



## Standing Councils, Commissions, and Committees 2024-25

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### Preamble

Standing councils, commissions, and committees (CCC) are an important part of shared governance at Oregon Tech and offer the opportunity for faculty, staff, and students to assist administrators with tasks by providing input, recommending outcomes, and participating in operational decisions. In addition to committees appointed directly by the Faculty Senate and *ad hoc* committees created for special purposes, Oregon Tech recognizes a number of CCC's that provide continuous support for institutional or academic leadership. Oregon Tech is committed to diversity, equity, and inclusion in committee representation.

### CCC Appointments

Two types of committee appointments are recognized:

- Appointment to a committee because of job title or position (e.g., Vice Provost on President's Council).
- Appointment for a rotating term.

### Term of Service

The term of service varies according to appointment type:

- Committee members appointed because of job title or position typically serve while holding the position, dependent on the purpose for the position to serve on the committee.
- Student appointments serve for one-year renewable terms.
- Committee members appointed for rotating terms typically serve three years, unless otherwise specified within the committee description.
- Committee members appointed for rotating terms in elected positions (e.g., Faculty Senate) serve according to their elected term within the assembly.
- Committee members may be reappointed for an additional three-year term (six years total), but it is the intention of this process to encourage broad participation and allow faculty and staff to bring fresh perspectives and skills to their committee assignments. Members can be reappointed after a term off the committee.
- Appointed members have staggered terms when possible to ensure some membership continuity.
- Designees may be appointed when appropriate, provided committee continuity is retained, and an effective contribution can be made.

### Reporting Line

Each CCC reports to one of the division leaders (President or Vice Presidents).

## **Membership**

Each CCC description outlines the membership composition, which may be adjusted by the division leader or the President.

Individuals may indicate interest in committee service by completing the standing committees survey distributed annually during spring term. In addition, a request for consideration of membership on a CCC may be submitted at any time during the academic year to [provostoffice@oit.edu](mailto:provostoffice@oit.edu). Note that requests for committees reporting to Faculty Senate should be made to the Faculty Senate President.

The Office of the Provost will affirm membership with appropriate division leaders or parties and notify appointees for the succeeding academic year before the start of the fall term. Membership changes during the academic year will be made as necessary.

Membership on all CCC's is subject to approval by the President.

## **Member Responsibilities**

Membership and participation in a CCC should be regarded as a privilege and responsibility. CCC members are expected to:

1. Represent their constituency and keep them informed.
2. Solicit feedback from the constituency.
3. Provide that information to the CCC as appropriate.

## **Request for Removal of a CCC Member**

Members who are regularly absent, or a CCC chair who is deemed inefficient and unable to organize committee business, can be removed from a CCC.

To request removal of a CCC member (non-chair):

1. The chair should submit the CCC title and member's name to [provostoffice@oit.edu](mailto:provostoffice@oit.edu). The Provost's Office will follow up with the chair and the appropriate division leader and attempt to find a replacement.

To request removal of a CCC chair:

- The committee members should submit the CCC title and chair's name to [provostoffice@oit.edu](mailto:provostoffice@oit.edu). The Provost's Office will follow up with the appropriate division leader and attempt to find a replacement.

## **Year-End Reporting**

Committee chairs/co-chairs are required to submit a brief summary report at the end of spring term to [provostoffice@oit.edu](mailto:provostoffice@oit.edu). The report template is located on the [CCC web page](#).

The Office of the Provost will collect and distribute the reports to the President and appropriate division leaders.

## **Questions**

Email questions concerning CCC assignments or processes to [provostoffice@oit.edu](mailto:provostoffice@oit.edu).

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## PRESIDENT'S DIVISION

### Oregon Tech President's Council

#### Reporting Line

President's Council reports to the President.

#### Membership Composition

The Council is potentially composed of the following members with approval of the President, but is not limited to, the Provost (chair); Vice Presidents; Vice Provost; Associate Vice Presidents; College Deans; Presidents of Faculty Senate, and ASOIT; Administrative Council Chair; Senior Executive Assistant (*ex officio*); University General Counsel (*ex officio*); and administrative support (*ex officio*).

#### Council Responsibilities

1. Convene on at least an annual basis.
2. Assist in the formulation, drafting, revision, recommendation, and maintenance of the Board of Trustees' and University's policies.
3. Provide valuable input and advice to the President on the categories of authority described in board policy.
4. Identify and seek solutions to problems crossing college jurisdictions.
5. Maximize the planning efforts of the institution.
6. Enhance the communication processes within the institution.

#### Council Members

| Position                              | Term    | Name                 | Department/Division           |
|---------------------------------------|---------|----------------------|-------------------------------|
| Provost, Chair (Int.)                 | 2024-25 | Hesham El-Rewini     | Academic Affairs              |
| Vice President                        | 2024-25 | John Harman          | Finance and Administration    |
| Vice President                        | 2024-25 | Ken Fincher          | University Advancement        |
| Vice President                        | 2024-25 | Mandi Clark          | Student Affairs               |
| Senior Vice Provost                   | 2024-25 | Abdy Afjeh           | Academic Affairs/Research     |
| Assoc. Vice Provost                   | 2024-25 | Beverly McCreary     | Academic Affairs/Faculty Rel. |
| AVP/CIO                               | 2024-25 | Tony Richey          | Information Technology        |
| Assoc. Vice President                 | 2024-25 | Sandi Hanan          | Human Resources               |
| Dean of ETM                           | 2024-25 | Nesli Alp            | Academic Affairs              |
| Dean of HAS (Int.)                    | 2024-25 | Denise Seabert       | Academic Affairs              |
| Senate President                      | 2024-25 | Yuehai Yang          | Faculty Senate                |
| Admin. Council Rep.C                  | 2024-25 | Celia Green          | Finance and Administration    |
| ASOIT President, KF                   | 2024-25 | Uriel Aguilar Torres | Student Government            |
| ASOIT President, PM                   | 2024-25 | Ryland White         | Student Government            |
| Senior Exec. Asst., <i>ex officio</i> | 2024-25 | Adria Paschal        | President                     |
| Legal Counsel, <i>ex officio</i>      | 2024-25 | David Groff          | University General Counsel    |
| Admin. Support, <i>ex officio</i>     | 2024-25 | Dierdre Harlan       | Academic Affairs              |

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## DICE Steering Committee

### Reporting Line

The DICE Steering Committee reports to the President.

### Membership Composition

The committee is composed of the DICE Executive Director, administrators, faculty, staff, and students, to give equal weight to and include a broad range of institutional perspectives.

Responsible parties for specific appointments or recommendations:

- President – committee chair

### Committee Responsibilities

1. Require that the institution provide continuing training and development opportunities that foster the ability of the institution's faculty, staff, and administration to meet cultural competency standards.
2. Propose institution-wide goals that seek to improve the cultural inclusion climate for students, faculty, staff, and administration from diverse backgrounds.
3. Require preparation of a biennial report that is presented to the appropriate board regarding the institution's progress toward achieving the goals set forth in this subsection.
4. Recommend mechanisms for assessing how well the institution meets cultural competency standards.
5. Ensure that the institution clearly communicates to new faculty, staff, and administrators the institution's commitment to meeting cultural competency standards in professional development.

### Committee Members

| Position                  | Term    | Name                  | Department/Division            |
|---------------------------|---------|-----------------------|--------------------------------|
| Exec. Director, Chair     | 2024-25 | Jennifer Wilson       | DICE                           |
| Int. Dir., Co-Chair       | 2024-25 | Shawni Cayetano Ramos | Student Involvement/Belonging  |
| Assoc. Vice Provost       | 2024-25 | Linus Yu              | Acad. Affairs/Acad. Excellence |
| Assoc. Vice President     | 2024-25 | Sandi Hanan           | Human Resources                |
| Director                  | 2024-25 | Jennifer James        | Disability Services & Testing  |
| University Librarian      | 2024-25 | Cate Guenther         | Library                        |
| Career Services Rep.      | 2024-27 | Elizabeth Stovall     | Student Affairs                |
| Classified Staff Rep.     | 2022-25 | Stacey McCauley       | Student Involvement/Belonging  |
| Retention Rep.            | 2022-25 | Robert Ivory          | Advising & Retention           |
| Senate Rep.               | 2024-25 | Yuehai Yang           | Faculty Senate                 |
| Faculty 1                 | 2022-25 | Steve Lemery          | Manuf./Mech. Eng. Tech.        |
| Faculty 2                 | 2024-27 | Ryan Cherrick         | Business Management            |
| Faculty 3                 | 2024-27 | Paula Hendrix         | Dental Hygiene                 |
| Faculty 4, Assessment Chr | 2022-25 | Rachelle Barrett      | Medical Laboratory Science     |
| Student 1, KF             | 2024-25 | Jo Bermudez Otero     |                                |
| Student 2, KF             | 2024-25 | TBD                   |                                |
| Student 1, PM             | 2024-25 | TBD                   |                                |
| Student 2, PM             | 2024-25 | TBD                   |                                |

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|                  |         |                         |
|------------------|---------|-------------------------|
| Graduate Student | 2024-25 | Sofia Gutierrez Johnson |
|------------------|---------|-------------------------|

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## Facilities Planning Commission

### Reporting Line

The Facilities Planning Commission reports to the President.

### Membership Composition

The commission is composed of the Vice President of Finance and Administration (chair); Provost; Vice President of Student Affairs; Vice Provost; Associate Vice President and Chief Information Officer; College Deans; Directors of Admissions, Athletics, Facilities Management Services & Capital Planning, Library, and Registrar; three faculty members; one member of the Faculty Senate Executive Committee; a Portland-Metro representative; and two students.

### Commission Responsibilities

1. Recommend to the President the priority for building construction, remodeling, and optimal building utilization during master planning efforts.
2. Advise on major changes in the use of space.
3. Review requests for additional space and equipment, which would become a part of the building inventory.

### Commission Members

| Position              | Term    | Name             | Department/Division              |
|-----------------------|---------|------------------|----------------------------------|
| Vice President, Chair | 2024-25 | John Harman      | Finance and Administration       |
| Provost               | 2024-25 | Hesham El-Rewini | Academic Affairs                 |
| Senior Vice Provost   | 2024-25 | Abdy Afjeh       | Academic Affairs/Research        |
| Vice President        | 2024-25 | Mandi Clark      | Student Affairs                  |
| AVP/CIO               | 2024-25 | Tony Richey      | Information Technology           |
| Dean of ETM           | 2024-25 | Nesli Alp        | Academic Affairs                 |
| Dean of HAS (Int.)    | 2024-25 | Denise Seabert   | Academic Affairs                 |
| Director              | 2024-25 | Josephine Ness   | Admissions                       |
| Director              | 2024-25 | John Van Dyke    | Athletics                        |
| Director              | 2024-25 | Thom Darrah      | Facilities Mgmt Serv./Cap. Plan. |
| University Librarian  | 2024-25 | Cate Guenther    | Library                          |
| University Registrar  | 2024-25 | Wendy Ivie       | Registrar                        |
| PM Rep.               | 2023-26 | Maria Depuy      | Budget/Planning Office           |
| Senate Executive Rep. | 2024-25 | Ashton Greer     | Faculty Senate                   |
| Faculty 1             | 2022-25 | Kenneth Davis    | Applied Mathematics              |
| Faculty 2             | 2022-25 | Gary Lomprey     | Business Management              |
| Faculty 3             | 2024-27 | Brian Moravec    | Manuf./Mech. Eng. Tech.          |
| Student, KF           | 2024-25 | Cedric Romero    |                                  |
| Student, PM           | 2024-25 | Ted Mastrangelo  |                                  |

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## Fiscal Operations Advisory Council

### Reporting Line

The Fiscal Operations Advisory Council (FOAC) reports to the President.

### Membership Composition

The council is composed of the Provost; Vice President of Finance and Administration; Vice Provost; Associate Vice President of Financial Operations and Controller; Vice President of Student Affairs; one representative from Administrative Council; one representative from Faculty Senate Executive Committee; three university/administrative staff; four senior faculty; and the ASOIT Presidents.

