

Minutes

The Faculty Senate met on February 4, 2020 in the Sunset Meeting Room of the College Union (Klamath Falls) and Conference Room #130 (Portland-Metro).

Attendance/Quorum

President Terri Torres called the meeting to order at 6:00 pm. All senators or alternates were present except for Monica Breedlove, Mark Clark, and Tom Keyser. A quorum was determined.

Approval of Minutes

Minutes of the November 5, 2019 and December 3, 2019 meetings approved as distributed.

Reports of Officers

Report of the President – Terri Torres

- Presented to the Board on Jan. 23, reiterating items presented in Dec. Thanked Board for meet and greet while in Portland Metro where many faculty attended. Board Chair, Jessica Gomez interested in hearing from faculty. Encouraged all to attend Feb. 2 meeting.
- Met with Dr. Naganathan and requested an investment on the academic side of the house with emphasis on student success.
- Sen Ex met with Dr. Mott and discussed: snow days and recovering lost academic time, need for increased enrollment, planning for summer term, retention, advising plans and organization, possibility of two new advising hires, makeup and assignments of standing committees, and assessment.
- Provost Office sent email regarding convocation and contract dates – first time for Dr. Mott to plan.
- Serving on Open Education Resource (OER) Committee. Last fall over \$180K savings to students. Survey report results available March 5. Application to apply to develop OER material available March 2.
- FCC, MLS, and NSC sent letters to Board voicing concerns around shared governance, financial health of University, growth of administration (salaries and positions), and the current environment.
- Matthew Sleep, FOAC Rep., working to create more productive, interactive, meaningful FOAC.
- Lindy Stewart working on Faculty Senate website to improve appearance and make documents more accessible.
- Thanked Brian Fox for providing answers to specific questions when he presented to Faculty Senate. Answers mailed to Senate members – feel free to share with constituents.
- Thanked Rugby coach, Kevin Brown, for service. Team is currently northwest district champions.
- Thanked Don McDonnell for providing drinks for every meeting.

Report of the Vice President – Matthew Sleep

- Last Academic Council meeting focused on budget builds.
- Thanked all who ran for the IFS position. Congratulated Mike Myers as newly elected IFS Rep.

Report of the ASOIT Representatives –

Samantha Henkell (Klamath Falls)

- Working to change Sodexo hours to accommodate students who cannot eat during early dinner hours.
- Phase 2 of water bottle throwing stations going into effect this week.
- Ordered shirts for Blackout for Hunger, Feb. 21.
- Organized upcoming Salem trip to visit the Capitol.

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Stefan Valenzuela (Portland-Metro)

- Via student surveys, gathering student input on books, cost, and registration. Recent survey had 120-140 respondents, still sorting results.
- Tuition Forum on campus. Approx. 35 students attended - most were engaged and asked questions.
- Updating Website – Survey data, job descriptions, and meeting minutes to be posted.
- Winter party during Christmas break - 180 students attended.
- Clubs – Cybersecurity starting on campus (first online sanctioned club), SAE Baja Team competing in Virginia in June, IEEE awarded Most Outstanding Student Chapter in Oregon.

Reports of Standing Committees

Faculty Rank Promotion & Tenure (RPT) – Christopher Syrnyk

- Faculty not able to amass six years of full-time teaching as required in OIT-20-040.
 - Do not want to change policy based on needs of a few. Could address via the hiring process and contract, specifying other responsibilities, which may fulfill the requirement up front.
 - For current faculty, assigning work elsewhere may happen during the contract rather than up front.

Faculty Welfare – Kari Lundgren

No report.

Academic Standards – Addie Clark

- Did not meet. Working on Charge 3, Unionization Committee Structure. Previously looked at schools in Oregon. In process of looking at schools outside of Oregon. Assigned comparators to committee members and will present findings to Terri Torres and Dr. Mott in the spring.

