use open resources.
 - Stephanie Pope, of the Budget Office is developing goals. A short term goal is to develop transparent budgeting, be more active, and provide FAST training. Long term goals include forecasting models and training.
 - Jim Jones in IT is developing a proposed lease arrangement for all campus computers. This will be a 4-year cycle with regular replacements and IT will be in charge of the program. IT will purchase and maintain computing equipment for classes, offices and laptops.
 - Workload updates are being analyzed by Farooq Sultan. He has obtained data from department chairs and will work on this in February.
 - The equipment proposals that were due in January are being reviewed at this time and decisions will be announced at the new academic council meeting.

Report of the ASOIT Representative – Faith Lee

- February 8-9 will be the campus blood drive.
- Blackout will be on February 10. ASOIT has shirts for \$5.00 or three cans of food.
- ASOIT has been working on student concerns on the parking policy. Faith has a finalized proposal available, as the one included in the reading packet is a draft. She stated that ASOIT's fall survey of student parking concerns were covered in a meeting with Campus Security. The main concern is the back-in policy. She stated that President Nagi spoke to the students on this and they are hopeful the policy will be revised. Faith stated that replies from Campus Security did not address rationale only re-stated what the current policies are. Additional student concerns include the lack of parking and additional shortages due to campus construction projects. The question was raised whether the parking policy has an actual OIT policy number. If so, then Faculty Senate will need to approve ASOIT's proposed amendment to the policy as part of that policy's referral to President's Council for final approval. The proposal was approved by 100% of the Senate.
- The next issue ASOIT will look into is the no skating policy on campus.

Reports of Standing Committees

Faculty Rank Promotion & Tenure (RPT) – Matthew Sleep

- Matthew stated the committee has completed their first two charges.
- They are currently working on the non-tenure track (NTT) faculty policy. A policy was passed by faculty senate in June of 2017, but not signed by the President's Council. They met with the Provost to discuss some of the issues. Currently, there are eight NTT positions approved for hire this year. The committee hopes to develop policy on this. Job descriptions, titles, contract terms, etc. all vary and the committee wishes for clarification and policy so that expectations can be explained.
- Matthew reported on the December meeting with the Provost. At that meeting there was some clarification of issues. The Provost stated that at that meeting, he feels that the current policy is written close to where he believes a revision will go. He does not believe that NTT language is positive. He would rather the position be known as "professional" and tenure track (TT) be known as "professorial". Matthew stated that RPT and the Provost are very close in their visions of NTT and TT language.
- The Provost also spoke briefly about HEROES and he believes this new system is helping to get processes in place.
- Mathew brought up the third charge, which he read from page 17 of the packet. Matthew stated that the committee first asked "What problem are we trying to solve?" They believe that to be clarification of how the third year review is done and what its purpose is. They believe the review should be constructive. The committee

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saw a disconnect, as often faculty would obtain tenure and then received no promotion in their department. RPT believes every department should keep the review system they prefer. They do not recommend a formal third year review; they would rather it be an informal process. The committee would like to meet with all new faculty, meet during convocation and to get to best practices. One observation was that some department chairs are not as good as others on faculty reviews. If nothing is formally adopted across campus, what recommendations could the committee make to ensure faculty get good feedback and the department chair, Dean and Provost are all apprised of the reviews. Possible solutions could include additional training for chairs and a measure of quality control with a review of third- or fourth-year faculty by the Dean and/or Provost. The question was asked as to where the problem lies in causing faculty to obtain tenure and then not get promoted. One faculty member stated they had found the third-year review most helpful. They received good feedback on areas to work on over the next two years prior to their five-year review.

- RPT's main concern is if there is a formal, required third-year review, it may become punitive. If the review is formal then records are kept versus informal, oral records and the formal records would become part of one's portfolio.
- Mark Clark shared that in the past, Faculty Senate voted to not require formal third year reviews. He stated much of this decision was based on the perception of senior faculty that a formal review would require sitting on additional committees. He also stated that in his department, the third-year review mirrors the 5-year review process. The faculty member must prepare a portfolio, gather documents, prepare narrative, etc. Other departments only require a narrative. Others are done orally.
- Matthew stated that if the third-year review was adopted formally, that would only leave two years before the required five-year formal review and the committee fears a concern of research faculty and an increased concern of roadblocks of creative works will ensue.
- The question was asked why a policy is not crafted so that each department can develop their own informal policy on third-year reviews. Matthew stated this goes back to the quality of the feedback for success of the review to aid faculty improvement.