Responsible parties for specific appointments or recommendations:

- President – university/administrative staff; council chair
- Faculty Senate President – Faculty Senate Executive Committee representative
- President and Faculty Senate President – four senior faculty members; Faculty Senate President to advance at least six names annually for consideration
- Administrative Council President – Administrative Council representative

### Council Responsibilities

1. Advise the President on budget and financial matters.
2. Participate in the general operating fund budget planning process.
3. Review the call for budget development from the President.
4. Recommend fiscal management priorities to align with the strategic goals of Oregon Tech considering both the long-range fiscal priorities and budget planning as well as immediate fiscal and budgetary issues.
5. Review the institution's annual budget and advise the President on the development of new budget initiatives.
6. As needed, review and advise on the format for reporting the annual budget to the campus community.
7. Function as an integral group in strategic planning activities, with a university-wide perspective.

### Council Members

| Position                  | Term    | Name                | Department/Division        |
|---------------------------|---------|---------------------|----------------------------|
| Faculty 5, Chair          | 2024-27 | Don DaSaro          | Business Management        |
| Provost (Int.)            | 2024-25 | Hesham El-Rewini    | Academic Affairs           |
| Vice President            | 2024-25 | John Harman         | Finance and Administration |
| Vice President            | 2024-25 | Mandi Clark         | Student Affairs            |
| Senior Vice Provost       | 2024-25 | Abdy Afjeh          | Academic Affairs/Research  |
| Admin. Council Rep.       | 2024-25 | Carleen Drago Starr | Educational Part./Outreach |
| Assoc. VP/Controller      | 2024-25 | Alicia Dillon       | Finance and Administration |
| Senate Executive Rep.     | 2024-25 | Ashton Greer        | Faculty Senate             |
| Univ. Admin./Staff Rep. 1 | 2022-25 | Ken Fincher         | University Advancement     |
| Univ. Admin./Staff Rep. 2 | 2023-26 | Anna Clark          | Budget/Planning Office     |

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|---------------------------|---------|----------------------|---------------------|
| Univ. Admin./Staff Rep. 3 | 2023-26 | Lara Pracht          | Academic Affairs    |
| Faculty 1                 | 2022-25 | Rose McClure         | Natural Sciences    |
| Faculty 2                 | 2024-27 | Krista Beaty         | Dental Hygiene      |
| Faculty 3                 | 2022-25 | David Hammond        | Applied Mathematics |
| Faculty 4                 | 2024-27 | Riley Richards       | Communication       |
| ASOIT President, KF       | 2024-25 | Uriel Aguilar Torres | Student Government  |
| ASOIT President, PM       | 2024-25 | Ryland White         | Student Government  |

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## Marketing Advisory Committee

### Reporting Line

The Marketing Advisory Committee reports to the President.

### Membership Composition

The committee is composed of the Vice President for University Advancement; Associate Vice Provost for Strategic Enrollment Management & Retention; staff in MarCoPa; faculty representatives from ETM and HAS; and students.

### Committee Responsibilities

1. Make recommendations to the President and Vice President for University Advancement.

### Committee Members

| Position                    | Term    | Name             | Department/Division            |
|-----------------------------|---------|------------------|--------------------------------|
| Vice President, Co-Chair    | 2024-25 | Ken Fincher      | University Advancement         |
| Assoc. Vice Prov., Co-Chair | 2024-25 | Greg Stringer    | Strategic Enrollment Mgt./Ret. |
| Director                    | 2024-25 | Ethan Foore      | MarCoPa                        |
| Asst. Director, Comm.       | 2024-25 | Michel Yilek     | Admissions                     |
| Faculty 1, ETM              | 2024-27 | Hallie Neupert   | Business Management            |
| Faculty 2, ETM              | 2024-26 | Phong Nguyen     | Computer Systems Eng. Tech.    |
| Faculty 3, HAS              | 2024-27 | Darlene Swigart  | Dental Hygiene                 |
| Faculty 4, HAS              | 2024-26 | Robyn Wilde      | Natural Sciences               |
| Student 1                   | 2024-25 | Carter Grossgold | Student Government             |
| Student 2                   | 2024-25 | TBD              |                                |

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## Student Awards Commission

### Reporting Line

The Student Awards Commission reports to the President.

### Membership Composition

The commission is composed of members on the Klamath Falls and Portland-Metro campuses including the Vice President of Student Affairs (chair); representatives of Student Involvement & Belonging, and Student Affairs; and faculty.

### Commission Responsibilities

1. Determine the criteria for each student award and the nomination process.
2. Consider any new student awards and criteria and whether they will be awarded annually.
3. Review all applications and select the recipient for each award.
4. Solicit nominations from faculty for outstanding scholar for each major; verify eligibility.
5. Recommend to the President, from outstanding scholar nominees, the top students from each college to receive the President's Cup.

### Commission Members

| Position                | Term    | Name                  | Department/Division           |
|-------------------------|---------|-----------------------|-------------------------------|
| Vice President, Chair   | 2024-25 | Mandi Clark           | Student Affairs               |
| Interim Director        | 2024-25 | Shawni Cayetano Ramos | Student Involvement/Belonging |
| Assistant Director, FYE | 2024-25 | TBD                   | Student Involvement/Belonging |
| Student Affairs Rep.    | 2024-25 | Josie Hudspeth        | Student Affairs               |
| Coordinator             | 2024-25 | Kim Faks              | Student Involvement/Belonging |
| Faculty 1               | 2022-25 | Sean St Clair         | Civil Engineering             |
| Faculty 2               | 2024-27 | Pake Melland          | Applied Mathematics           |
| Faculty 3               | 2022-25 | Rose McClure          | Natural Sciences              |
| Faculty 4               | 2024-27 | Eean Grimshaw         | Communication                 |
| Faculty 5               | 2024-27 | Cliff Stover          | Computer Systems Eng. Tech.   |
| Faculty 6               | 2023-26 | Yasha Rohwer          | Humanities/Social Sciences    |
| Faculty 7               | 2023-26 | Ian King              | Business Management           |
| Faculty 8               | 2024-27 | Laurie Sprauer        | Medical Laboratory Science    |
| Faculty 9               | 2023-26 | Mostafa Saber         | Manuf./Mech. Eng. Tech.       |

## Sustainability Committee

### Reporting Line

The Sustainability Committee reports to the President.

### Membership Composition

The committee is composed of faculty and administrative staff from the Klamath Falls and Portland-Metro campuses with expressed interest and commitment to sustainability; students, including ASOIT; Director of Facilities Management Services & Capital Planning; a Portland-Metro operations representative; community members as appropriate; and the Provost (*ex officio*).

Responsible parties for specific appointments or recommendations:

- President – committee chair

### Committee Responsibilities

1. Serve as the coordinating body for the University's activities relating to sustainability.
2. Address methods to imbue the theme of sustainability throughout Oregon Tech in meaningful and visible ways.
3. Support sustainability initiatives on both campuses.

### Committee Members

| Position                          | Term    | Name             | Department/Division              |
|-----------------------------------|---------|------------------|----------------------------------|
| Chair                             | 2023-26 | Doug Tripp       | REMS                             |
| Faculty 1                         | 2024-27 | Wendy Rogers     | Medical Imaging Technology       |
| Faculty 2                         | 2024-27 | Arief Budiman    | Manuf./Mech. Eng. Tech.          |
| Faculty 3                         | 2024-27 | TBD              |                                  |
| Faculty 4                         | 2023-26 | Kevin Brown      | Communication                    |
| Faculty 5                         | 2024-27 | Fuat Karakaya    | Computer Systems Eng. Tech.      |
| Asst. Director                    | 2024-25 | Jim Lake         | Facilities Mgmt Serv./Cap. Plan. |
| Admin. Staff Rep.                 | 2024-27 | Mason Giustino   | Admissions                       |
| REMS Rep.                         | 2024-25 | Jason Roach      | REMS                             |
| PM Operations Rep.                | 2024-27 | TBD              |                                  |
| ASOIT Rep. 1, KF                  | 2024-25 | TBD              | Student Government               |
| ASOIT Rep. 2, KF                  | 2024-25 | TBD              | Student Government               |
| ASOIT Rep. 1, PM                  | 2024-25 | TBD              | Student Government               |
| ASOIT Rep. 2, PM                  | 2024-25 | TBD              | Student Government               |
| Student Rep. 1, ONL               | 2024-25 | Yesha Thakore    |                                  |
| Student Rep. 2, KF                | 2024-25 | TBD              |                                  |
| Student Rep. 1, PM                | 2024-25 | Frank Ahenkorah  |                                  |
| Student Rep. 2, PM                | 2024-25 | TBD              |                                  |
| Community Member, KF              | 2024-25 | TBD              |                                  |
| Community Member, PM              | 2024-25 | TBD              |                                  |
| Provost, <i>ex officio</i> (Int.) | 2024-25 | Hesham El-Rewini | Academic Affairs                 |

## Title IX Steering Committee

### Reporting Line

The Title IX Steering Committee reports to the President.

### Membership Composition

The committee membership is composed of the Title IX Coordinator/Executive Director of DICE (chair); representatives of various departments on both campuses; faculty; students; and University General Counsel (*ex officio*).

### Committee Responsibilities

1. Full committee -- meet at least quarterly and when necessary.
2. Subcommittees -- meet monthly, except during months when the full committee meets.
3. Be a collaborative and multi-disciplinary team that advances a culture of respect, responsibility, and safety at Oregon Tech.
4. Provide the Title IX coordinator with recommendations on promoting a positive campus culture and in identifying and deploying effective measures to prevent and address sexual misconduct, including sexual assault, sexual harassment, domestic violence, intimate partner violence, dating violence, and stalking.
5. Offer recommendations and guidance to the Title IX coordinator to inform policy and procedures, identify services, and ensure positive compliance with Title IX and other laws, regulations, and policies related to sexual and gender-based issues.
6. Discuss ways to advance systemic change and overall improvements to the campus climate relating to Title IX protections, rights, and responsibilities.
7. Assist in the development and implementation of an overarching compliance plan consistent with both the legal obligations of Title IX and Oregon Tech's strategic plan and initiatives.
8. Assist the Title IX coordinator and Deputy coordinators in monitoring changes in Title IX laws and regulations and bench-marking with other institutions on the most effective and efficient ways to assure Oregon Tech implements sound Title IX practices, provides effective education and training, and adopts effective outreach and prevention efforts.
9. Collaborate with other committees and institutional partners in coordinating Title IX efforts and related efforts (*e.g.*, Clery Act, the Campus SaVE Act, and Oregon House Bill 3415 compliance).
10. Create subcommittees focusing on the following core components of Oregon Tech's overall Title IX Compliance Program: (a) compliance plan; (b) related policies and procedures; (c) effective education and training; and (d) proactive outreach and prevention efforts and initiatives.
11. Develop a consistent and effective reporting system to the Title IX coordinator, the President, other members of Oregon Tech's senior leadership, and, when requested or appropriate, the University Board of Trustees.

## **Committee Members**

| <b>Position</b>                  | <b>Term</b> | <b>Name</b>           | <b>Department/Division</b>    |
|----------------------------------|-------------|-----------------------|-------------------------------|
| Title IX Coordinator, Chair      | 2024-25     | Jennifer Wilson       | DICE                          |
| Deputy Coord. Athletics          | 2023-26     | Joy Lease             | Athletics                     |
| Deputy Coord. Faculty            | 2024-25     | Beverly McCreary      | Academic Affairs/Faculty Rel. |
| Deputy Coord. PM                 | 2024-25     | Lara Pracht           | Academic Affairs              |
| Deputy Coord. Staff/TP           | 2024-25     | Sandi Hanan           | Human Resources               |
| Deputy Coord. Students           | 2024-25     | Jennifer James        | Disability Services & Testing |
| Equity Associate                 | 2023-26     | TBD                   | DICE                          |
| Campus Safety Rep.               | 2023-26     | Christopher Bowman    | REMS - Campus Safety          |
| Housing Rep.                     | 2023-26     | Courtney Clemmer      | Housing & Residence Life      |
| SIB Rep.                         | 2024-27     | Shawni Cayetano Ramos | Student Involvement/Belonging |
| SIB 1 Yr. Exper. Rep.            | 2024-27     | TBD                   | Student Involvement/Belonging |
| Member at-large                  | 2024-27     | TBD                   |                               |
| Director                         | 2024-25     | John Van Dyke         | Athletics                     |
| Asst. Vice President             | 2024-25     | TBD                   | Government Relations          |
| Faculty 1                        | 2023-26     | Leah Jolly            | Medical Imaging Technology    |
| Faculty 2                        | 2023-26     | Rachel Edwards        | Natural Sciences              |
| Faculty 3                        | 2023-26     | Kari Birrer-Lundgren  | Communication                 |
| Student 1, ONL                   | 2024-25     | Yesha Thakore         |                               |
| Student 2, KF                    | 2024-25     | Keegan Dentinger      |                               |
| Student 3, KF                    | 2024-25     | Elizabeth Peterson    |                               |
| Student 4, PM                    | 2024-25     | TBD                   |                               |
| Legal Counsel, <i>ex officio</i> | 2024-25     | David Groff           | University General Counsel    |

## **Standing Subcommittees**

The following are the standing subcommittees of the Title IX Steering Committee. Additional *ad hoc* and working committees may be needed from time to time and will consist of volunteers from the committee and external stakeholders, when appropriate or necessary.

