

Oregon TECH

FACULTY SENATE

Minutes

Dec. 6, 2016, 6:00 PM, Mt. McLoughlin Room, College Union

Attendance/Quorum

President David Thaumert called the meeting to order at 6:00 pm. All senators or alternates were present. A quorum was determined.

Approval of Minutes

Minutes of the Nov. 1, 2016 meeting were approved as corrected. One correction was made on the Association of Oregon Faculty (AOF) report. Their next meeting will be at the end of December, not November, as written.

Reports of Officers

Report of the President – David Thaumert

- President David Thaumert added one more item to tonight's agenda. This would be item 9 (b), Bylaws Review, to be added to New Business. Mark Clark moved, Don McDonnell seconded the motion. Motion carried, no abstentions and no opposition.
- The Board has announced the selection of a new President of Oregon Tech, Dr. Nagi Naganathan. David stated that he is looking forward to working with the new President, as Dr. Naganathan has expressed interest in and concern with faculty issues and welfare.
- Brian Fox, VP of Finance and Administration, will present an update of the budgets later in the meeting. David also mentioned that Dr. Jay Kenton, Interim President, called for faculty, classified staff, students and all universities to present a unified front to the Oregon Legislature. There are going to be real challenges with the upcoming budget due to budget shortfalls.
- There have been some discussion on course wait-listing as a way to determine demand. Faculty already have the ability to wait-list, with assistance from the Registrar's Office; there is some use of wait-listing at this time but it is limited in use. The General Education Advisory Council (GEAC) is interested in using the information to facilitate Oregon Tech to best allocate resources by following class trends. In January 2017, the Registrar's Office will conduct wait-list training for all Scheduling Coordinators. Senators inquired if anyone other than the Schedulers Coordinators would be trained, how the data would be gathered and utilized, among others. More information will be forthcoming from the Registrar's Office in January.
- The last item mentioned was that of the Faculty Senate meeting packets. David explained that sending hardcopies to all Klamath Falls Senators costs approximately \$40 per month. David asked that if anyone preferred receiving a digital copy, as Wilsonville does, to contact Don McDonnell, Faculty Senate Secretary.

Report of the Vice President – Hugh Jarrard

- Hugh gave a report on the upcoming elections for Interinstitutional Faculty Senate (IFS). He stated that the elections committee, using Qualtrics, received 8 nominations (75% were from HAS and 25% from ETM). Some of these candidates have withdrawn. The final slate of candidates for the IFS At-large position is: Christian Vukasovich, Joe Reid, Matthew Sleep and Scott Prah. This finalized slate of candidate's names and their statements will be sent out next week with a Qualtrics survey to all eligible faculty for their votes. Given the holiday break, the elections will remain open until January 18, 2017. The results will be emailed to all faculty at that time, as there is no Faculty Senate meeting in January.
- Hugh then reported on Academic Council, which met on Nov 4, 2016 to discuss resource allocations and requests for equipment and faculty positions. The meeting reviewed the process through which a rubric was developed to guide funding and the Provost Leadership Team recommendations based on Departmental Strategic Plans. Then recommendations were given for 1) the immediate funding of recommended equipment requests (some of which were external grants requiring matching funds in order to not be lost), 2) recommendations for replacement positions, pending the Governor's Recommended Budget (GRB), and 3) the analysis of new

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positions (requiring more information and prioritization, as funding comes available). Department Chairs will take these decisions back to their respective Faculty. Academic Council will next meet on January 24, 2017.