Faculty Welfare – Yasha Rohwer

- Yasha passed out a small handout with the proposed word changes on the Charter. He moved and Mark Clark seconded, a motion to approve the Charter wording changes. There was no discussion and the changes were approved unanimously. David Thaemert stated that all Charter amendments will be compiled for presentation to faculty at one time, once all changes have been approved. The wording change that was approved by Senate is:
 - **Standing Committees:** ~~The Senate shall have, but not be limited to, the following committees: The Senate shall have, but not limited to, the committees listed below.~~ The chair of each standing committee shall be assigned by the Senate President and shall a) have at least one year of recent service on the committee; b) be tenured; and c) be a Senator. If no faculty member is available with all these qualifications, co-chairs who collectively meet these qualifications will be assigned. The Senate committees include the following:...
- Yasha reported that he met with the Provost and Faculty Senate President concerning the revision of last year's workload report. Both the Provost and Faculty Senate President agreed that it is a good idea to form an *ad hoc* committee to draft a formal workload policy. Drs. Michael Hughes and Kyle Chapman, both current members of the Welfare committee, have volunteered to serve on the committee. Members of RPT and FCC will also serve on the *ad hoc* committee. It will be an institutional committee rather than a Faculty Senate committee. Welfare is close to finishing the revised workload report and this revised report will be given to the *ad hoc* committee once completed and will also be presented to Faculty Senate.
- The charge, regarding online checks in class, will be reported next meeting.

Academic Standards – Veronica Koehn

- Veronica stated that the committee received approval in December to draft new policy for Digital Badging

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- The committee is working to present changes to the Foreign Language requirement by March to meet catalog deadlines.
- The committee is tabling the ESSE transcription charge until the ESSE is more formalized.
- They hope to work on the fourth charge in April

Faculty Compensation (FCC) – Eve Klopff

- Eve stated FCC has had one meeting thus far. Their next meeting will be with the Provost and they will be discussing the framework for compensation. Revisions to the Charter have been tabled until the compensation review work is completed.
- The next meeting will include a look at chair compensation.

Reports of Special or Ad Hoc Committee

- None.

Unfinished Business

- None.

New Business

- None.

Open Floor Period

- Terri Torres stated that she met with President Nagi regarding communication concerns. The President stated he is willing to meet with faculty, so if anyone has questions, please get them to Terri and she will schedule a meeting for faculty only, with the President.
- Mark Clark mentioned that there will be a forum regarding the unionization of OIT faculty on February 27. This forum will be for information dissemination only. The meeting will be streamed to Wilsonville if possible. More information will be coming in the next weeks.
- Eve Klopff mentioned that two faculty members had notified her that HR had indicated that the faculty members should have reported her (Eve's) pregnancy to HR immediately upon learning about it, and that this mandatory reporting is being required for all information which might trigger an FMLA leave request. An example related to Eve by one faculty member involved HR personnel learning from Facebook about someone's family being in a serious accident over the weekend, and having been obligated to report that to HR. Eve indicated that, if there has been a change in state or federal law involving mandatory reporting, that HR should probably do training on that change; otherwise, if this is an internal policy change, that there should still be additional training and also possibly some discussion on this policy change.
- Dean LeAnn Maupin shared that NWCCU has approved our revisions to our Credit for Prior Learning policies. We are now in compliance with their second accreditation recommendation.

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- Barbara Neal, Director of Sponsored Projects & Grants (SPGA): Shared that the SPGA website has been revised by adding a Grant Alerts section for upcoming grants. She also mentioned that, if any faculty are seeking funding, the SPGA office will inform the requestor, along with their department chair, Dean, and Provost in the email communication, as an indication that interest is being shown in by the requestor.

Report of the Provost – Gary Kuleck

- Dr. Kuleck stated that ABET has given accreditation for the Mechanical Engineering BS in Portland Metro.
- From the President's Goals from the May Retreat and Convocation, the Provost has requested three or four elements of academic planning (Goal #4.)
- Gen Ed reform is under way.
- The Provost will be sending out a newsletter that will have all this information and more.
- Seth Anthony, in Academic Excellence, is doing an incredible job. He is currently determining barriers and challenges to Academic Excellence and working with GEAC and a small group of faculty on this.
- Seth will also be developing a report for every department on how best to go forward in General Education reform. This report will be completed by Convocation. The Provost also stated that the ESSEs will be looked at and he and Seth are looking into several programs for possible use for evaluation of transfer student records.
- The Provost and President are seeking community input and feedback to increase feedback on best practices. They want essential studies as a test project on twitter-like medium.
- Pilots for ESSEs- this has been extended and the goal is to see where best to “tweak” the model for maximum improvement.
- HB298- HECC has seven faculty representatives at IOF. They are looking to see the impact on transfers in student counts.
- Creative works has a goal to help faculty achieve their goals.
- OREC has been revitalized and is being headed by Mason Terry, who wants many other departments to work in collaboration on the project.
- KEEN Conference in January was attended by several in different departments at the request of the Provost. The KEEN Foundation strives to keep the US in the forefront in innovation and entrepreneurialism. Eight faculty attended the conference and will make presentations at one of the Provost's Seminar series. The provost hopes these seminar series will help establish and highlight on campus, higher education trends.
- The Provost Seminar Series is being hosted by the Provost as he believes it “matches who we are”. The firstSeries will be next Tuesday with Michael Hughes speaking. The following one will be presentations by the KEEN Conference attendees. He has asked S. Pope (Business Development), HR and IT to do some interactive events and welcomes any suggestions.
- He prefers the use of the term “professional” track versus NTT and believes the policy could be completed in the next month or so.
- The equipment requests, approximately \$1.5 million was requested.
- He is looking for the proposal of the IT centered computer purchases and cycling.
- He stated that on sabbatical applications this year yielded a bumper crop of applications (28 application quarters with 12 quarters of funding available). There are new guidelines but older applications will be grandfathered.
- The Cornett renovation has seen a lot of work completed. Phase 1A is scheduled for a May or June finish and Phase 1B will follow.
- The new building, which we have received funding for, is ready to enter the design phase. It is hoped that the building will truly be a showcase to recruit new students, excite alumni, solicit donations, and entice industry to work with the university.
- Dean Maupin stated the news that the Applied Behavioral Analysis (ABA) program has been approved for the Autism Clinic, that will work in conjunction with Sky Lakes Medical Center, in Klamath Falls near Washburn and Crosby. Renovations on the property have begun.