Compliance Plan: Charged with assisting the Title IX coordinator in the drafting and adoption of a written annual or multi-year compliance plan detailing goals and objectives, self-auditing, bench-marking, etc.

Policies and Procedures: Charged with reviewing or updating written policies and procedures, as needed. For procedures that end up embedded in collective bargaining agreements, the chair would serve as a resource for the union negotiating team, when negotiations are active.

Education and Training: Charged with developing, updating, and assisting in the scheduling and delivering of training and education, including online resources, live, and, as applicable, online training, for faculty, staff, and students.

Outreach and Prevention: Charged with developing, updating, and assisting in the delivery of outreach and prevention efforts for faculty, staff, and students.

## **Tuition Recommendation Committee**

### **Reporting Line**

The Tuition Recommendation Committee reports to the President.

### **Membership Composition**

The committee membership is composed of six students representing both campuses and appointed by the ASOIT president(s), two of which represent ASOIT and two of which represent historically underserved students of the University, as defined by the University; two faculty, one of which is the Fiscal Operations Advisory Council (FOAC) chair; and at least two administrators. Any changes to the TRC structure required by ORS 352.102, subsequent controlling statutes or Board Policy may be made without notification. The President shall designate one member to chair the TRC.

### **Committee Responsibilities**

1. The Tuition Recommendation Committee (TRC) is responsible for recommending the tuition and mandatory fee rates to the President, who must in turn report and recommend mandatory tuition and fee rates to the Board of Trustees in accordance with ORS 352.102. The Board of Trustees shall request that the President transmit to the Board the joint tuition recommendation of the President and the recognized student government.
2. Before making any recommendation to increase tuition and mandatory fees, but especially when the proposed increase is more than five percent annually, the TRC must document its consideration of the impact on students and the necessity of the increase in achieving the mission of the University. The TRC shall provide meaningful opportunities for members of the student government and students at large to participate in the process and deliberations.
3. The TRC will meet at least twice during January-February. Its meetings shall be open to the public and broad notification of the meetings shall be made to the University community. The TRC will consider the guidelines provided by the Board, information provided by the Administration, and such other matters as deemed appropriate.

### **Guiding Principles**

- Consider long-term factors when recommending the single year decisions (important to have a forward looking vision)
- Recognize the importance of affordability for students
- Tuition levels should be developed using data and information, including internal budget, comparator institutions, and external cost indices.
- Ensure we maintain the current service level, quality and support that Oregon Tech provides to students.

### **Process Framework**

- Communicate openly and transparently with all stakeholders at an appropriate level of detail
- The committee will utilize data and information throughout the process
- Communicate respectfully and ask questions

**Oregon Tech**  
**Standing Councils, Commissions, and Committees 2024-25**

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**Committee Members**

| <b>Position</b>                   | <b>Term</b> | <b>Name</b>          | <b>Department/Division</b>     |
|-----------------------------------|-------------|----------------------|--------------------------------|
| Chair, Vice President             | 2024-25     | John Harman          | Finance and Administration     |
| Vice President, <i>ex officio</i> | 2024-25     | Mandi Clark          | Student Affairs                |
| Assoc. VP/ Controller             | 2024-25     | Alicia Dillon        | Finance and Administration     |
| Administrator 1                   | 2024-25     | Hesham El-Rewini     | Academic Affairs               |
| Administrator 2                   | 2024-25     | Greg Stringer        | Strategic Enrollment Mgt./Ret. |
| Administrator 3                   | 2024-25     | Kendal Marks         | Registrar/Financial Aid        |
| Budget & Planning Rep.            | 2024-25     | Anna Clark           | Budget Office                  |
| Faculty 1, FOAC Chair             | 2024-27     | Don DaSaro           | Business Management            |
| Faculty 2                         | 2024-27     | Ryan Madden          | Humanities/Social Sciences     |
| ASOIT President, KF               | 2024-25     | Uriel Aguilar Torres | Student Government             |
| ASOIT Rep., PM                    | 2024-25     | Bryce Wilson         | Student Government             |
| Student 1, KF                     | 2024-25     | Julia Ketcham        |                                |
| Student 2, KF                     | 2024-25     | Ronny Ryno           |                                |
| Student 3, KF                     | 2024-25     | Keora O'Meara        |                                |
| Student 1, PM                     | 2024-25     | Jessica Armenta      |                                |

TRC language approved by the Oregon Tech Board of Trustees, October 2023.

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## Wellbeing Committee

### Reporting Line

The Wellbeing Committee reports to the President.

### Membership Composition

The committee is composed of classified and unclassified staff members; student representatives; and at least four faculty with representation from both colleges and campuses.

### Committee Responsibilities

1. Identify goals and priorities as a broad university-wide effort.
2. Identify strategies that will improve the well-being and total comprehensive fitness (physical, mental, social, and spiritual) of Oregon Tech employees.
3. Establish, monitor, and report wellness outcomes.
4. Improve awareness of available wellness resources.
5. Remove barriers to wellness in the workplace while creating an atmosphere that is supportive of employee health and wellness.

### Committee Members

| Position                  | Term    | Name                 | Department/Division        |
|---------------------------|---------|----------------------|----------------------------|
| Chair                     | 2024-25 | Gaylyn Maurer        | Health and Wellness        |
| Faculty 1                 | 2024-27 | Trevor Petersen      | Humanities/Social Sciences |
| Faculty 2                 | 2024-27 | Paula Hendrix        | Dental Hygiene             |
| Faculty 3                 | 2023-26 | Dawn Bailey          | Humanities/Social Sciences |
| Faculty 4                 | 2022-25 | Holly Edwins         | Emergency Medical Services |
| Unclassified Staff Rep. 1 | 2022-25 | RaShell Carvalho     | University Advancement     |
| Unclassified Staff Rep. 2 | 2023-26 | Lara Pracht          | Academic Affairs           |
| Unclassified Staff Rep. 3 | 2024-27 | Sarah Henderson Wong | Human Resources            |
| Classified Staff Rep. 1   | 2023-26 | Lisa Leonard         | College of HAS             |
| Classified Staff Rep. 2   | 2022-25 | Kelsey Petznick      | Admissions                 |
| Student 1                 | 2024-25 | Yesha Thakore        |                            |
| Student 2, PM             | 2024-25 | TBD                  |                            |

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## ACADEMIC AFFAIRS DIVISION

### Academic Council

#### Reporting Line

The Academic Council reports to the Provost.

#### Membership Composition

The council is composed of the Provost (chair); Vice and Associate Provosts; College and Online Deans; Director of Institutional Research; University Librarian; University Registrar; Faculty Senate Vice President; academic Department Chairs (term of service determined by chair appointment); and administrative support.

#### Council Responsibilities

1. Advisory body to the Provost.
2. Bring issues that impact chairs, directors, and other supervisory leadership to the larger group for discussion, deliberation and ultimately recommendations on action. Refer to the Department Chair Roles and Responsibilities Guidelines for a summary of supervisory duties.
3. At the Provost's request, provide recommendations on policies, procedures, and guidelines affecting Academic Affairs.

#### Council Members

| Position                  | Term    | Name               | Department/Division            |
|---------------------------|---------|--------------------|--------------------------------|
| Provost, Chair (Int.)     | 2024-25 | Hesham El-Rewini   | Academic Affairs               |
| Senior Vice Provost       | 2024-25 | Abdy Afjeh         | Academic Affairs/Research      |
| Assoc. Vice Provost       | 2024-25 | Linus Yu           | Acad. Affairs/Acad. Excellence |
| Assoc. Vice Provost       | 2024-25 | Beverly McCreary   | Academic Affairs/Faculty Rel.  |
| Dean of ETM               | 2024-25 | Nesli Alp          | Academic Affairs               |
| Dean of HAS (Int.)        | 2024-25 | Denise Seabert     | Academic Affairs               |
| Dean of Online/GE         | 2024-25 | Ruth Claire Black  | Online Learning                |
| Assoc. Dean of HAS        | 2024-25 | Michelle Preston   | Academic Affairs               |
| Executive Director        | 2024-25 | Christopher Syrnyk | Honors/Prestig. Scholarships   |
| Director                  | 2024-25 | Farooq Sultan      | Institutional Research         |
| University Librarian      | 2024-25 | Cate Guenther      | Library                        |
| University Registrar      | 2024-25 | Wendy Ivie         | Registrar                      |
| Senate Vice President     | 2024-25 | Ashton Greer       | Faculty Senate                 |
| Department Chair 1        | 2024-25 | Roger Lindgren     | Civil Engineering              |
| Department Chair 2        | 2024-25 | Franny Howes       | Communication                  |
| Department Chair 3        | 2024-25 | Stefan Andrei      | Computer Systems Eng. Tech.    |
| Department Chair 4        | 2024-25 | Paula Russell      | Dental Hygiene                 |
| Department Chair 5        | 2024-25 | Naga Korivi        | Elec. Eng./Renewable Energy    |
| Department Chair 6 (Int.) | 2024-25 | Carmen Curtz       | Emergency Medical Services     |
| Department Chair 7 (Int.) | 2024-25 | Stefan Andrei      | Applied Computing/Geomatics    |
| Department Chair 8        | 2024-25 | Kyle Chapman       | Humanities/Social Sciences     |

**Oregon Tech**  
**Standing Councils, Commissions, and Committees 2024-25**

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|                                   |         |                  |                            |
|-----------------------------------|---------|------------------|----------------------------|
| Department Chair 9                | 2024-25 | Sonja Bickford   | Business Management        |
| Department Chair 10 (Int.)        | 2024-25 | Nesli Alp        | Manuf./Mech. Eng. Tech.    |
| Department Chair 11               | 2024-25 | Kenneth Davis    | Applied Mathematics        |
| Department Chair 12 (Int.)        | 2024-25 | Michelle Preston | Medical Imaging Technology |
| Department Chair 13               | 2024-25 | Caroline Doty    | Medical Laboratory Science |
| Department Chair 14               | 2024-25 | Nate Bickford    | Natural Sciences           |
| Department Chair 15               | 2024-25 | Jacki Brechter   | Health Sciences            |
| Admin. Support, <i>ex officio</i> | 2024-25 | Dierdre Harlan   | Academic Affairs           |

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## Academic Progress and Petitions Committee

### Reporting Line

The Academic Progress and Petitions Committee (AP&P) reports to the Provost.

### Membership Composition

The commission is composed of members on the Klamath Falls and Portland-Metro campuses.

- Klamath Falls – Registrar (chair); Vice President of Student Affairs; Directors of Admissions, Financial Aid, Housing and Residence Life, Disability Services & Testing, and Tech Opportunities Program; a representative from Business Affairs, and Academic Advising & Retention; and faculty, including the Financial Aid Committee Chair and a Graduate Program Representative.
- Portland-Metro – Registrar (chair); Vice President of Student Affairs; a representative from Academic Advising & Retention, Educational Partnerships and Outreach, and Student Affairs; and faculty including a Graduate Program Representative.

### Committee Responsibilities

1. Review grades and academic records of students placed on probation or academic suspension. Determine the status of these students for the following term.
2. Receive and act upon student appeals concerning academic suspension.
3. Review student requests for special academic consideration.
4. Act as an advisory group to the Registrar on academic irregularities.