Reports of Standing Committees

Faculty Rank Promotion & Tenure (RPT) – Ken Usher

- Ken referred to reading packet pages 8-9. The committee is working on the charge regarding size limit on portfolios. He moved that the attached report be adopted. Mark Clark seconded. Discussion followed. One question was about the use of the word “occasionally” in the first paragraph of page 8. Another question addressed the review of web pages. It was voiced that possibly a “screen shot” could be used, especially when the document in question is a co-authored article. Another concern was the stability of the web content of the portfolio during the review by committee. Another question was whether student numerical evaluation report files would be included in the portfolio, individually or as one file. General agreement was that those evaluations should all be in one file, in Section II of the portfolio. Mark Clark made a friendly amendment to the motion to remove, from page 9, the word “probably”. Motion was passed to adopt the report with the friendly amendment. No opposition, no abstentions.
- Regarding the second part of his report, that which concerns the requirement of a Master’s degree or higher for advancement, the committee gathered information from several departments. For Respiratory Care, there are only a few programs offering Master’s or higher degrees. For Paramedics, there are no programs. But the Paramedic department stated that they would like to see such programs developed. For Clinical Lab, there are programs but currently most faculty do not have a degree beyond a Bachelor’s. Several faculty do have post-Baccalaureate certifications. Dental Hygiene does have some Master’s programs but not in some of the specialties, which require training certifications and experience. The committee is trying to write policy for advancement in tenure track and how to address the requirement of a higher degree so that individual departments can have discretion on this requirement. One question asked was if the university (Oregon Tech) should require more than a technical school. Another question was whether Faculty Senate is voting to formalize positions and to add security. Dean Maupin stated that experiential learning appears to be overlooked and that possibly everyone needs to question where Master’s or higher degrees are needed in the promotion track. She stated that in the last two years the departments have had the choice to hire teachers to teach without tenure track. It was also brought up that Faculty Senate had voted to make policy that a maximum of approximately 30% of faculty could be non-tenured track. This policy may not be enforceable. At this point, Ken stated that he had adequate information to take back to the committee for additional work.

Faculty Welfare – Yasha Rohwer

Yasha stated that the committee has met but due to scheduling problems, they have not been able to hold their regular meetings. However, the first charge, the “White Paper” is now ready and will be presented in a future meeting. On the second charge, workload, they should have all their questions ready in two days and will interview Department Chairs during winter term. On their third charge, regarding Committee Chair assignments, they are researching additional information on this process of selection.

Academic Standards – Chris Caster

Chris stated that the committee has met regarding Competence Pathways for Degree Completion. Work on this charge is reported in the packet on page 11. They found that the maximum allowed for experiential learning will remain at 25%. Chris moved that this report be accepted. It was seconded by Mark Clark. As there was no discussion, the motion passed with no abstentions nor opposition. He stated that revisions made to this policy last year were held and not presented to President’s Council. They will now go to President’s Council for consideration.

Faculty Compensation (FCC) -- Sharon Beaudry

Sharon stated that the committee met with MGT mid-November. MGT has completed all of their studies but the committee realized that additional work was needed on the Oregon Tech side. The committee met last week with

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SenEx, Dean Neupert, Brian Fox, and members of administration to address additional questions. A working group will meet again next week to try to answer any remaining questions. This group will consist of: Dean Hallie Neupert, Brian Fox, Suzette Yaezenko, Chief of Human Resources, Sharon Beaudry, Joe Reid and Steve Schultz to prioritize identified issues so they can submit additional Oregon Tech information to MGT. MGT will report their findings and make a presentation to faculty. Brian Fox stated that when the report is received from MGT it will be released. This delay is caused not by MGT but by Oregon Tech. Part of the reason for the delay stems from the fact that there is a new team from Oregon Tech. Dean Neupert has replaced ex-Provost Brad Burda and Suzette Yaezenko has been added. FCC and Administration are working together to develop policies and wish to identify issues that have surfaced from policies currently in place. They hope to address these issues prior to the hiring of a new Provost.

Reports of Special or Ad Hoc Committee

None.

Unfinished Business

None.

New Business

- Brian Fox stated that the Oregon Governor's Requested Budget (GRB) was released early in December. The university will know specifics regarding the legislatively-adopted budget in June or July 2017. The budget shows state revenue to be \$19 billion for the next biennium. This is a \$1.7 billion shortfall, approximately 10%, which equates to approximately \$2.5 million per year in reduced funding to Oregon Tech. Another factor affecting the university budget is the increase of approximately 4% for PERS (Public Employee Retirement System). This increase and the 4% COLA granted during week 6 of Fall term means that there will be significant budget pressures which may require tuition and/or enrollment will need to increase. Despite these challenging figures, he believes overall Oregon Tech is in a strong position though all areas of expense and revenue need to be looked at.
- Regarding the capital project (the new engineering building), some bonds have been swapped in the GRB requiring a larger institutional match. Lottery dollars that fund athletic teams and scholarships were zeroed in the GRB, although this common budget proposal practice is Oregon Tech and other universities will be working with legislative leaders to have this reversed. ETIC funding is the same as last year.
- OSU grew enrollment, Oregon Tech was flat and all five other state universities saw a decrease in enrollment. He stated that Oregon Tech must continue to focus on meeting analyzation is needed to address labor market demands with current programs. We will need to ensure we are offering programs with high market demand, which leads to steady, high enrollment and allow us to maintain sound fiscal footing.
- The Foundation raised \$1 million so far this academic year. Brian is pleased to see that the incoming President has a strong track record of fund raising. However, fund raising alone will not address the budget shortfalls. He stated that Oregon Tech will need to trim expenses in some areas and identify where we need to grow and invest to put us on a growth trajectory.
- President David Thaemert presented several proposed Bylaws revision concepts, which are listed on page seven of the packet. He stated that early in the fall, queries were sent out for feedback. Four items were identified as needing review.
- IFS selection. As elections are currently being held, this review will be delayed until after elections are complete.
- Election of Senators. There were requests for more clarity on how Senators are elected and the geographic needs of representation. The wording is confusing and Wilsonville stated desire to be more involved in the election process.
- Informed electorate. Additional information is needed as to who is running and address the "why me" questions. All nominees shall write a statement to address what they can bring to Senate and why they will be a good choice.
- Meeting Agenda. The meeting agenda was reorganized so that currently the Standing Committees are at the beginning of the meeting and all others follow. One question was asked by several Senators and that was why the ASOIT representative report is at the end of the meeting. It was stated that it might be a nice courtesy to move