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- The search for the ETM Dean is on-going. It appears there are a good number of strong candidates in the applicant pool. It is expected that the applicant pool will be released to the Search Committee, chaired by Roger Lundgren, at the end of February. There appears to be approximately 60 candidates at this time.
- The Associate Provost of Academic Affairs position in Wilsonville will be posted. This position will work with graduate students.
- Another position recently approved for posting is a Grants Accountant position. This position will assist special Projects and Grants.
- The Librarian search is being worked on at this time.
- Three candidates were hosted for the General Counsel search.
- Candidates for the Director of Admissions will be on campus this week.
- Matthew Sleep mentioned that in regards to Creative Works, there will be a lot of changes and there will need to be uniformity as the Promotion Advisory Committee assess all reviews. He questioned whether any timeline had been created for this. This is a cultural as well as a language shift as to what creative works really is. The Provost agreed there will need to be a lot of work on this. He also wondered if there was any thought on a timeline for this. The Provost stated that he agreed that the timeline for this would probably be along one given the need for faculty to develop creative works. He believes if new faculty are worked with and given training, there should be an evolution of thought and there should also be a good deal of flexibility built into the program.
- Terri Torres asked if anything has been done yet regarding the Academic Calendar, specifically in regards to Thanksgiving week and chair time. This has been discussed with the President. There are several challenges, such as a fixed start date, the needs for Convocation, and the need for seat time to avoid accreditation problems. David Thaumert stated that the *ad hoc* committee on this conducted a survey and brought an option to the Senate. This option was voted down. The committee has not been disbanded. Terri asked about doing a second survey. The Provost asked about what other universities are doing. The Provost asked that Terri email him on this matter and to get a broader feel across all the campuses to address the issue. David stated that he and the Provost could discuss this later. Aja Bettencourt-McCarthy stated that student preferences should also be considered and David thought this might best be handled by ASOIT.
- Terri also asked about Department Chair training. The Provost is looking into what training can be done and when trainings can be held, hopefully in spring. Dr. Nagi came from an environment where Professional Chairs were hired to focus on faculty, fundraising, multiple campuses, workload, etc. and supports the possibility of this option.

Report of the President's Council Delegate – David Thaumert

- No report.

Report of the Association of Oregon Faculty (AOF) Representative – Christian Vukasovich

- No report.

Report of the Interinstitutional Faculty Senate (IFS) Representative – Mark Clark

- Mark Clark reported that discussion at IFS of HB2998, the community college/university transfer mandate, continues. He went on to say HECC, the Oregon public universities, and Oregon community colleges are discussing this bill as well, and that a preliminary draft of proposed changes is now under review. Matthew Sleep then briefly described the draft, and pointed out that the last page of the Senate information packet for this meeting contains the most recent recommendations for General Education and transfer credits. A final version of the proposal will be ready for Faculty Senate review in the near future.

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Report of the Fiscal Operations Advisory Council (FOAC) Representative – Terri Torres

- Terri stated they will be meeting next Friday. She stated a subset of the committee and some additional faculty are working on a funding model and will report on that later.

Report of the Administrative Council Delegate – Lindsey Davis

- Lindsey reported that the Council conducted a survey of Administrative Staff. They presented the findings to the Board of Trustees but have not yet heard back from the Board. Based on the survey findings, they will focus on several issues for the remainder of the year. One issue is looking at the possibility of donation of leave time for classified staff. Another issue is the possibility of merit based pay increases. The last issue is to improve communication between faculty and staff. They will first look at establishment of different modes of communication. Questions that they are asking are: why do some communications get out and others don't? What is the best "common ground" for communication? Should it be OIT emails, google, etc.?

Adjournment

David Thaumert adjourned the meeting at 8:38 PM.

Respectfully submitted,
Don McDonnell, Secretary
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