Faculty Compensation (FCC) – Mike Healy

- Did not meet. Sent a letter to President Naganathan referencing Faculty Compensation policy OIT-20-015 asking why actions taken ignored policy:
 - Why were salary floors not kept current?
 - Were SEIU member increases correctly stated in the Town Hall and why were admin. increases not stated?
 - Why was the proposed COLA not tied to the regional Consumer Price Index?
- Full text of letter will be presented to all faculty.
- Will ask Dr. Mott to meet with FCC regarding matters not related to compensation (release time and overload).

Reports of Special or Ad Hoc Committee – Kyle Chapman

- Ad Hoc Committee on Teaching Evaluations has not met this term as Sarah Fitzpatrick is on leave. Since last meeting have spoken with Dr. Mott regarding the role of teaching evaluations. Dr. Mott offered insight from other universities. Current evaluations do not ask questions about office hours, ability to communicate, or the instructor themselves.
- In a holding pattern as Academic Excellence and Assessment will have new hires.

Unfinished Business

None.

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New Business

Tanya Coty, (SSC)

- Passed out business cards and handouts on Peer Consulting and Disability Services.
- Eager to collaborate with faculty to meet student needs. Will send a brief, 4-question survey to faculty – encouraged all to complete.

Zach Jones (TOP)

- Dept. of Education Federal Grant – In year five. Submitted new proposal – 80-95% chance to be renewed.
- Federally funded program working with low-income and first-generation students as well as students with disabilities (160 students currently).
- Retention program focusing on good academic standing, helping students graduate and proactive advising.
- Student Accomplishments: In AY 2018-19 over 50% made Dean's or President's List, 94% were in good academic standing, two participated in Catalyze Klamath and InventOR. From F19 to W20, 95% retention.
- Supplemental Instruction (SI) first implemented in 2017 in three classrooms and is now in over 20. Proving to be very beneficial in retaining students and improving grades. Hoping to have sharable data soon.
- Portland-Metro campus offers Testing, Disabilities Services and Peer Consulting (no SI leaders).

Connie Atchley (IT)

- Important that IT is embedded into the culture of OIT.
- Critical to focus on classroom and teaching environments – the building blocks to retention.
- Reorganized staff and responsibilities to emphasize expertise and improve customer service. Recruiting for Administrative Operations Director via savings from other positions. Wants person to develop seamless, consistent procedure.
- Now have a Service Desk presence in Library. Closed Boivin labs on weekends and evenings due to low usage and moved to Library, closer to students.
- Now offer loaner cameras and wireless equipment to students in WIL.

Brief overview of past IT financials, 2020 budget, and 2021 proposed budget:

- FY 15-16 Still part of OUS and highly subsidized.
- FY17 Moved to the Cloud. Full-time employees had incredible amounts of overtime and comp time. Ramped up student workers for Service Desk calls (allowing 40 hours per week).
- FY 19 Cloud migration complete. Overtime decreased significantly and students worked fewer hours. Service Desk turned into a professional organization on both campuses, hiring full-time employees.
- FY 20 Atchley hired. Replaced both Jim Jones and Mike Corbitt (merged job duties), and eliminated the Service Desk manager position for a large cost savings. Currently at \$2.8M for personnel with an annual 7% increase. Created an IT budget where one did not exist. Took base budget and approved only the bare minimum. Will not be sustainable in the future with overdue network upgrades and servers to be replaced.
- FY 21 Anticipates costs of \$3M for personnel, \$2M for software, plus an additional 9% for S&S.
 - Requesting a programmer to replace Hap Wells who will retire soon.
 - Software packages increase in cost approximately 3% per year.
 - Millennium costs nearly \$50K annually for the application license. Moving it to the Cloud will provide a secure place for information but will come with substantial cost increase. In addition to the license, there will be \$50K plus \$75K for Oracle, bringing the new Millennium annual cost to \$175K.
 - Additional S&S needed to provide AV services for conference rooms and classrooms, continue operational improvements, continue current projects, support faculty, staff, and students, implement a replacement cycle, purchase a new server, and make network upgrades.
 - Asked Senate to support proposed budget increase as it directly affects retention and the reputation of the University. Necessary to make the classroom experience what it should be with equipment that consistently works.