### Committee Members

#### Klamath Falls Committee

| Position                    | Term    | Name             | Department/Division           |
|-----------------------------|---------|------------------|-------------------------------|
| Assoc. Registrar, Chair     | 2024-25 | Ashlie Pence     | Academic Affairs              |
| Vice President              | 2024-25 | Mandi Clark      | Student Affairs               |
| Director                    | 2024-25 | Tracey Lehman    | Financial Aid                 |
| Director                    | 2024-25 | Bonita Bontrager | Housing & Residence Life      |
| Director                    | 2024-25 | Jennifer James   | Disability Services & Testing |
| TOP Representative          | 2024-25 | Charlotte Waite  | Tech Opportunities Program    |
| Business Affairs Rep.       | 2023-26 | Karissa Sultan   | Business Affairs              |
| Retention Rep.              | 2022-25 | Robert Ivory     | Advising & Retention          |
| Faculty 1                   | 2024-27 | Debbie McCollam  | Medical Imaging Technology    |
| Faculty 2                   | 2022-25 | Todd Breedlove   | Computer Systems Eng. Tech.   |
| Faculty 3, Fin. Aid Chair   | 2022-25 | Troy Scevers     | Computer Systems Eng. Tech.   |
| Faculty 4                   | 2024-27 | Tiernan Fogarty  | Applied Mathematics           |
| Faculty 5                   | 2024-27 | Meng-Lun Lee     | Manuf./Mech. Eng. Tech.       |
| Faculty 6, Grad. Prog. Rep. | 2024-25 | TBD              |                               |

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## Portland-Metro Committee

| Position                    | Term    | Name              | Department/Division        |
|-----------------------------|---------|-------------------|----------------------------|
| Univ. Reg. des., Chair      | 2024-25 | Kendal Marks      | Registrar/Financial Aid    |
| Vice President              | 2024-25 | Mandi Clark       | Student Affairs            |
| Student Affairs Rep.        | 2024-25 | Josie Hudspeth    | Student Affairs            |
| Retention Rep.              | 2024-27 | Kelly Filipchuk   | Advising & Retention       |
| EPO Rep.                    | 2022-25 | Bob Reynolds      | Educational Part./Outreach |
| Faculty 1                   | 2023-26 | Laurie Sprauer    | Medical Laboratory Science |
| Faculty 2                   | 2022-25 | David Hammond     | Applied Mathematics        |
| Faculty 3, Grad. Prog. Rep. | 2024-25 | MariaLynn Kessler | Humanities/Social Sciences |

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## Accreditation Committee

### Reporting Line

The Accreditation Committee reports to the Provost.

### Membership Composition

The committee is composed of members selected from faculty and staff with a strong preference for experience in leadership, assessment, and accreditation; ability to influence and provide input into creating processes and procedures by which the measures and outcomes listed in the next section can contribute to institutional decision-making; executive-level staff in areas that impact student achievement; and representation of perspectives from both academic leadership and faculty. If the Accreditation Liaison Officer is “double-listed” in the committee membership below, the Provost may appoint a designee in their stead.

Responsible parties for specific appointments or recommendations:

- President – Accreditation Liaison Officer (chair)
- College Deans – college faculty
- Provost and Accreditation Liaison Officer – at-large faculty

### Committee Responsibilities

1. Advisory body to the Provost.
2. Provide guidance on university accreditation issues and assist as needed with programmatic accreditation.
3. Represent faculty and administration in accreditation activities and guide the development and implementation of the university’s institutional effectiveness planning as required by the Northwest Commission on Colleges and Universities’ (NWCCU) Accreditation Standards.
4. Work with campus stakeholders to identify and use ongoing measures of institutional effectiveness and student achievement, the development and implementation of improvement plans, and the documentation of these processes as required for NWCCU accreditation.

### Committee Members

| Position                    | Term    | Name             | Department/Division            |
|-----------------------------|---------|------------------|--------------------------------|
| Accred. Liaison Off., Chair | 2024-25 | Abdy Afjeh       | Academic Affairs/Research      |
| Provost (Int.)              | 2024-25 | Hesham El-Rewini | Academic Affairs               |
| Vice President              | 2024-25 | John Harman      | Finance and Administration     |
| Vice President              | 2024-25 | Mandi Clark      | Student Affairs                |
| Assoc. Vice Provost         | 2024-25 | Linus Yu         | Acad. Affairs/Acad. Excellence |
| Dean of ETM                 | 2024-25 | Nesli Alp        | Academic Affairs               |
| Assoc. Dean of HAS          | 2024-25 | Michelle Preston | Academic Affairs               |
| Director                    | 2024-25 | Farooq Sultan    | Institutional Research         |
| University Librarian        | 2024-25 | Cate Guenther    | Library                        |
| Faculty 1, ETM              | 2023-26 | Hallie Neupert   | Business Management            |
| Faculty 2, HAS              | 2022-25 | Dawn Taylor      | Medical Laboratory Science     |
| Faculty 3, at-large         | 2024-27 | Randall Paul     | Applied Mathematics            |

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## Assessment Committee

### Reporting Line

The Assessment Committee reports to the Provost.

### Membership Composition

The committee is composed of the Chair; Vice Provost (*ex officio*); Associate Vice Provost of Academic Excellence; at least one faculty representative from each college, campus, and Online Learning; and a General Education representative. Other membership includes the ISLO subcommittees, Department Chairs, and/or faculty designated by each academic department for a specified term to assist with assessment.

Responsible parties for specific appointments or recommendations:

- Associate Vice Provost of Academic Excellence and committee chair – recommendation of faculty to Provost
- Provost – chair (3-year term), may be reappointed; faculty

### Definitions

- Oregon Transfer & Articulation Committee (OTAC)
- Institutional Student Learning Outcomes (ISLO)

### Committee Responsibilities

1. Developing, reviewing, and implementing an institutional assessment plan.
2. Recommending and overseeing program assessment.

### Committee Members

| Position                             | Term    | Name             | Department/Division            |
|--------------------------------------|---------|------------------|--------------------------------|
| Faculty 1, Chair                     | 2022-25 | Rachelle Barrett | Medical Laboratory Science     |
| Faculty 2, ETM                       | 2023-26 | Cecily Heiner    | Computer Systems Eng. Tech.    |
| Faculty 3, HAS                       | 2024-27 | Jeannie Bopp     | Dental Hygiene                 |
| Faculty 4, Online                    | 2024-27 | Cristina Crespo  | Elec. Eng./Renewable Energy    |
| Faculty 5, PM                        | 2024-27 | Naga Korivi      | Elec Eng./Renewable Energy     |
| Faculty 6, Gen. Ed. Rep.             | 2022-25 | Andria Fultz     | Communication                  |
| Online Learning Rep.                 | 2024-25 | Carrie Dickson   | Online Learning                |
| Senior Vice Prov., <i>ex officio</i> | 2024-25 | Abdy Afjeh       | Academic Affairs/Research      |
| Assoc. Vice Provost                  | 2024-25 | Linus Yu         | Acad. Affairs/Acad. Excellence |

## ISLO Subcommittees

### Reporting Line

The Institutional Student Learning Outcomes (ISLO) subcommittees report to the Associate Vice Provost of Academic Excellence and Oregon Transfer & Articulation Committee (OTAC).

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## Membership Composition

Subcommittee membership is composed of faculty recommended by the Associate Vice Provost of Academic Excellence.

Responsible parties for specific appointments or recommendations:

- Associate Vice Provost of Academic Excellence – recommendation of faculty to Provost
- Provost – faculty

## Communication, Teamwork (CT)

### Subcommittee Chair Responsibilities

1. Schedule monthly meetings.
2. Serve as committee liaison to OTAC.
3. Attend OTAC meetings when requested by the Associate Vice Provost of Academic Excellence or OTAC.

### Subcommittee Responsibilities

1. Review programmatic data for trends and gaps.
2. Develop a plan to implement university-wide actions suggested by faculty and staff.
3. Document actions taken by programs and at the university level.

### Subcommittee Members

| Position         | Term    | Name               | Department/Division        |
|------------------|---------|--------------------|----------------------------|
| Faculty 1, Chair | 2022-25 | Krista Beaty       | Dental Hygiene             |
| Faculty 2        | 2024-26 | Markie Scheidegger | Communication              |
| Faculty 3        | 2023-25 | Don McDonnell      | Medical Imaging Technology |

## Diverse Perspectives/Cultural Sensitivity & Global Awareness/Ethical Reasoning (DPE)

### Subcommittee Chair Responsibilities

1. Schedule monthly meetings.
2. Serve as committee liaison to OTAC.
3. Attend OTAC meetings when requested by the Associate Vice Provost of Academic Excellence or OTAC.

### Subcommittee Responsibilities

1. Work with CCT and DICE to provide guidance on curriculum and classroom design for individual programs to collect assessment data.
2. Document participation in training on this subject.
3. Update University definitions of ISLO's to incorporate cultural competency elements and publish to the ISLO webpage.

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**Subcommittee Members**

| Position         | Term    | Name            | Department/Division     |
|------------------|---------|-----------------|-------------------------|
| DICE Rep., Chair | 2023-26 | Jennifer Wilson | DICE                    |
| Faculty 1        | 2024-26 | David Culler    | Manuf./Mech. Eng. Tech. |
| Faculty 2        | 2023-25 | Nupur Pande     | Natural Sciences        |

**Quantitative Literacy, Inquiry & Analysis (QLIA)****Subcommittee Chair Responsibilities**

1. Schedule monthly meetings.
2. Serve as committee liaisons to OTAC.
3. Attend OTAC meetings when requested by the Associate Vice Provost of Academic Excellence or OTAC.

**Subcommittee Responsibilities**

1. Aim to better represent students across all degree programs through data collection in general education curriculum.
2. Develop a method for comparing previous data to data that will be collected during 2023-24.

**Subcommittee Members**

| Position         | Term    | Name          | Department/Division        |
|------------------|---------|---------------|----------------------------|
| Faculty 1, Chair | 2023-26 | David Hammond | Applied Mathematics        |
| Faculty 2        | 2024-27 | TBD           |                            |
| Faculty 3        | 2024-26 | Ryan Madden   | Humanities/Social Sciences |

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## Commission on College Teaching

### Reporting Line

The Commission on College Teaching (CCT) reports to the Provost via the Associate Vice Provost of Academic Excellence.

### Membership Composition

The commission is composed of faculty representing both colleges and campuses, including Online Learning; the Associate Vice Provost of Academic Excellence; DICE Executive Director; a representative from the Library; a representative from Online Learning; and two students representing both campuses.

Responsible parties for specific appointments or recommendations:

- Provost and Faculty Senate President – faculty members
- CCT members – student representatives

### Commission Responsibilities

1. Faculty-led commission.
2. Promote effective and innovative instructional practices.
3. Provide leadership and serve as a resource to faculty members in the improvement of student learning.

### Commission Members

| Position               | Term    | Name              | Department/Division            |
|------------------------|---------|-------------------|--------------------------------|
| Faculty 3, Co-Chair    | 2024-27 | Cecily Heiner     | Computer Systems Eng. Tech.    |
| Faculty 6, Co-Chair    | 2024-27 | TBD               |                                |
| Faculty 1              | 2023-26 | Kristy Weidman    | Business Management            |
| Faculty 2              | 2022-25 | Jessica Luebbers  | Dental Hygiene                 |
| Faculty 4              | 2024-27 | Wangping Sun      | Manuf./Mech. Eng. Tech.        |
| Faculty 5              | 2024-27 | Kevin Garrett     | Humanities/Social Sciences     |
| Faculty 7              | 2023-26 | Kevin Brown       | Communication                  |
| Faculty 8              | 2024-27 | TBD               |                                |
| Faculty 9              | 2023-26 | Rebeka Yocum      | Civil Engineering              |
| Faculty 10, PM         | 2023-26 | Greg Pak          | Natural Sciences               |
| Faculty 11, Online     | 2024-27 | Andrea McCracken  | Communication                  |
| Assoc. Vice Provost    | 2024-25 | Linus Yu          | Acad. Affairs/Acad. Excellence |
| Executive Director     | 2024-25 | Jennifer Wilson   | DICE                           |
| Library Representative | 2024-27 | Jim Cloen         | Library                        |
| Online Learning Rep. 1 | 2023-26 | Carrie Dickson    | Online Learning                |
| Student, KF            | 2024-25 | Heather Ritter    |                                |
| Student, PM            | 2024-25 | Amanda Crittenden |                                |

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## Curriculum Planning Commission

### Reporting Line

The Curriculum Planning Commission (CPC) reports to the Provost.

### Membership Composition

The commission is composed of the Associate Vice Provost of Academic Excellence; a representative from the Registrar's Office, and Online Learning; nine faculty, including two from each college and one outside of Klamath Falls; and two students representing both campuses.

