Minutes

The Faculty Senate met on October 3rd 2023, in the Sunset Meeting Room of the College Union (Klamath Falls campus) and via Zoom for Portland-Metro faculty and others attending remotely.

Attendance/Quorum

President Terri Torres called the meeting to order at 6:00pm. All Senators or alternates were in attendance.

Approval of Minutes

The minutes for the September 2023 Faculty Senate meeting were approved with no changes.

Reports of the Officers

Report of the President – Terri Torres

- Update on Provost Mott. She is still in the hospital. Surgery went well. She has UTI, blood infection, and a feeding tube. She still plans to be back soon.
- Simple Syllabus: we had a presentation and thought we would be using it. From Carrie Dickson (Online), we are looking for volunteers to be champion/super user for SS. Looking for at least 2 volunteers each from ETM and HAS. Thanks in advance for your support. The plan is to move to Simple Syllabus winter quarter. Randall asked about what they would do in advance of everyone using it in Winter.
- The Stay Survey that was developed last year is with HR. Sandi Hannan has said it will come out in November. It has been expanded to include all Oregon Tech employees. We had hoped to pilot it this summer, but that didn't happen, so it will be rolled out in November.
- Terri spoke with Drs. Nagi and Mott about general education review, but it is "struggling" right now given the Provost's office challenges.
- Charges for standing committees still coming.
- Hopefully this year: academic program review (not PREC) to better programs and support budget requests. Board wants staff review of fiscal health. There is $25M in sustainability funds for TRUs and PSU; Dr. Nagi is looking at ways to spend this money (transfer pathways, geothermal power plant, expand dental/ABA/DPT clinics, direct admissions pathways, cybersecurity program, revisiting USSE shared services).
- ETM Dean Search. 33 formal applications.
- CIO good pool of applicants.
- VP of Student Affairs search is active.
- Director of Applied Computing search is now active.
- Accreditation.
  - Convocation presentations highlighted the positive outcomes of NWCCU visit.
  - There were 4 recommendations that have not been publicized, but are available on the Provost's page (https://www.oit.edu/sites/default/files/2023/documents/Commission%20Letter-Oregon%20Institute%20of%20Technology-%20June%202023.pdf):
    - Recommendations Substantially in Compliance but in Need of Improvement The Commission recommends that Oregon Institute of Technology:
    - Recommendation 1: Spring 2023 Evaluation of Institutional Effectiveness - Develop decision-making structures and processes, which are documented and publicly available, and which include provisions for the consideration of the views of faculty, staff, administrators, and students on matters in which each has a direct and reasonable interest. (2020 Standard(s) 2.A.4)
    - Recommendation 2: Spring 2023 Evaluation of Institutional Effectiveness - Employ faculty and staff, sufficient in role, number, and qualifications to achieve its organizational

responsibilities, educational   8060 165th Ave NE, Suite 200 | Redmond, WA 98052 | nwccu.org objectives, establish and oversee academic policies, and ensure the integrity and continuity of its academic programs. (2020 Standard(s) 2.F.3)

- Recommendation 3: Spring 2023 Evaluation of Institutional Effectiveness - Use an ongoing and systematic evaluation process to inform and refine its institutional effectiveness and assign resources. (2020 Standard(s) 1.B.1)
- Recommendation 4: Spring 2023 Evaluation of Institutional Effectiveness - Provide evidence that its planning process is inclusive and offers opportunities for comment by appropriate constituencies, allocates necessary resources, and leads to improvement of institutional effectiveness. (2020 Standard(s) 1.B.3)
  - o Next visit Spring 2025 to review progress.
- Enrollment: down 5.4% in enrollment (not including ACP credit). Headcount down 5.5%.
- Terri handed out potential charges for Senate Committees (CJ emailed to Senate list, **see attachment**). Terri read them aloud. Discussion of many charges:
  - o AS3 comments – we voted to have the option of summer term running 10 weeks, as long as that was just an option. We want AS to survey students and faculty so we come up with something effective. The duration and mode doesn't matter to the Registrar.
  - o Matt Schnackenberg advocated for AS1 charge regarding AI. We need policies. Discussion about academic honesty, syllabus policies, citation, nuances of plagiarism by AI, etc.
  - o COPS2 – One specific issue: if someone is granted time, should they include all five years, even if at a different university. This is unclear in the policies noted.
  - o COPS 4 – There is no pool or offices available for emeritus faculty. This needs to be fixed.
  - o COPS5 – Paper due dates during finals week don't require a meeting but perhaps don't satisfy the existing policy.
  - o Ken suggested fixing policy number 20-040 Instructional Faculty in COPS1.
  - o COPS5 could be Academic Standards? – Ken
  - o COPS6 – Ken: is this ready to be built into policy. What about piloting other methods (Ken and Matt).
  - o Randall: what is the specific issue with COPS1? Terri: NTT promotion policy didn't pass. Dr. Nagi would like OIT-20-040 revised to address not just tenure track. Dr. Nagi reviewed the tenure-track policy and suggested changes. COPS1 is a charge to review TT and NTT policies. Revisited the NTT policy timeline from this summer: senate, attorney, president's council, Dr. Nagi for signature.
  - o CJ: Isn't there a proposed timeline for review of policies that hasn't been adhered to? Terri: yes. 30 days on the attorney's desk. But it's been since June. Kamal: but isn't that moot because we have new changes to propose based on Dr. Nagi's feedback?
  - o David Hammond: can we have a summary of the TT policy changes that were recommended? Ken and Matt, maybe but it would be better to have conversation with Beverly before we do that.
  - o FSDEI1 – Similar to charge last year and work with HR to get this information.
  - o Terri: any additional charges, let your SenEx members know.
- End of president's report.
- Kamal: any update on committee assignments? Terri: Soon, hopefully, but hard to know with Dr. Mott's situation.
- Matt asked to revisit active searches. Any new positions? Dean Peterson: AVP of Strategic Enrollment Management is also open. Dan: ETM Dean search committee is meeting Friday for preliminary interviews. SEM had interviews last Friday. CIO has been selected and candidate will start November 1. Terri: AVPAE? Beverly: we are revising position description and they will now work with faculty committee to review and start search.