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this report earlier in the meeting. This way, the student representative can leave, if needed, and still fulfill their obligations as a Faculty Senate representative.

- Discussion of items two, three and four followed. First, regarding the election of senators, there were comments that open elections using Qualtrics seem to work well, as shown by the higher response in the Spring 2016 elections. Also, with the online elections, Wilsonville faculty felt more “included” when they were given the ability to easily vote in the elections. Several Senators mentioned that they would like to solicit feedback from other faculty about the election process and also solicit opinions on representation of non-Klamath Falls campuses. SenEx would like to know these comments.
- Second, candidates’ statements tell voters why the candidate wants to be their representative and what they expect to get out of the experience.
- Third, the agenda items were reorganized to move Senate business to the first part of the meeting. It is felt that Faculty Senate business should take priority. Discussion followed and one possibility mentioned was to move the Open Floor section where all “outside” speakers have the opportunity to speak, to the first part of the meeting. This would allow the individuals to leave if they so desired. The Administrative Council member, as a non-voting member, stated she would prefer the opportunity to speak earlier in the meeting and this would also provide the opportunity to stay for the entire meeting if desired. David called for a vote on the “sense of changes” to the Bylaws. The move of ASOIT to the beginning of the meeting was approved. Moving Open Floor to the beginning was not approved. Both decisions were the result of the entire Senate vote with no opposition nor abstentions. David stated that SenEx will consider these comments.

Open Floor Period

- Terri Torres suggested that the academic calendar be looked into. The reasons listed were,
 1. The fall calendar is too short.
 2. Thanksgiving week had many classes cancelled by faculty. (One reason may be that, with campus closing at 1:00 on Wednesday, if there are multiples of sections, the sections will not be on the same schedule.)
 3. The fall calendar is awkward with where the break falls.
 4. The students are placed in a dangerous situation if the roads are bad by being forced to leave at 1:00 on Wednesday.
- Terri proposed forming an Ad Hoc committee, composed of students, the Provost, faculty, Finance and the Registrar’s office, to create a calendar that works around Thanksgiving leave, Dead week and finals. Dean Maupin stated that the Executive Staff discussed this issue. She stated that the academic calendar is set by the President and suggested that an Ad Hoc committee could make recommendations to the incoming President. It was also stated that SenEx is already discussing this issue.
- Christian Vukasovich mentioned that he thought the university should consider adding a pub to campus. Currently, many campuses do have an on-campus pub that facilitates meetings and social gatherings. It was also mentioned that a pub can be a very good money-maker with the right management. Dean Maupin suggested that this idea be proposed to the Executive Staff along with the academic calendar issue.
- David Hammond stated he thinks that there should be shared governance decisions on a Departments’ decision of tenure versus non-tenured faculty. He stated that the previous President made an economic decision on this matter. A non-tenured faculty member can allow for an option on funding. If all faculty are tenured, funds cannot be moved to a department that may be growing and need additional funding. Currently, Oregon Tech has the highest percentage of tenured faculty in Oregon. There are currently no guidelines or criterion on how to advance and he thinks this needs to be addressed.

Report of the Provost – given by Dean LeAnn Maupin

- Dean Maupin reported that there are currently five new positions being considered and they are moving one to an on-line position and one to Wilsonville.
- She stated that they are considering options of the use of some non-spent equipment money.