Responsible parties for specific appointments or recommendations:

- Provost – chair
- Provost and Faculty Senate President – faculty members

### Commission Responsibilities

1. Review and make recommendations regarding curricular changes at the undergraduate level.
2. Review the documentation of proposed curricular changes for impact on the curricula of other academic units.
3. Review proposals for new degrees, minors, and certificates to ensure they follow Oregon Tech guidelines.

### Commission Members

| Position                    | Term    | Name              | Department/Division            |
|-----------------------------|---------|-------------------|--------------------------------|
| Faculty 1, Chair            | 2023-26 | Caroline Doty     | Medical Laboratory Science     |
| Assoc. Vice Provost         | 2024-25 | Linus Yu          | Acad. Affairs/Acad. Excellence |
| Dean of Online/GE           | 2024-25 | Ruth Claire Black | Online Learning                |
| Director, <i>ex officio</i> | 2024-25 | Josephine Ness    | Admissions                     |
| University Registrar        | 2024-25 | Wendy Ivie        | Registrar                      |
| Faculty 2                   | 2024-27 | Dibyajyoti Deb    | Applied Mathematics            |
| Faculty 3                   | 2022-25 | Tara Guthrie      | Medical Imaging Technology     |
| Faculty 4                   | 2024-27 | Phil Howard       | Computer Systems Eng. Tech.    |
| Faculty 5                   | 2024-27 | Kevin Garrett     | Humanities/Social Sciences     |
| Faculty 6                   | 2024-27 | Ganghee Jang      | Computer Systems Eng. Tech.    |
| Faculty 7, Non-KF Rep.      | 2024-25 | MariaLynn Kessler | Humanities/Social Sciences     |
| Faculty 8                   | 2022-25 | Alishia Huntoon   | Humanities/Social Sciences     |
| Student, KF                 | 2024-25 | TBD               |                                |
| Student, PM                 | 2024-25 | TBD               |                                |

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## Faculty Advisory Committee on Emeritus Status

### Reporting Line

The Faculty Advisory Committee on Emeritus Status reports to the Provost.

### Membership Composition

The committee is composed of six members including two faculty; at least two Faculty Senate representatives; the Faculty Senate President; and at least one emeritus faculty representative.

Responsible parties for specific appointments or recommendations:

- Provost – chair
- Provost and Faculty Senate President – members

### Committee Responsibilities

1. Collect list of current year retirees from the President's Office.
2. Ensure nominees meet criteria and submission requirements outlined in OIT-21-090.
3. Make recommendation to Faculty Senate regarding nominees for emeritus faculty status.

### Committee Members

| Position                            | Term    | Name            | Department/Division     |
|-------------------------------------|---------|-----------------|-------------------------|
| Senate Member 1, Chair              | 2024-27 | TBD             |                         |
| Faculty 1                           | 2024-27 | Robyn Wilde     | Natural Sciences        |
| Faculty 2                           | 2022-25 | Randy Shih      | Manuf./Mech. Eng. Tech. |
| Senate President                    | 2024-25 | Yuehai Yang     | Faculty Senate          |
| Senate Member 2                     | 2024-25 | Vanessa Bennett | Faculty Senate          |
| Faculty Emeritus, <i>ex officio</i> | 2024-25 | Sandra Bailey   |                         |

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## General Education Advisory Council

### Reporting Line

The General Education Advisory Council (GEAC) reports to the Provost.

### Membership Composition

The council composition is determined by the Provost. Currently, this includes the Associate Vice Provost of Academic Excellence; the Dean of HAS; a representative from each ISLO committee; a representative of the Faculty Senate Academic Standards Committee; faculty representing both colleges and campuses; one representative from the Honors Program; and other members as needed to ensure adequate representation.

Responsible parties for specific appointments or recommendations:

- Associate Vice Provost of Academic Excellence – recommendation of GEAC members to Provost
- Provost – faculty; chair (2-year term), may be reappointed; co-chair (from GEAC membership to support continuity during the last year of a chair's term)

### Council Responsibilities

1. Make recommendations concerning the structure of the bachelor's degree general education program.
2. Consult with Department Chairs to frame that structure to support student success in achieving Oregon Tech's Institutional Student Learning Outcomes (ISLOs). The Provost will support the committee's work and provide appropriate resources to achieve these ends.

### Council Members

| Position                | Term    | Name             | Department/Division            |
|-------------------------|---------|------------------|--------------------------------|
| Faculty 7, PM, Chair    | 2022-25 | Andria Fultz     | Communication                  |
| Faculty 1, Honors Rep.  | 2024-27 | Ben Bunting      | Humanities/Social Sciences     |
| Faculty 2               | 2022-25 | Ed Clint         | Humanities/Social Sciences     |
| Faculty 3               | 2024-27 | Andrea McCracken | Communication                  |
| Faculty 4               | 2024-27 | Travis Lund      | Natural Sciences               |
| Faculty 5               | 2024-27 | Phil Howard      | Computer Systems Eng. Tech.    |
| Faculty 6               | 2024-27 | Thomas Kivatinos | Humanities/Social Sciences     |
| Faculty 8 - CT Rep.     | 2022-25 | Krista Beaty     | Dental Hygiene                 |
| Faculty 9 - QLIA Rep.   | 2023-26 | David Hammond    | Applied Mathematics            |
| DPE Rep.                | 2023-26 | Jennifer Wilson  | DICE                           |
| Assoc. Vice Provost     | 2024-25 | Linus Yu         | Acad. Affairs/Acad. Excellence |
| Dean of HAS (Int.)      | 2024-25 | Denise Seabert   | Academic Affairs               |
| Academic Standards Rep. | 2024-25 | TBD              | Faculty Senate                 |

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## Graduate Council

### Reporting Line

The Graduate Council reports to the Provost.

### Membership Composition

The council is composed of at least eleven members including the Vice Provost; College Deans; CPC Chair; Program Directors or representative faculty members from each department with graduate programs (minimum of five); one faculty member from a department without a graduate program; a representative from the Library, and Registrar; and a graduate student.

Responsible parties for specific appointments or recommendations:

- Provost and Vice Provost – chair
- Provost, Vice Provost, and Faculty Senate President – faculty members

### Council Responsibilities

1. Act as the principal curriculum review and recommendation body for graduate programs.
2. Propose, recommend, and review admission policies for graduate programs.
3. Propose, recommend, and review policies relating to the efficient academic administration of graduate programs and the well-being of graduate students.
4. Consider student petitions for program exceptions, extensions, and reinstatement.
5. Conduct periodic and systematic program reviews.

### Council Members

| Position                       | Term    | Name               | Department/Division         |
|--------------------------------|---------|--------------------|-----------------------------|
| Faculty 1, NG Rep., Co-chair   | 2023-26 | Paula Russell      | Dental Hygiene              |
| Faculty 2, MSMFT/ABA, Co-chair | 2024-25 | MariaLynn Kessler  | Humanities/Social Sciences  |
| Faculty 3, MSCE                | 2024-27 | Roger Lindgren     | Civil Engineering           |
| Faculty 4, MSE, MSREE          | 2024-27 | Kangjae Lee        | Elec. Eng./Renewable Energy |
| Faculty 5, MSAH                | 2022-25 | Sophie Nathenson   | Humanities/Social Sciences  |
| Faculty 6, MSME'T              | 2024-27 | Wahab Abrous       | Manuf./Mech. Eng. Tech.     |
| Faculty 7, DPT                 | 2024-27 | Jacki Brechter     | Health Sciences             |
| Faculty 8, BIO                 | 2023-26 | Jherime Kellermann | Natural Sciences            |
| Faculty 9, CPC Chair           | 2023-26 | Caroline Doty      | Medical Laboratory Science  |
| Senior Vice Provost            | 2024-25 | Abdy Afjeh         | Academic Affairs/Research   |
| Dean of ETM                    | 2024-25 | Nesli Alp          | Academic Affairs            |
| Dean of HAS (Int.)             | 2024-25 | Denise Seabert     | Academic Affairs            |
| University Librarian           | 2024-25 | Cate Guenther      | Library                     |
| University Registrar           | 2024-25 | Wendy Ivie         | Registrar                   |
| Director                       | 2024-25 | Josephine Ness     | Admissions                  |
| Director                       | 2024-25 | Nate Bickford      | Academic Aff./Grad. Studies |
| Graduate Student               | 2024-25 | Heather Williams   |                             |

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## International Committee

### Reporting Line

The International Committee reports to the Provost.

### Membership Composition

The committee is composed of the Registrar; Admissions Director; Dean of Online Learning; Student Affairs representative; at least five faculty members, including one from outside of Klamath Falls, with an interest in international activities; and two students representing both campuses.

Responsible parties for specific appointments or recommendations:

- Provost – chair
- Provost and Faculty Senate President -- faculty

### Committee Responsibilities

1. Advisory body regarding international affairs at Oregon Tech.
2. Assist in development of goals and objectives for international student and faculty programs.
3. Consider issues related to the admission of international students, including TOEFL requirements, scholarships, and immigration.
4. Ensure hospitality mechanisms are in place, including host family programs for students.
5. Work with the International Students Club to assist with appropriate activities.
6. Consider and review opportunities for faculty exchanges.
7. Review and make recommendations regarding student exchange programs.
8. Maintain an inventory of international activities and areas of expertise within Oregon Tech.

### Committee Members

| Position             | Term    | Name               | Department/Division          |
|----------------------|---------|--------------------|------------------------------|
| Faculty 1, Chair     | 2022-25 | Hui-Yun Li         | Natural Sciences             |
| Faculty 2            | 2023-26 | Trevor Petersen    | Humanities/Social Sciences   |
| Faculty 3, Non-KF    | 2024-27 | Wangping Sun       | Manuf./Mech. Eng. Tech.      |
| Faculty 4            | 2022-25 | Jintai Wang        | Civil Engineering            |
| Faculty 5            | 2024-27 | Sonja Bickford     | Business Management          |
| Dean of Online/GE    | 2024-25 | Ruth Claire Black  | Online Learning              |
| Executive Director   | 2024-25 | Christopher Syrnyk | Honors/Prestig. Scholarships |
| Student Affairs Rep. | 2022-25 | Josie Hudspeth     | Student Affairs              |
| Univ. Registrar      | 2024-25 | Wendy Ivie         | Registrar                    |
| Student, KF          | 2024-25 | Cooper Hunt        |                              |
| Student, PM          | 2024-25 | Frank Ahenkorah    |                              |
| Student, PM          | 2024-25 | TBD                |                              |

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## Library Resources Commission

### Reporting Line

The Library Resources Commission reports to the Provost.

### Membership Composition

The committee is composed of the University Librarian (chair); College Deans; a representative from Information Technology Services, and Online Learning; the Portland-Metro campus librarian; and two students representing both campuses.

### Commission Responsibilities

1. Recommend the funds required for establishing desirable acquisition levels and a discerning allocation of budgeted funds to support the need for books, periodicals, and other educational materials.
2. Develop, implement, and revise policies that govern the use of library resources within and outside the library proper.
3. Meet at least once each quarter during the academic year.
4. College Deans -- responsible for assessing material needs for new or expanding programs.
5. Programmatic liaisons (departmental faculty) -- provide continuous input to librarian counterparts about ongoing needs.

### Commission Members

| Position               | Term    | Name             | Department/Division    |
|------------------------|---------|------------------|------------------------|
| Univ. Librarian, Chair | 2024-25 | Cate Guenther    | Library                |
| Dean of ETM            | 2024-25 | Nesli Alp        | Academic Affairs       |
| Assoc. Dean of HAS     | 2024-25 | Michelle Preston | Academic Affairs       |
| ITS Rep.               | 2022-25 | Tony Richey      | Information Technology |
| Online Learning Rep.   | 2022-25 | Carrie Dickson   | Online Learning        |
| Student, KF            | 2024-25 | Carter Grossgold |                        |
| Student, PM            | 2024-25 | TBD              |                        |

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## Online Learning and Advisory Council

### Reporting Line

The Online Learning and Advisory Council (OLAC) reports to the Provost.

### Membership Composition

The committee is composed of the Dean of Online Learning; the Director of Online Learning; Technology Manager; Associate Vice Provost of Academic Excellence; seven faculty members, including three from each college and one from outside of Klamath Falls, that represent departments involved in online learning; the College Deans (*ex officio*); and a CCT representative (*ex officio*).