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Tony Richey – IT

In an effort to improve campus safety, ITS will install 2-3 security cameras in Owens Hall. Looking for something that will be easy for Campus Safety to operate and improve safety. Will work with Barb Neal on grant opportunities to install cameras campus-wide, including parking lots.

Mike Myers – MMET

- Conducted a Student Registration Experience Survey for Portland-Metro.
- Detailed survey results included in the February Faculty Senate Reading Packet, pages 17-38.
- Main takeaways focused on questions #4, #20, #21, and #22.
- Portland-Metro has many part-time students who can get out of sequence very quickly for several reasons. One reason is cancelling courses with fewer than 10 students enrolled.

Open Floor Period

Don McDonnell – MIT

Transition from Blackboard to Canvas has been very trying. Received the shell the day before classes started. Appreciates the work that went into it and understands that it was a monumental task. However, knowing that there will be future transitions, requested a wrap-up report outlining what did and did not work well.

Maureen Sevigny - MGT

Missed previous meeting when Ralph Santiago spoke about military issues. Was in Klamath Falls last week and spoke to student veterans. Learned that a student told his instructor he would not be in class due to a VA appointment and consequently would receive a zero on the quiz. Student served in the military and has a disability. Campus needs to be more military friendly and aware. Faculty need to be more accommodating of needs as they are with student athletes.

Report of the Provost – Dr. Joanna Mott

- Student Survey – OIT has an operating database for all courses, searchable by cost of materials. Hopeful that faculty will communicate to students that it is available.
- Scheduling – Departments will have two-year schedules posted on the website by the end of March. Faculty advisors should work with students to plan schedules in advance.
- Classes cancelled with less than 10 students – Chairs have opportunity to justify why a course should be offered.
 - If not approved by the Dean, advisors should help students select an alternate course.
 - If approved by the Dean, in-load classes will receive full pay.
- Spring Registration – Faculty should encourage students to register during regular registration periods and plan to meet with advisees. Let students know that courses with low enrollment may be cancelled.
- Academic Affairs currently has 19 direct reports. PLT meetings are much more productive with departments together working on issues and finding solutions.
- Online – Please be patient. Carrie Dickson will soon be on FMLA for several months. Christine Ward will have a lot to do on her own.
- Admissions – Eric Johnson and staff worked hard migrating from Recruit to Slate. Transition has been more complex than anticipated with over 4,000 applicants to be input manually. Currently at 283 new applicants.
- Financial Aid – Presidential scholarships just went out, financial aid packets to be sent this month.
- Retention & Advising – Undergoing reorganization, one of three offices with administrative assistants has not been replaced. Two advisors and a temp. working at the ROCK. Requesting two advisor positions (one for each college).
- Several attended the NWCCU retention academy. Group submitted a project last week and will begin work soon.
- In an effort to meet accreditation requirements, Farooq Sultan is working with Abdy Afjeh to get departmental dashboards up and running. Using SharePoint to avoid purchasing additional software.

