Oregon Tech President's Council
Minutes – October 11, 2018

Roll Call: See attached

Call to Order:
Chair Kuleck called the meeting to order at 2:10 p.m.

Approval of June 14, 2018 Minutes:
Motion made to approve minutes from June 14, 2018. Seconded. **Approved with no changes.**

Opening Comments by Dr. Kuleck:
Dr. Kuleck asked Sandra Fox to take over conducting the meeting so he could participate more fully in the discussion. Dr. Kuleck suggested imposing a rule that there be a one-week minimum for any documents submitted for President's Council Agenda.

Old Business:

1. **OIT-XX-XXX (OIT-20-04x) Rank and Promotion for Non-Tenure Track Instructional Faculty – Sponsored by Faculty Senate**

Discussion held:
Brian Fox stated that portions of this policy probably ought to be part of the bargaining process.

Dr. Kuleck expressed a need for further clarification between distinguishing non-tenure track between fixed term (one or two year appointments) and professional track, which provides a pathway to promotion

Tom Keyser commented that on the first page, the last paragraph says they are not expected to participate at the same level as tenure track faculty. There is no defined level anywhere of what "same level" means.

Prof. Torres moved to recommend approval to the President of this policy with the striking of the last two sentences of the second paragraph on the first page. Seconded–**motion failed**.

Erika Veth moved to postpone this policy, return it to Faculty Senate for an expedited meeting so that is can be discussed and brought forward to this council at a December meeting. Seconded.

Erika Veth modified her motion to bring this policy back to the President's Council at our December meeting. Modified second. **Motion passes unanimously**.

2. **OIT-XX-XXX Drone Policy – Sponsored by Environmental Health & Safety, Via Executive Staff**

   Brian Fox moves to approve this policy as written. Seconded.

   Discussion held:
   Erin Foley expressed potential for confusion having to refer to FAA regulation rather than having them spelled out in the policy.

   Jim Jones explained that FAA regulations change frequently and as a result, annual policy review and approval would be required.

   Sandra Fox: Motion on the table was to recommend approval of the drone policy as written to the President. **Motion passes unanimously**.

New Business:

1. **Rescind OIT-50-001 Issuance of Keys – Sponsored by Facilities Management Services, Via Executive Staff**

   Brian Fox makes motion to rescind OIT-50-001. Seconded by **Dr. Kuleck** and Dean Maupin. No discussion. **Motion passes unanimously**.

2. **Preview and discussion of Sexual and Gender Based Discrimination Policy – Sponsored by Diversity and Inclusion, Via Executive Staff**

   Discussion held:
   Dave Groff explains that there is a lack of legal coverage for the university, because we are lacking certain policies we need to have in place.

   Tanya Coty explains that policies are being worked on regarding gender and sexual based misconduct, harassment, and civil rights in collaboration with Erin Foley and Sandi Hanan. They will be one policy one process, for students and staff.

   Informational only at this point. Draft policies will be brought back to the President's Council in December or January.

3. **Preview and discussion of Civil Rights Policy – Sponsored by Human Resources, Via Executive Staff**

Discussion held:
Dave Groff explains that there is a lack of legal coverage for the university, because we are lacking certain policies we need to have in place.

Tanya Coty explains that policies are being worked on regarding gender and sexual based misconduct, harassment, and civil rights in collaboration with Erin Foley and Sandi Hanan. They will be one policy one process, for students and staff.

Informational only at this point. Draft policies will be brought back to the President's Council in December or January.

4. **OIT-XX-XXX – Academic Standards Transfer of Credits – Sponsored by Faculty Senate**

Discussion held:
Prof. Torres shared her concern that Oregon Tech accepts everything, but then does a bait and switch by saying we accept everything, but then really we don't once the student gets into the program. In addition, if we accept everything, then our students graduate with over 200 credits and that hurts the students as well as OIT. It also makes us look bad to HECC. Also identifies the policy in question as **OIT-13-011**.

Erika Veth commented that this policy was discussed and approved by Academic Standards, during Spring Term, and Wendy Ivie and Veth were to be part of, but were unable. Is concerned that credit for prior learning could be affected by this, and does not believe the Committee discussed it. This would also have required review of Fall transfer evaluations and believes that was not discussed. In addition, there are many students that go back-and-forth between different programs. Asked how will these students be reassessed if they have already been accepted for a certain amount of credits?

Prof. Maupin moved to table it until we can actually have them aligned; **Jim Jones** seconded.