Responsible parties for specific appointments or recommendations:

- Provost and Faculty Senate President – faculty members

### Council Responsibilities

1. Provide advice and consultation to the Provost.
2. Make recommendations to the Provost regarding online learning policies and guidelines.
3. Assist in resolving online learning problems, issues, and concerns.

### Council Members

| Position                             | Term    | Name              | Department/Division            |
|--------------------------------------|---------|-------------------|--------------------------------|
| Dean of Online/GE, Chair             | 2024-25 | Ruth Claire Black | Online Learning                |
| Director                             | 2024-25 | Carrie Dickson    | Online Learning                |
| Technology Manager                   | 2024-25 | Tony Richey       | Information Technology         |
| Associate Vice Provost               | 2024-25 | Linus Yu          | Acad. Affairs/Acad. Excellence |
| Faculty 1, ETM                       | 2024-27 | Yanqing Gao       | Manuf./Mech. Eng. Tech.        |
| Faculty 2, ETM                       | 2024-27 | TBD               |                                |
| Faculty 3, ETM                       | 2024-27 | Cristina Crespo   | Elec. Eng./Renewable Energy    |
| Fac. 4, HAS, CCT Rep. <i>ex off.</i> | 2024-27 | Andrea McCracken  | Communication                  |
| Faculty 5, HAS                       | 2024-27 | Paula Russell     | Dental Hygiene                 |
| Faculty 6, HAS                       | 2024-27 | Joseph Reid       | Applied Mathematics            |
| Faculty 7, Non-KF                    | 2023-26 | Andria Fultz      | Communication                  |
| Dean of ETM, <i>ex off.</i>          | 2024-25 | Nesli Alp         | Academic Affairs               |
| Assoc. Dean of HAS, <i>ex off.</i>   | 2024-25 | Michelle Preston  | Academic Affairs               |

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## Resource Budget Commission

### Reporting Line

The Resource Budget Commission (RBC) reports to the Provost.

### Membership Composition

The commission is composed of the Vice President of Student Affairs (chair; non-voting except in the event of a tie); the Associate Vice President of Financial Operations and Controller; Director of Academic Affairs at Portland-Metro; College Deans; ASOIT Presidents or designees; and two students representing both campuses.

### Commission Responsibilities

1. Meet unique needs within academic and non-academic departments at Oregon Tech.
2. Consider budget proposals and provide for overlooked needs at the University, specifically student projects and other curricular activities.
3. Allocate the resource budget every year.

### Commission Members

| Position              | Term    | Name                 | Department/Division        |
|-----------------------|---------|----------------------|----------------------------|
| Vice President, Chair | 2024-25 | Mandi Clark          | Student Affairs            |
| Assoc. VP/Controller  | 2024-25 | Alicia Dillon        | Finance and Administration |
| Dean of ETM           | 2024-25 | Nesli Alp            | Academic Affairs           |
| Dean of HAS (Int.)    | 2024-25 | Denise Seabert       | Academic Affairs           |
| Director, PM          | 2024-25 | Lara Pracht          | Academic Affairs           |
| ASOIT President, KF   | 2024-25 | Uriel Aguilar Torres | Student Government         |
| ASOIT President, PM   | 2024-25 | Ryland White         | Student Government         |
| Student 1, KF         | 2024-25 | Devon Stokes         |                            |
| Student 2, PM         | 2024-25 | Ted Mastrangelo      |                            |

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## University Promotion Advisory Committee

### Reporting Line

The University Promotion Advisory Committee (UPAC) reports to the Provost.

### Membership Composition

The committee is composed of seven teaching faculty at full professor rank representing both colleges; and the Associate Vice President of Human Resources (*ex officio*). No more than three new members may be appointed in any given year.

Responsible parties for specific appointments or recommendations:

- Provost – chair, UPAC service for a minimum of two years; may be reappointed
- Provost and Faculty Senate President – seven faculty (Provost – three appointees, Senate President – four appointees)
- Original appointing officer – appoint alternate if a member is unable to serve a portion of the assigned term

### Committee Responsibilities

1. Represent the institution; not respective departments, disciplines, or colleges.
2. Ensure candidates meet criteria and submission requirements outlined in OIT-20-040 and 20-041, respectively.
3. Review faculty promotion nominations and portfolios.
4. Make recommendations to the Provost, who makes final promotion decisions.

### Committee Members

| Position                             | Term    | Name            | Department/Division         |
|--------------------------------------|---------|-----------------|-----------------------------|
| Faculty 1, Chair                     | 2023-26 | Ken Usher       | Natural Sciences            |
| Faculty 2                            | 2022-25 | Randy Shih      | Manuf./Mech. Eng. Tech.     |
| Faculty 3                            | 2024-27 | Robyn Cole      | Medical Imaging Technology  |
| Faculty 4                            | 2024-27 | Tiernan Fogarty | Applied Mathematics         |
| Faculty 5                            | 2022-25 | Hui Yun Li      | Natural Sciences            |
| Faculty 6                            | 2023-26 | Sean St. Clair  | Civil Engineering           |
| Faculty 7                            | 2024-27 | Scott Prahl     | Elec. Eng./Renewable Energy |
| Assoc. Vice Pres., <i>ex officio</i> | 2024-25 | Sandi Hanan     | Human Resources             |

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## University Research Committee

### Reporting Line

The University Research Committee (URC) reports to the Provost.

### Membership Composition

The committee is composed of the Vice Provost; Dean of HAS; faculty including one from outside of Klamath Falls; Department Chairs representing ETM and HAS; and a Library representative.

### Committee Responsibilities

1. Promote a culture of research and creative works among faculty members and students at Oregon Tech.
2. Support and encourage faculty to advance their research programs or other creative works, particularly work with students via mentorship, funding, and various platforms and events that will facilitate research opportunities at Oregon Tech.
3. Organize events to train faculty members and students on the research process; inform faculty members and students about research-related resources at Oregon Tech (e.g. IRB and Sponsored Projects).
4. Organize and facilitate an internal and external speaker series.
5. Representation on various internal grant selection committees.
6. Work with departments to integrate research mentorship programs or research group initiatives.
7. Make recommendations to the Provost regarding the advancement of research at Oregon Tech in the committee's annual report.

### Committee Members

| Position                    | Term    | Name                    | Department/Division         |
|-----------------------------|---------|-------------------------|-----------------------------|
| Faculty 1, Co-Chair         | 2022-25 | Riley Richards          | Communication               |
| Faculty 2, Co-Chair         | 2024-25 | Darlene Swigart         | Dental Hygiene              |
| Faculty 3, Non-KF Rep.      | 2023-26 | Yasha Rohwer            | Humanities/Social Sciences  |
| Faculty 4                   | 2024-27 | Luis Hernandez          | Elec. Eng./Renewable Energy |
| Faculty 5                   | 2024-27 | Jintai Wang             | Civil Engineering           |
| Faculty 6                   | 2023-26 | Marybeth Grant Beuttler | Health Sciences             |
| Faculty 7, Dept Chr, ETM    | 2023-26 | Stefan Andrei           | Computer Systems Eng. Tech. |
| Faculty 8, Dept Chr, HAS    | 2024-27 | Kenneth Davis           | Applied Mathematics         |
| Senior Vice Prov., Research | 2024-25 | Abdy Afjeh              | Academic Affairs/Research   |
| Dean of HAS (Int.)          | 2024-25 | Denise Seabert          | Academic Affairs            |
| Library Representative      | 2024-25 | Cate Guenther           | Library                     |

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## FINANCE & ADMINISTRATION DIVISION

### Parking and Traffic Commission

#### Reporting Line

The Parking and Traffic Commission reports to the Vice President of Finance & Administration.

#### Membership Composition

The commission is composed of the Director of Campus Safety (chair); three faculty; three administrative/classified staff; four students including one ASOIT representative; and a representative from the Budget and Planning Office, Facilities Management Services & Capital Planning, and Student Affairs.

#### Commission Responsibilities

1. Establish equitable rules and regulations relative to parking administration traffic management on campus.
2. Distribute regulations governing parking administration and traffic management on campus.
3. Establish means for enforcement and hear appeals of violations of parking and traffic regulations.
4. Promote pedestrian safety programs and the development of safe walking conditions in and around campus using education, encouragement, engineering, enforcement and valuation.
5. Advocate for methods to support alternate fuel vehicles on campus to reduce the University's carbon footprint.
6. Identify and recommend group transit modalities to reduce the number of vehicles on campus.
7. Recommend means of improving parking, traffic control and safe driving on campus.
8. Recommend maintenance and construction projects related to parking.
9. Recommend to the Vice President of Finance and Administration parking fees and fines sufficient to support parking operations.

#### Commission Members

| Position              | Term    | Name                 | Department/Division              |
|-----------------------|---------|----------------------|----------------------------------|
| Director des., Chair  | 2024-25 | Christopher Bowman   | REMS - Campus Safety             |
| Director              | 2024-25 | Thom Darrah          | Facilities Mgmt Serv./Cap. Plan. |
| Budget/Planning Rep.  | 2022-25 | Maria Depuy          | Budget/Planning Office           |
| Student Affairs Rep.  | 2024-27 | Matt "Moose" Young   | Housing & Residence Life         |
| Faculty 1             | 2023-26 | Debbie McCollam      | Medical Imaging Technology       |
| Faculty 2             | 2024-27 | Rebeka Yocum         | Civil Engineering                |
| Faculty 3             | 2024-27 | Calvin Caldwell      | Computer Systems Eng. Tech.      |
| Admin./Class. Staff 1 | 2022-25 | Cindy Stripling      | Admissions                       |
| Admin./Class. Staff 2 | 2024-27 | Sarah Henderson Wong | Human Resources                  |
| Admin./Class. Staff 3 | 2022-25 | Michael Daenzer      | Facilities Mgmt Serv./Cap. Plan. |
| Admin./Class. Staff 4 | 2024-27 | Karen Blevins        | Payroll                          |
| ASOIT Rep.            | 2024-25 | Uriel Aguilar Torres | Student Government               |

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|                         |         |               |
|-------------------------|---------|---------------|
| Student 1, at-large     | 2024-25 | Julia Ketcham |
| Student 2, Non-resident | 2024-25 | TBD           |
| Student 3, Resident     | 2024-25 |               |

Traffic Commission Subcommittees

### **Traffic Appeals Board**

The Parking and Traffic Commission will designate members to serve on the Parking and Traffic Appeals Board (Board).

#### **Membership Composition**

Membership is composed of one faculty member, one staff member, and one ASOTT officer. Members are required to participate at least once on the Board during their Parking and Traffic Commission tenure.

#### **Subcommittee Responsibilities**

1. Render decisions on appealed citations based on State of Oregon statutes and Oregon Tech vehicle regulations.
2. Each member is required to participate at least one time on the appeals board during their Traffic Commission tenure.

### **Vehicle Accident Review Committee**

The Vehicle Accident Review Committee (VARC) is a subcommittee of the Parking and Traffic Commission.

#### **Membership Composition**

The VARC, when convened by the Director of Campus Safety, is composed of selected members of the Parking and Traffic Commission and anyone else necessary to complete the investigation.

#### **Subcommittee Responsibilities**

1. Review all accidents involving state vehicles owned by Oregon Tech or driven by its employees.
2. Make a determination as to the cause of each accident, and whether any further action should be recommended.

## **Radiation Safety Committee**

### **Reporting Line**

The Radiation Safety Committee reports to the Vice President of Finance & Administration through the Executive Director of Resilience, Emergency Management and Safety (REMS).

### **Membership Composition**

The committee is composed of the Radiation Safety Officer (RSO); Assistant Radiation Safety Officer(s) (ARSO); Dean of HAS; Executive Director of REMS; a Risk Management representative; an Instrument Technologist; and faculty members one of which may serve as the Chair.