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- Strategic Enrollment Management – In process of replacing an admissions counselor and the marketing/recruiting position recently vacated by James McPherson. Continue to use the online request form rather than stopping by the office. Kai EvansBautista and Cindy Stripling will fill general swag requests. Program-specific items to be distributed back to the colleges. Dede Williams will track inventory and reorder as needed.
- Budget Builds – In process for both colleges. Asked to present a flat budget.
- Convocation – Save the date email sent. Will send again as several did not receive it.
 - Expectation is that faculty attend the full week.
 - Thanked Seth Anthony for 2019 convocation survey. Will incorporate feedback once scheduling begins.
 - 2020 schedule to be complete prior to faculty leaving for the summer.
 - Asked CCT not to schedule on Monday to allow Portland-Metro faculty to travel that day.
- HAS Dean Search – Have some great applicants. Posting has a few weeks remaining.
- ADP Academic Excellence – finished phone interviews, will schedule on-campus interviews soon.
- During the faculty hiring process, received 10 hiring requests. Nine approved, one put on hold until the MMET Chair is hired.
- Several vacant positions will not be filled.
- Recent conversations with Chairs about standing committees and requirements for individuals going up for promotion and tenure:
 - Policy lists departmental service as a requirement.
 - Hearing the culture is that departmental responsibilities are not being honored as much as institutional service and would like to change that.
 - Many standing committees are too large to be effective.
 - Faculty could be involved in a multitude of other productive things at the department level.
 - Departmental service, collegiality, and serving on department committees should be priorities for new faculty. More senior department members then move into institutional service and leadership roles.
- Oregon is in a competitive environment in terms of enrollment and new programs.
 - Important to identify new programs and rework existing ones.
 - Other universities are coming out with many new programs.
 - As a technology university, critical to look at changing technology and new opportunities.
 - Faculty should discuss support/release time to propose new programs with their Chair.
 - Important to be nimble and support current faculty to be nimble as well.

Report of the President's Council Delegate – Terri Torres

None.

Report of the Inter-Institutional Faculty Senate (IFS) Representative – Mike Myers

- Met Jan. 24-25 at Oregon State University in Corvallis.
- Encouraged HECC and Provost Council to allow program competition amongst Oregon universities. Several highlighted Data Science as new or coming.
- Ford Family Foundation conducted a study with HECC on transfer students – will provide results when available.
- Presentation on Oregon higher education funding and graduation trends.
- Looked at classroom utilization.
- Community colleges offering 4-year degrees and the threat to 4-year institutions.
- SOU and OIT going admission test optional in F21. Lively discussion around bias and going test blind.
- HECC published a ten-year strategic capital development plan, available online. Concerned that Portland-Metro and Klamath Falls campuses are not separated, as are OSU's Corvallis and Cascades campuses.
- Need to get HECC to realize that Portland-Metro has very separate capital needs.
- Faculty mental health discussed. Will continue at May 15-16 meeting to be held at OIT Klamath Falls campus.
- Concluded with OSU Library tour.

Report of the Fiscal Operations Advisory Council (FOAC) Representative – Matthew Sleep

- Board adopted a \$1.7M deficit budget for 2020. By beginning of year grew to an anticipated \$2.4M deficit.
- Now back on track to hit the Board approved target.

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- \$2.4M deficit projection due to anticipated salary savings of \$1.3M. Now anticipate over \$2M in salary savings.
- FOAC and Board discussed that salary savings are always in budget but are not a strategic way to save money.
- FOAC concerned we are relying too heavily on salary savings and overload to balance the budget.
- At Nov. Board meeting, Brian Fox stated that as budgets are built senior leadership, in consultation with FOAC, would set divisional targets.
- Discussions have not happened and FOAC has not made recommendations for divisional targets.
- Eric Johnson, Admissions, gave a positive report – minimum target of record number of freshmen next year.
- Academics has taken cuts to divisional budgets – savings have gone to Strategic Enrollment and Management, Admission, and the President’s Office. Appear to be great investments in light of projected enrollment.
- If FOAC were to discuss divisional targets, would recommend that academics not have a flat target. Will be asked to teach more students and will need resources to do so.

Report of the Administrative Council Delegate – Zach Jones

- A change to bylaws to exclude senior leadership and executive staff from membership was put up for review at the Dec. meeting. Will not move forward this year.
- In process of reviewing bylaws to make more inclusive. Modeling after Faculty Senate.
- Have constituency list. More in touch with admin. staff at all campuses and yielding higher meeting attendance.
- Process of rolling out working groups – professional development, welcome, and welfare.
- Policies and bylaws committee – will focus on revising relevant bylaws.

Adjournment

Terri Torres adjourned the meeting at 8:34 pm.

Respectfully submitted,
Vanessa Bennett, Secretary

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