Oregon TECH

FACULTY SENATE

Minutes

The Faculty Senate met on December 7, 2021, in the Sunset Meeting Room of the College Union (Klamath Falls campus) and via Zoom for Portland-Metro faculty and others attending remotely.

Attendance/Quorum

President Terri Torres called the meeting to order at 6:00pm. All Senators or alternates were present except for Christopher Syrnyk.

Approval of Minutes

The minutes for the November 2, 2021 Faculty Senate meeting were approved with no changes.

Reports of the Officers

Report of the President – Terri Torres

- Terri began her report by thanking our IT workers for helping get the room ready for this meeting.
- She also thanked Erin Foley for working with faculty to get the water fountains turned back on.
- Terri gave a presentation to the Board on November 18th, presenting in particular concerns raised by our Faculty Senators.
    - She told the Board that we hope to work this year on an Academic Master Plan, a General Education review, improvements to retention and enrollment, and an increased dedication to inclusion and diversity.
- She also said that SenEx has planned a special session of Faculty Senate on January 18th. During this session we will be discussing the reorganization of Faculty Senate post-CBA.
- Terri has met with the Provost.
    - She learned that the NTT promotion policy is currently under legal review by Dave Groff. There should be feedback coming within the next few weeks.
    - They discussed DICE, and a faculty-centric subcommittee that will fit into the new Senate organization.
    - They also discussed a syllabus-generating program that has been presented to department chairs. Terri requested that all faculty get a chance to give feedback on this program before it is adopted.
    - The new lecture-capture program, Yuja, was discussed. Terri was assured that Canvas Studio will retain its functionality. The Yuja license has been purchased for one year.
    - Terri recommended Randall Paul as a Senate representative on the Academic Master Plan steering committee.
- Terri also met with Dr. Naganathan, and they discussed the campus climate survey. Andria Fultz agreed to serve as a Senate representative on the committee that is organizing that survey.
    - Terri and Dr. Naganathan also discussed restarting Town Halls. She says that there is a plan to get those started again.
    - We need to revisit the Strategic Plan pillars in the new year; there will be more action on this in 2022.
- Terri said that Laurie Yates has agreed to chair Academic Standards, while Yuehai Yang has agreed to chair RPT.
- Terri said that state-level committees are constantly looking for faculty representation. She can't be specific about which committees are looking for members right now, but let her know if you're interested in serving Oregon Tech in this capacity.
- Next, Terri listed the current charges for Academic Standards and RPT.
    - These charges are listed verbatim on **page 14**.
- End of report.

Report of the Vice President – Lindy Stewart

- Lindy attended the Academic Council meeting on November 9th.
    - There was a presentation on Simple Syllabus (the program Terri mentioned previously).
        - The program is ADA-compliant.
        - In short, the program allows for consistent syllabus design and presentation across the university.
        - It works well alongside Canvas.
        - Lindy says that, in her opinion, this program would be a step forward in how we design and distribute our syllabi at Oregon Tech.
    - Ken Davis presented on the idea of writing "Wow Letters" for students who are high-achieving in your classes. This would be a way of recognizing these students beyond simply giving them a high grade.
    - Paul Titus gave a presentation on adjunct contracts. They are trying to streamline the process of bringing adjuncts on board and also trying to do a better job of tracking who is hired, and who is teaching what. This is a work in progress at the moment.
    - As of November 9th, program assessments are 50% complete.
    - Student workers are available through peer consulting to help your students by providing various tutoring services.
- Questions?
    - There were no questions.
- End of report.

Report of the ASOIT Delegates – Jack Zoucha

- Jack gave a brief presentation on the in-process Student Bill of Rights that ASOIT is working on.
    - The slides from this presentation are included in the packet on **pages 15-20**.
- Questions?
    - Sean Sloan asked if students wanted a day in *every* financial decision the university makes.
        - Jack clarified that this was not the case; however, he reiterated that large-scale financial decisions that impact students should be made with student input.
    - Dibyajyoti Deb asked if ASOIT has ever had a Bill of Rights before.
        - Jack replied that there's a very vague version of such a document in the Student Code of Conduct, but this new version would be much more comprehensive and specific.
    - Deb also asked if other universities in Oregon have a document like this one, and Jack answered that Oregon Tech is the only Oregon university that *doesn't* already have such a document.
- If others have input for Jack and/or ASOIT at large regarding this document, they should send feedback to Jack or Brie Landis, the ASOIT representatives to Senate.
- End of report.

Reports of the Standing Committees

Faculty Rank Promotion & Tenure (RPT)

- No report.

Faculty Welfare

- No report.

Academic Standards

- No report.

Faculty Compensation (FCC)

- No report.

Reports of Special or Ad Hoc Committee

- Currently, there are no Special or Ad Hoc committees.

Unfinished Business

- There was no unfinished business.