Report of the VP - Deb

- Academic Council meets next week, so no report yet.

Report of ASOIT – Thomas Long
- We had officer transitions.
- New president couldn't attend and sent Thomas.
- ASOIT excited to have student voices heard here this year.

Report of Admin Council Delegate – Kelly Sullivan
- Solicit feedback from classified staff more effectively.
- Continue support for compensation study for admin staff this year.
- Increase awareness of institutional departments. Silos make it hard to know what's going on around the institution. Will spotlight different departments.
- Provide more PD opportunities to staff.
- Support the onboarding of administrative staff. Get new folks connected with colleagues and community.
- Summer Games were sponsored.
- A lot of new staff started this summer and she can send those names for inclusion here.

Report of the Provost – Abdy Afjeh
- Congratulations and getting courses going.
- Correction: we have 44 applicants for ETM Dean. There were some activities in spring, but slowed down in the summer with faculty off contract. 10 candidates and 2 alternates selected for preliminary interviews.
- Provost Mott: we hope she recovers quickly.
- Terri: how many candidates for CIO position? Abdy: 3 candidates and 3 finalists interviewed on campus. New hired comes from Tennessee Tech and has a good deal of experience.

Report of President's Council Delegate
- Haven't met but will meet soon

IFS Rep – David Hammond
- First meeting is this Friday at OSU. No agenda available yet.
- Ryan Madden has seen agenda
  - Government Relations
  - HECC re: course numbering
  - OSU VP
  - TRU sustainability money that Terri mentioned is on the agenda.

FOAC - Deb
- Not met this term and no meetings scheduled.

Franny Howes – NameCoach software
- Here to talk about new software available in Canvas called NameCoach. Name pronunciation software, primarily valuable for commencement. It really helped for Commencement 2023. Buying the Canvas integration cost the same as just the Commencement package.
- You and your students can record the pronunciation of your name. You can turn this on by going to Settings→Navigation and pulling NameCoach up from the lower items. This would then include NameCoach in the side menu.
- Abdy: is this available for everyone or just instructional faculty? Franny: we only purchased for commencement and Canvas. There are other options (Teams, Outlook) that could be purchased.
- Is this course by course or just once in Canvas? Franny: not sure, will check.
- Registrar's office manages, but online learning implementing.
- Tell your students to record their name so we're well prepared for Commencement.

Open Floor

- Christy Vanrooyen: travel paper work. This is not fillable currently and this would help a lot. Terri: who's in charge? Student Affairs and Campus Safety. Forms rumored to be by the "Travel Committee," but unclear if this is real. Terri asked about funding timelines. More details here: https://techweb.oit.edu/employee-central/travel/student-and-employee-travel
- Sean Sloan: A student showed me a test that I gave during COVID that can be accessed in a current Canvas shell. Carrie has been notified. Be careful when copying old shells.
- Stefan Andrei: I was a name reader at previous employer and asked students what their wish is. They said to have their name pronounced in a festive way in public. He encourages us to do this with a limited number of people. (related to NameCoach software)

Adjournment

Terri adjourned the meeting at 7:20pm.

Respectfully submitted,
C.J. Riley, Secretary