Responsible parties for specific appointments or recommendations:

- Vice President of Finance & Administration

### **Committee Responsibilities**

1. Be familiar with related Oregon rules, the terms of the license and information submitted in support of the request for the license and its amendments.
2. Establish a program to ensure that all individuals whose duties may require them to work in the vicinity of radiation or radioactive material are properly instructed as required by the Oregon Administrative Rules (OAR) 333-111-0010, part of the Oregon rules for controlling radiation.
3. Review the training and experience of all individuals who use or handle radioactive materials (RAM) and determine that their qualifications are sufficient to enable them to perform their duties safely and in accordance with the rules and conditions of the license.
4. Review all requests for authorization to use radiation or radioactive materials within the university on the basis of safety and approve or deny the requests based on the limitations of the rules, the license, and the “As Low As Reasonably Achievable” (ALARA) principle.
5. Prescribe special conditions that will be required during a proposed method of use of radioactive material.
6. Review quarterly the summary report of the occupational radiation exposure records of all personnel.
7. Review annually the summary report of the entire Radiation Safety Program (RSP) provided by the RSO to determine that all activities are conducted safely, in accordance with Oregon rules and the conditions of the license, and consistent with the ALARA program and philosophy. The review must include an examination of records, reports from the RSO or ARSO, results of inspections, written radiation safety manual and procedures and the adequacy of the management controls system.
8. Recommend remedial action to correct any deficiencies identified in the RSP.
9. Maintain written minutes of all committee meetings, including members in attendance, discussions, actions, recommendations and decisions.
10. Ensure that the radioactive material license is amended when necessary.
11. Support the RSO in enforcing the rules and procedures specified by the license and procedures.

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**Committee Members**

| <b>Position</b>           | <b>Term</b> | <b>Name</b>      | <b>Department/Division</b>  |
|---------------------------|-------------|------------------|-----------------------------|
| Faculty 1, Chair          | 2023-26     | Rick Hoylman     | Medical Imaging Technology  |
| Faculty 2                 | 2023-26     | Vanessa Bennett  | Medical Imaging Technology  |
| Faculty 3                 | 2023-26     | Don McDonnell    | Medical Imaging Technology  |
| Faculty 4                 | 2022-25     | Jeannie Bopp     | Dental Hygiene              |
| Faculty 5                 | 2024-27     | Stacie Neely     | Dental Hygiene              |
| Faculty 6                 | 2023-26     | George Drouant   | Computer Systems Eng. Tech. |
| Radiation Safety Officer  | 2024-27     | Kent Fisher      | West Physics                |
| Asst. Rad. Safety Officer | 2022-25     | Jason Roach      | REMS                        |
| Assoc. Dean of HAS        | 2024-25     | Michelle Preston | Academic Affairs            |
| Exec. Director, REMS      | 2024-25     | Doug Tripp       | REMS                        |
| Instrument Technologist   | 2023-26     | Jason Tucker     |                             |
| Risk Mgmt Rep.            | 2024-27     | Vivian Chen      | Risk Management             |

## **Safety Commission**

### **Reporting Line**

The Safety Commission reports to the Vice President of Finance & Administration through the Executive Director for Resilience, Emergency Management and Safety.

### **Membership Composition**

The Safety Commission is comprised of the Vice President of Student Affairs or designee; the Associate Vice President of Human Resources or designee, the Director of Facilities Services or designee; the Associate Director of Campus Safety and Emergency Preparedness or designee; the Director of Integrated Student Health Center or designee; the College Union Manager or designee and a representative from PMC and OMIC. Academic members will include one faculty member from each of the two colleges and an ASOIT student representative from each campus. Other members may include representatives from areas such as custodial, dining services, risk management, support services, trades and instrument technicians. As recommended by Oregon OSHA, employee-selected (or volunteer) members may serve in addition to appointed members. PMC and OMIC members will serve as a site-specific subcommittee to the university Safety Commission.

### **Commission Responsibilities**

1. Engage members of the campus community in a collaborative effort to promote health and safety in the workplace.
2. Assist the university in mitigating health and safety-related issues and help identify recommendations for change.
3. Reduce or eliminate on-the-job accidents and safety-related risks by using every reasonable precaution available.
4. Meet on a monthly basis throughout the calendar year, as mandated by Oregon OSHA rules.
5. Receive and manage university-wide health and safety suggestions, reports of safety hazards, and workplace safety concerns.
6. Review accident data, quarterly inspections, reports of safety incidents and workplace injuries for the Klamath Falls campus, the Portland-Metro campus (PMC), Oregon Manufacturing Innovation Center (OMIC) and auxiliary sites to verify its efforts to mitigate safety hazards and risks university wide.
7. Evaluate and recommend health and safety policies and procedural improvements to the President of Oregon Tech through the Vice President of Finance and Administration.

### **Guiding Principles**

- Represent the university's continuous commitment to workplace health and safety
- Hold all employees accountable for the health and safety for the campus community
- Utilize approved methods for identifying and correcting health and safety hazards
- Summarize efforts to enhance workplace health and safety through the completion of an annual written review.

## **Governance**

The Vice President of Finance & Administration is an ex-officio, non-voting member of the Safety Commission, who may attend meetings to facilitate receipt of health and safety recommendations. The Executive Director for Resilience, Emergency Management and Safety or designee shall serve as the standing Chair of the Safety Commission, and the Assistant Director for Environmental Health and Safety or designated committee member shall serve as the Deputy Chair of the Safety Commission.

## **Commission Members**

| <b>Position</b>                     | <b>Term</b> | <b>Name</b>          | <b>Department/Division</b>       |
|-------------------------------------|-------------|----------------------|----------------------------------|
| Exec. Director, Chair               | 2022-25     | Doug Tripp           | REMS                             |
| Asst. Dir. Deputy Chair             | 2022-25     | Jason Roach          | REMS - EHS                       |
| Vice President, <i>ex officio</i>   | 2024-25     | Mandi Clark          | Student Affairs                  |
| Vice Pres. des., <i>ex officio</i>  | 2024-25     | Alicia Dillon        | Finance and Administration       |
| Provost                             | 2024-25     | Hesham El-Rewini     | Academic Affairs                 |
| Assoc. Vice Pres. des.              | 2022-25     | Sarah Henderson Wong | Human Resources                  |
| Associate Director des.             | 2024-25     | Christopher Bowman   | REMS - Campus Safety             |
| Director                            | 2024-25     | TBD                  | Integrated Stud. Health Ctr      |
| Manager                             | 2024-25     | Josh Winter          | College Union                    |
| Director of Facilities des.         | 2022-25     | Jim Lake             | Facilities Mgmt Serv./Cap. Plan. |
| Custodial Serv. Rep.                | 2024-27     | TBD                  | Facilities Mgmt Serv./Cap. Plan. |
| OMIC Rep. 1                         | 2023-26     | Mark Mitchell        | Oregon Manuf. Innov. Center      |
| OMIC Rep. 2                         | 2022-25     | Urmaze Naterwalla    | Oregon Manuf. Innov. Center      |
| PM Representative 1                 | 2022-25     | Sara Mansfield       | PM Campus Operations             |
| PM Representative 2                 | 2022-25     | Lara Pracht          | Academic Affairs                 |
| Dining Services Rep. <i>ex off.</i> | 2024-27     | Steve Kappler        | Sodexo                           |
| Procure./Cont./Risk Rep.            | 2024-27     | Leticia Hill         | PACS/Risk Management             |
| ITS Security/Comp. Rep.             | 2024-27     | Carl Agrifoglio      | Information Technology           |
| Trades Rep.                         | 2022-25     | Mike Brooks          | College Union, Maintenance       |
| Instrument Technician, KF           | 2024-27     | Conrad Veen          | Elec. Eng./Renewable Energy      |
| Instrument Technician, PM           | 2024-27     | Richard Ellis        | Elec. Eng./Renewable Energy      |
| Faculty 1, ETM                      | 2023-26     | Irina Demeshko       | Manuf./Mech. Eng. Tech.          |
| Faculty 2, HAS                      | 2022-25     | Ken Usher            | Natural Sciences                 |
| Faculty 3, Chem. Hyg. Ofcr          | 2023-26     | Rachel Edwards       | Natural Sciences                 |
| Staff 1                             | 2022-25     | Courtney Clemmer     | Housing & Residence Life         |
| Staff 2                             | 2024-27     | Gaylyn Maurer        | Health and Wellness              |
| KF Student Rep.                     | 2024-25     | Carter Grossgold     |                                  |
| Online Student Rep.                 | 2024-25     | Yesha Thakore        |                                  |
| Employee/Elected Vol. 1             | 2023-26     | Darryn Stevens       | Facilities Mgmt Serv./Cap. Plan. |
| Employee/Elected Vol. 2             | 2024-27     | Alicia Jones         |                                  |
| Radiation Safety Officer            | 2024-27     | Kent Fisher          | West Physics                     |

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## STRATEGIC ENROLLMENT MANAGEMENT & RETENTION DIVISION

### Admissions Committee

#### Reporting Line

The committee reports to the Provost/Vice President of Strategic Enrollment Management & Retention.

#### Membership Composition

The committee is composed of the Director (chair), and Assistant Director of Admissions; Directors of Athletics, Educational Partnerships and Outreach, Financial Aid, and Tech Opportunities Program; Registrar; a representative from Academic Advising & Retention, and Institutional Research; at least two faculty representing ETM and HAS; MATH Department Chair; Faculty Senate Academic Standards Committee Chair; an academic dean; and Associate Vice Provost of Strategic Enrollment Management & Retention.

#### Committee Responsibilities

1. Provide counsel concerning admission decisions, particularly those related to applicants who are not clearly admissible.
2. Assist in evaluation of current and proposed admission policies and procedures.
3. Give input regarding new student enrollment goals.

#### Committee Members

| Position                    | Term    | Name                | Department/Division            |
|-----------------------------|---------|---------------------|--------------------------------|
| Director, Chair             | 2024-25 | Josephine Ness      | Admissions                     |
| Director                    | 2024-25 | John Van Dyke       | Athletics                      |
| Director                    | 2024-25 | Carleen Drago Starr | Educational Part./Outreach     |
| Director                    | 2024-25 | Tracey Lehman       | Financial Aid                  |
| TOP Representative          | 2024-25 | Dahiana Padilla     | Tech Opportunities Program     |
| Asst. Director, KF          | 2024-25 | TBD                 | Admissions                     |
| Assoc. Vice Provost         | 2024-25 | Greg Stringer       | Strategic Enrollment Mgt./Ret. |
| Academic Dean               | 2024-25 | Ruth Claire Black   | Online Learning                |
| University Registrar        | 2024-25 | Wendy Ivie          | Registrar                      |
| Institutional Research Rep. | 2024-25 | Farooq Sultan       | Institutional Research         |
| Retention Rep.              | 2022-25 | Robert Ivory        | Advising & Retention           |
| AS Comm. Chair              | 2024-25 | TBD                 | Faculty Senate                 |
| Faculty 1, ETM              | 2023-26 | Chitra Venugopal    | Elec. Eng./Renewable Energy    |
| Faculty 2, HAS              | 2024-27 | TBD                 |                                |
| Faculty 3, Dept Chr, MATH   | 2024-27 | Ken Davis           | Applied Mathematics            |

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## Financial Aid Committee

### Reporting Line

The committee reports to the Provost/Vice President of Strategic Enrollment Management & Retention.

### Membership Composition

The committee is composed of the Associate Vice President of Financial Operations and Controller; Directors of Financial Aid, Admissions, Academic Advising & Retention, and Tech Opportunities Program; Registrar; five faculty members; and Associate Vice Provost of Strategic Enrollment Management & Retention.

Responsible parties for specific appointments or recommendations:

- Vice President – chair (faculty member)

### Committee Responsibilities

1. Hear financial aid appeals.
2. Determine the recipients of some scholarships.

### Committee Members

| Position                  | Term    | Name              | Department/Division            |
|---------------------------|---------|-------------------|--------------------------------|
| Faculty 1, Chair          | 2022-25 | Troy Scevers      | Computer Systems Eng. Tech.    |
| Faculty 2                 | 2022-25 | Jim Fischer       | Applied Mathematics            |
| Faculty 3                 | 2022-25 | Leah Jolly        | Medical Imaging Technology     |
| Faculty 4                 | 2024-27 | TBD               |                                |
| Faculty 5                 | 2024-27 | David Grossnickle | Natural Sciences               |
| Assoc. VPFO des.          | 2024-25 | Faletha Fowler    | Business Affairs               |
| Director                  | 2024-25 | Josephine Ness    | Admissions                     |
| Director                  | 2024-25 | Tracey Lehman     | Financial Aid                  |
| Director des.             | 2024-25 | Robert Evory      | Advising & Retention           |
| Director (Int.)           | 2024-25 |                   | Tech Opportunities Program     |
| University Registrar des. | 2024-25 | Ashlie Pence      | Registrar                      |
| Assoc. Vice Provost       | 2024-25 | Greg Stringer     | Strategic Enrollment Mgt./Ret. |

## Retention Committee

### Reporting Line

The Retention Committee reports to the Provost/Vice President of Strategic Enrollment Management & Retention.