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- The new budget allows for approximately \$660,000 in funds for the purchase of larger ticket items but they are looking for additional funds, as much of the equipment needed is specialized, costly, and would exceed this amount. There is the possibility of some donor funds coming through.
- A consultant has been hired to conduct a feasibility study on a Doctorate of Physical Therapy (DPT) program. The consultant has just finished compiling information which includes start-up, hiring of faculty and staff, all course syllabi, researching the need for a public option in PT and surveying current Licensed Physical Therapists (LPT) in Oregon. The consultant has staff recommendations ready and Dean Maupin will put all the information together to present to the Provost and President's Council. A DPT program must be accredited before the first student graduates. As there is only one DPT accreditor, therefore 2019 is the first possible time that Oregon Tech's potential DPT program could be added to their list for proposed accreditation. She said there are still many hurdles to cross before this could become a reality. This program would be a four plus three program, a three year program following a Bachelor's degree. The current Oregon Tech healthcare programs could potentially be a good feeder source for the program. Dean Maupin is sending all the reports to the Natural Sciences department for their input.

Report of the President's Council Delegate -- David Thaumert

David reported that President's Council has not convened since the last Faculty Senate meeting.

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

Christian stated that AOF expressed the opinion that as less money is being received from the state, tuition most likely will be increased. He also stated that the Governor's team announced that Higher Education is important to them and several legislators on this team are very interested in higher education. On Monday, December 12, 2016, House bills will be discussed. He will give additional information at the next meeting as it is so early in the legislative year.

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

Mark stated that IFS has not yet met.

Report of the Fiscal Operations Advisory Council (FOAC) Representative -- Hugh Jarrard

- Hugh stated that at their meeting on December 4, 2016, they discussed a number of topics including 2016 enrollment numbers and the Finance and Facilities Quarterly Report. In enrollment news, enrollment headcount has increased across the University by 1.6%, excluding high school students. If high school students (Advanced Credit Program) are included, the increase has been a total of 9.3% increase over 2015 (Discussion among Faculty Senators at this point revealed that somewhere around 5% of these ACP high school students actually come to Oregon Tech). Among delivery locations, Online showed the greatest change with an increase of 14.5% over 2015 numbers. Overall, Oregon Tech now has 5,232 students (breaking the 5,000 student mark).
- At that meeting, Brian Fox also gave the Finance and Facilities Quarterly Report, outlining an established set of quarterly metrics that track the financial progress of the institution. Revenues and expenses are basically on track with last year. A dominant theme arising from this discussion was the financial ambiguity that faces the institution as we await final allocations by the Governor. The GRB (Governors Recommended Budget) has been preliminarily announced at \$667 million, which is flat from the previous biennium but considered good news in the face of other declines. Given increased costs of PERS however, the institution will face significant financial challenges in the future (for example, it is estimated that a 7% increase in student tuition would be required to cover the increased costs in this one budget item alone). Currently, plans are being made for three scenarios: an increase in funding over the GRB, funding at the GRB, and a decrease in funding below the GRB. All three will require some increase (to differing degrees) in tuition and enrollment. Discussion then surrounded aggressive plans to take control of this financial reality to best position the institution for success in the future (using increased marketing and retention, for example, to increase enrollment). In good news, general fund appropriations were up slightly, and given an increase in graduates from Oregon Tech, led to additional monies through the 'SSCM True Up'.
- In additional news, revenues appear to be tracking well relative to budget, and an announcement on a possible 4% COLA may be made soon by Interim-President Kenton.

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- Additional discussion surrounded renovations to provide a Student Recreation Center at Klamath Falls, and the recommendation from staff on the creation of a 'quasi-endowment' that would protect financial resources for use in long-term goals. The meeting was then adjourned due to time. The next meeting will be on January 20, 2017.

Report of the Administrative Council Delegate -- Leanne Reed

Leanne stated that they are still collecting information and will have a date for staff training at a later date.

Report of the ASOIT Representative -- Gaius Nikola

Not present.

Adjournment

President David Thaumert reminded everyone that there will not be a meeting in January, as the term will not have started by the first Tuesday in January. The next meeting will be Feb. 7, 2017 at 6:00 pm.

Motion and second to adjourn; motion carried and the meeting adjourned at 9:28 pm.

Respectfully submitted,
Don McDonnell, Secretary
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