Dr. Kuleck commented that this is a good first step and the process appears to be very labor intensive. Wendy relayed some comments to Dr. Kuleck by email: Wendy is concerned about the competitiveness for recruitment, because we have an edge, in that we do not screen out what students are allowed to transfer, even if they end up not counting. There will be a lot of redoing of transfer evaluations.

Dr. Afjeh expressed concern about students who come in as a transfer student and change their mind about their major. Are we going to going to reevaluate, and if we do accept certain credits, do we then go back and not accept them because they changed their major? This presents a problem. In addition, some state legislatures mandate that you must accept credits earned at other institutions whether they apply to the student's major or not.

Brittany Miles recommended that when the committee review this they loop this into the Provost's Office. Said HB 2998 that is addressing all these transfer issues and making it easier for students to transfer from community college to university. Was just at a HECC meeting where the transfer of credit conversation came up. Important that when Oregon Tech is revising these policies and that we be as transparent as possible, for students to understand how their courses track and how they graduate those students.

Brian Fox recommended that we make sure we are not inhibiting the speed of the degree or the credit accumulation of that degree, and that these are two things on which we should stay highly focused.

Di Saunders commented that we would probably want to have an appeal process instead of a single advisor making a decision. There could be some differences between advisor and the students would probably need to have the option to have an appeal process.

Sandra Fox: Pending motion on the floor that this be tabled for further review and inclusion of Committee members who were not able to participate. There is no date in the motion by which to bring it back, it is open ended. **Motion passes unanimously**.

The following items may carry forward to the December meeting:

1) **OIT-20-04X or OIT-XX-XXX Academic Appointment, Rank and Promotion for Non-Tenure Track Instructional Faculty – Sponsored by Faculty Senate**

2) **If possible a new policy on Sexual and Gender Based Discrimination – Sponsored by Diversity and Inclusion, Via Executive Staff**

3) **If possible a new policy on Civil Rights – Sponsored by Human Resources, Via Executive Staff**

4) **Academic Calendar Committee Report, March 20, 2018; Recommendation of ad hoc Academic Calendar Committee – Sponsored by Faculty Senate**

5) **Policy template update – University Counsel**

6) **Academic Standards Committee Proposal Regarding the Foreign Language Requirement Policy – Sponsored by Faculty Senate**

Prof Torres suggested that we meet longer

Dr. Kuleck suggested we meet for one hour-and-one-half

Future meeting schedule:
   a. ~~Thursday, October 11, 2018 – 2pm~~
   b. Tuesday, December 4, 2018 – 2pm (special meeting)
   c. Thursday, January 10, 2019 – 2pm
   d. Thursday, March 14, 2019 – 2pm
   e. Thursday, May 16, 2019 – 2pm
   f. Thursday, June 13, 2019 – 2pm

Adjournment: 3:00 pm

Oregon Tech President's Council <u>Roll Call</u>

MEMBER/NAME	YES	NO
CHAIR: GARY KULECK, Provost & V.P. for Academic Affairs	X	
TOM KEYSER, Dean, College of Engineering, Technology, and Management	X	
LEANN MAUPIN, Dean, College of Health, Arts & Science	X	
BRIAN FOX, VP Finance & Administration	X	
ERIN FOLEY, VP Student Affairs & Dean of Students	X	
ERIKA VETH, Associate VP Strategic Enrollment Management; Dean Online Learning	X	
ABDY AFJEH, Associate Provost Research & Academic Affairs	X	
DI SAUNDERS, Associate VP Communication & Public Affairs	X	
TRACY RICKETTS, Associate VP Development & Alumni Relations	X	
JIM JONES, Associate VP- Chief Information Officer. Information Technology Services	X	
SANDRA FOX, Board Secretary Board of Trustees (*Ex Officio*)	X	
ADRIA PASCHAL, Senior Executive Assistant (*Ex Officio*)	X	
SUZETTE YAEZENKO, Associate VP Human Resources; Civil Rights Officer		X
TERRI TORRES, President – Faculty Senate	X	
JUNMIN YEE, President – ASOIT Klamath Falls	X	
TBD, President – ASOIT Wilsonville		X
SANDI HANAN, Chair, Administrative Council	X	
BRITTANY MILES, Asst. VP Government Relations	X	
DAVID GROFF, Secretary – President's Council (*Ex Officio*)	X	
OTHERS PRESENT: Matthew Sleep, Asst. Prof., Civil Engineering Tanya Coty, Diversity/Title IX Officer PAM GROVE, Legal Assistant to David Groff, Secretary-President's Council	X X X	