### Membership Composition

The committee is composed of the Associate Vice Provost for Strategic Enrollment Management & Retention; staff from Academic Advising & Retention; Admissions; DICE; Financial Aid; Institutional Research; Online Learning; Peer Tutoring; Student Involvement & Belonging; Registrar; the College Deans; faculty representatives from ETM and HAS; and Department Chair representatives from ETM and HAS.

### Committee Responsibilities

1. Provide the point of contact for information about students at risk.
2. Gather and assess data on retention trends (aggregate as well as specific student groups).
3. Maintain, update, and oversee retention policies and practices.
4. Coordinate retention efforts university-wide.
5. Maintain metrics for retention goals; monitor/assess goals and steps to be taken in the future.

### Committee Members

| Position                            | Term    | Name                  | Department/Division            |
|-------------------------------------|---------|-----------------------|--------------------------------|
| Assoc. Vice Provost, Chair          | 2024-25 | Greg Stringer         | Strategic Enrollment Mgt./Ret. |
| Director                            | 2024-25 | Robert Ivory          | Advising & Retention           |
| Asst. Director                      | 2024-25 | Kelly Filipchuk       | Advising & Retention           |
| Advising Coord., ETM                | 2024-27 | Gary Preston          | Advising & Retention           |
| Advising Coord., HAS                | 2024-27 | Claire Peterson       | Advising & Retention           |
| Dean of ETM, <i>ex off.</i>         | 2024-25 | Nesli Alp             | Academic Affairs               |
| Dean of HAS (Int.) <i>ex off.</i>   | 2024-25 | Denise Seabert        | Academic Affairs               |
| Dean of Online Lng, <i>ex. off.</i> | 2024-25 | Ruth Claire Black     | Online Learning                |
| Assoc. Dean of HAS, <i>ex off.</i>  | 2024-25 | Michelle Preston      | Academic Affairs               |
| Faculty 1, Dept Chr, ETM            | 2024-27 | Sonja Bickford        | Business Management            |
| Faculty 2, Dept Chr, HAS            | 2022-25 | Franny Howes          | Communication                  |
| Faculty 3, ETM                      | 2024-27 | Yanqing Gao           | Manuf./Mech. Eng. Tech.        |
| Faculty 4, ETM                      | 2024-27 | Kangjae Lee           | Elec. Eng./Renewable Energy    |
| Faculty 5, HAS                      | 2024-27 | Christy VanRooyen     | Natural Sciences               |
| Faculty 6, HAS                      | 2024-27 | Alishia Huntoon       | Humanities/Social Sciences     |
| Admissions Rep.                     | 2024-27 | Josephine Ness        | Admissions                     |
| Director (Int.)                     | 2024-25 | Shawni Cayetano Ramos | Student Involvement/Belonging  |
| DICE Rep.                           | 2024-27 | Jennifer Wilson       | DICE                           |
| Financial Aid Rep.                  | 2024-27 | Tracey Lehman         | Financial Aid                  |
| Institutional Research Rep.         | 2024-27 | Farooq Sultan         | Institutional Research         |
| Online Learning Rep.                | 2023-26 | Carrie Dickson        | Online Learning                |
| Peer Tutoring Rep.                  | 2024-27 | Kinsey Babiracki      | Peer Tutoring                  |

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University Registrar

2024-25

Wendy Ivie

Registrar

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## STUDENT AFFAIRS DIVISION

### Americans with Disabilities Act Commission

#### Reporting Line

The Americans with Disabilities Act Commission reports to the Vice President of Student Affairs.

#### Membership Composition

The commission is composed of the Directors of Disability Services & Testing (chair), Housing and Residence Life, Integrated Student Health Center, and Facilities Management Services & Capital Planning; a Resilience, Emergency Management and Safety representative; the Associate Vice President of Human Resources; a representative from Information Technology Services, the Portland-Metro campus, and OPEU-SEIU; two students representing both campuses; two community members (one from Portland-Metro); two faculty members; and two staff members.

#### Commission Responsibilities

1. Review potential barriers to equal access to the programs, services, and activities of Oregon Tech, including on-campus and online, and recommend solutions.
2. Prepare an annual prioritization of the most pressing needs.
3. Review progress made in the past year on resolving access barriers.

#### Commission Members

| Position                   | Term    | Name                 | Department/Division              |
|----------------------------|---------|----------------------|----------------------------------|
| Director, Chair            | 2024-25 | Jennifer James       | Disability Services & Testing    |
| Assoc. Vice President des. | 2024-25 | Sarah Henderson Wong | Human Resources                  |
| REMS Rep.                  | 2024-25 | Jason Roach          | REMS - EHS                       |
| Director                   | 2024-25 | Thom Darrah          | Facilities Mgmt Serv./Cap. Plan. |
| Director                   | 2024-25 | Bonita Bontrager     | Housing & Residence Life         |
| Director                   | 2024-25 | TBD                  | Integrated Stud. Health Ctr      |
| Info. Technology Rep.      | 2024-27 | TBD                  | Information Technology           |
| OPEU-SEIU Rep.             | 2024-27 | TBD                  |                                  |
| Staff Rep. 1               | 2024-27 | Becca Ingerson       | Academic Advising & Retention    |
| Staff Rep. 2, PM           | 2023-26 | Ryan Henley          | Disability Services & Testing    |
| Faculty 1                  | 2024-27 | Travis Owen          | Natural Sciences                 |
| Faculty 2                  | 2024-27 | Feng Shi             | Elec. Eng./Renewable Energy      |
| Student, KF                | 2024-25 | TBD                  |                                  |
| Student, PM                | 2024-25 | TBD                  |                                  |
| Community Member, KF       | 2024-25 | TBD                  |                                  |
| Community Member, PM       | 2024-25 | TBD                  |                                  |

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## College Union Commission

### Reporting Line

The College Union Commission reports to the Vice President of Student Affairs.

### Membership Composition

The commission is composed of the Vice President of Student Affairs (chair); Associate Vice President of Financial Operations and Controller; representatives from Student Involvement & Belonging; College Union Manager; one faculty representative from ETM and HAS; the Klamath Falls ASOIT President; two ASOIT representatives; three students-at-large; one administrator-at-large; and administrative support.

Responsible parties for specific appointments or recommendations:

- KF ASOIT President – ASOIT representatives
- College Union Commission – students-at-large
- Vice President of Finance and Administration – administrator-at-large

### Commission Responsibilities

1. Review and approve all proposals and/or recommendations pertaining to remodeling or additions to the College Union building before being presented to the Facilities Planning Commission.
2. Review and recommend to the University President, policies for campus extra-curricular activities and programs conducted in the College Union building.
3. Review and recommend to the Incidental Fees Commission the adoption of budgets for the College Union and Conference Committee charge.

### Commission Members

| Position               | Term    | Name                  | Department/Division           |
|------------------------|---------|-----------------------|-------------------------------|
| Vice President, Chair  | 2024-25 | Mandi Clark           | Student Affairs               |
| Assoc. VP/Controller   | 2024-25 | Alicia Dillon         | Finance and Administration    |
| Director (Int.)        | 2024-25 | Shawni Cayetano Ramos | Student Involvement/Belonging |
| Manager                | 2024-25 | Josh Winter           | College Union                 |
| Administrator at-large | 2024-27 | Don Stockton          | Veterans Services             |
| Faculty 1, ETM         | 2024-27 | Douglas Lynn          | Computer Systems Eng. Tech.   |
| Faculty 2, HAS         | 2023-26 | TBD                   |                               |
| ASOIT President, KF    | 2024-25 | Uriel Aguilar Torres  | Student Government            |
| ASOIT Rep. 1           | 2024-25 | Carter Grossgold      | Student Government            |
| ASOIT Rep. 2           | 2024-25 | TBD                   | Student Government            |
| Student at-large 1     | 2024-25 | Devon Stokes          |                               |
| Student at-large 2     | 2024-25 | Owen Hanson           |                               |
| Student at-large 3     | 2024-25 | Jae Maller            |                               |
| Student-at-large 4     | 2024-25 | Heather Ritter        |                               |
| Administrative Support | 2024-25 | Rachel Winters        | Student Affairs               |

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## Student Hearing Commission

### Reporting Line

The Student Hearing Commission reports to the Vice President of Student Affairs.

### Membership Composition

The commission is composed of a minimum of eight faculty, including at least three each from ETM and HAS; two Graduate Council members representing ETM and HAS; at least three students, including one graduate student and one from Portland-Metro; and the Dean of Students (*ex officio*).

Responsible parties for specific appointments or recommendations:

- President – chair (faculty member)

### Commission Responsibilities

1. Provide an opportunity for communication between students and faculty members.
2. Consider any university-wide problems of student-faculty relationships and make recommendations to the appropriate College Dean.
3. Conduct hearings for students whose conduct is not in keeping with the standards of the University as described in the Student Conduct Code.
4. Conduct hearings for students as a result of unresolved academic grievances.
5. A quorum is necessary to make recommendations (a majority of members, one of whom is a student).

### Commission Members

| Position                          | Term    | Name               | Department/Division         |
|-----------------------------------|---------|--------------------|-----------------------------|
| Faculty 1, ETM, Chair             | 2024-27 | Carmen Morgan      | Business Management         |
| Faculty 2, ETM                    | 2023-26 | SuJin Lee          | Applied Computing/Geomatics |
| Faculty 3, ETM, GC Rep.           | 2024-27 | Wahab Abrous       | Manuf./Mech. Eng. Tech.     |
| Faculty 4, ETM                    | 2023-26 | Luis Hernandez     | Elec. Eng./Renewable Energy |
| Faculty 5, ETM                    | 2023-26 | Roger Lindgren     | Civil Engineering           |
| Faculty 6, HAS                    | 2024-27 | Christopher Hamper | Emergency Medical Services  |
| Faculty 7, HAS, GC Rep.           | 2024-25 | Jherime Kellermann | Natural Sciences            |
| Faculty 8, HAS                    | 2024-27 | Carrie Groves      | Medical Imaging Technology  |
| Vice President, <i>ex officio</i> | 2024-25 | Mandi Clark        | Student Affairs             |
| Student 1, KF                     | 2024-25 | Keegan Dentinger   |                             |
| Student 2, KF                     | 2024-25 | TBD                |                             |
| Student 1, PM                     | 2024-25 | TBD                |                             |
| Student 2, PM                     | 2024-25 | TBD                |                             |
| Student 3, GC Rep.                | 2024-25 | TBD                |                             |

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## Veterans Action Committee

### Reporting Line

The Veterans Action Committee reports to the Vice President of Student Affairs.

### Membership Composition

The committee is composed of the Director of Veterans Services (chair); a member of the PM Student Services team; VA Certifying Official; representatives of the Veterans Resource Center; and other members who exhibit an interest in working with military veteran and military-affiliated students and their families.

### Committee Responsibilities

1. Work with the Oregon Tech Veterans Resource Center to sustain a veteran-friendly and empowering organization.
2. Work with the University to make all Oregon Tech services, programs, and resources known to and effective in their delivery to on-campus veterans and military-affiliated students.
3. Be a resource for orientation, retention, academic success, and career opportunities for veterans and military-affiliated students at Oregon Tech.

### Committee Members

| Position                  | Term    | Name              | Department/Division        |
|---------------------------|---------|-------------------|----------------------------|
| Director, Co-Chair        | 2024-25 | Don Stockton      | Veterans Services          |
| Faculty 1, Co-Chair       | 2023-26 | Ed Clint          | Humanities/Social Sciences |
| Student Services Rep., PM | 2022-25 | Josie Hudspeth    | PM Student Affairs         |
| VA Certifying Official    | 2022-25 | Michelle Monteith | Financial Aid              |
| Student VRC Manager       | 2024-25 | TBD               | Veterans Services          |
| Student VRC Rep.          | 2024-25 | TBD               | Veterans Services          |
| Student VRC Rep. 1, PM    | 2024-25 | TBD               | Veterans Services          |
| Student VRC Rep. 2, PM    | 2024-25 | TBD               | Veterans Services          |
| Faculty 2                 | 2022-25 | Kristy Weidman    | Business Management        |
| Faculty 3                 | 2024-27 | Trevor Petersen   | Humanities/Social Sciences |
| Student Representative    | 2024-25 | Keegan Dentinger  |                            |