New Business

Terri Torres

- Terri asked CJ Riley to speak briefly about Grad Council's proposed revision to the Continuous Enrollment Policy.
    - Grad Council has been considering this revision for awhile, with the idea being to make the enrollment policy more inclusive for all students in all situations.
        - Randall Paul asked to clarify that this policy revision would make it so that graduate students who aren't actively on campus and using campus resources while enrolled (say, for example, they are enrolled but doing research abroad) they would be spared the enrollment fees during that time.
            - CJ agreed that this is the case.
        - Deb helped explain that different graduate programs handle things very differently at Oregon Tech, so these policy revisions were meant to make sure that all of those different programs are treated equitably.

CJ Riley

- CJ spoke to explain the one-sheet he provided for Senate's consideration in the December packet.
    - You can find this document on **page 21** of this packet as well.
    - He said that we are in the midst of a process of reimagining what Faculty Senate will be in the wake of the ratification of the CBA: now that OT-AAUP is in charge of faculty welfare issues around labor, how will Senate become a more academically-oriented body in response to that change?
        - Part of the value of this exercise, CJ says, is that it will help us (faculty) better express our authority and responsibilities within the larger university community.
            - We want to be a meaningful partner in the shared governance of the university, and a well-thought-out reorganization will assist in this.
- CJ motioned that Senate charge SenEx with reviewing the constitution and charter of the Faculty Senate to make sure that 1) those documents are in line with the current mission and goals of the Senate and 2) to make sure that the charter and constitution are not in conflict with the Board's policies and resolutions, or with OT-AAUP's governing documents.
    - The motion was seconded.
    - I suggested an amendment to the motion: that SenEx should evaluate the Senate bylaws in addition to the constitution and the charter.

- Sean asked if the President, Provost, and Deans should be included in this conversation.
    - Terri responded that SenEx is already working in consultation with the Provost, and that she also meets monthly with Dr. Naganathan as well.
        - Sean then asked if we could amend the motion to make it so SenEx resolves to work directly with the administration, but CJ pointed out that Senate is unable to charge administrative figures with work. Sean then suggested that we make sure to invite them to be part of the process even if they can't be formally charged with joining in.
- The motion was approved.

Open Floor

Yuehai Yang

- Yuehai spoke to raise awareness that the CBA language on sabbaticals is unclear. In particular, he pointed out that it's unclear in the language whether you must be at Oregon Tech for 18 terms before you can *apply* for sabbatical, or if you must be here for 18 terms before you can *leave on* sabbatical.
    - Sean asked about the feedback Yuehai has gotten on this question. Yuehai responded that some administrators told him that he could only *apply* after 18 terms, but that some faculty, including ones that worked on the wording of the CBA article, said that it was intended to say that you can *leave* after 18 terms.
        - Lindy spoke in favor of the former interpretation.
    - Terri thanked Yuehai for bringing this concern up, but said that she would talk to Beverly McCreary and the Provost and see what the "official" interpretation is.

Ben Bunting

- I spoke on behalf of Cristina Negoita, who emailed me a concern prior to the meeting. The text of the email is excerpted below, and was read out loud at the meeting:
    - "I would like to ask about the Dean evaluation policy - in particular, when was the last such evaluation conducted, and when will the next one evaluation happen, and how can we ensure that all faculty have a voice in the process?"
        - The current policy on Dean Evaluation (OIT-23-031) states that the evaluation survey used will be approved by the Provost and the Faculty Senate before being administered.
    - Dr. Mott spoke to say that last year the ETM Dean was evaluated using this process and following the existing policy. This year the HAS Dean will be evaluated, and the process will begin in the winter term.

Bobbi Kowash

- Bobbi asked about the NTT policy, and whether it is currently being considered under the 30-day public viewing window or being looked at by Dave Groff.
    - Dr. Mott answered that, essentially, both are true: Dave is evaluating the policy and that *is* the 30-day viewing period that was mentioned elsewhere.
- Bobbi also asked if it was possible to get more information on the progress of the campus climate survey. In particular, she wanted to know if work on the survey was going to happen while people (faculty in particular) were on break.
    - Dr. Mott said that she is not involved directly in that process and that questions should be directed to John Harman.

- John spoke (technically after Deb's Open Floor item, but I'm putting it here for clarity) to let the Senate know that the university has finalized a contract with Modern Think, and an advisory team is getting put together to guide the process. He said that they are likely to begin their work right before the holiday break, but the more detailed work will begin in early January.

Dibyajyoti Deb

- Deb spoke to follow up on the concern about the Testing Center he previously described during Senate's November meeting. He said that he was told by Erin Foley that Portland-Metro faculty could be asked to proctor exams for individual students in the future as a solution. He requested to Erin that in the future, Portland-Metro campus students be included in the Testing Center purview – along with students who have sports-related absences and ACES students. He provided this update and there were no questions.

Randall Paul

- Randall asked if it's been decided (or when it will be decided) whether committees like GEAC will be included under Faculty Senate's purview in the future.
    - Terri answered that that will be discussed in detail during our January special session of Senate.

Report of the Provost – Dr. Joanna Mott

- Dr. Mott began by thanking everyone for helping to keep campus safe and helping to avoid a large campus outbreak of COVID this term.
- Registration is currently ongoing for winter. Fall saw significant decreases: 9.8% in headcount, 8.1% in student credit hours.
    - As a result, the winter term numbers will also be lower than last year.
    - This will effect our budget negatively.
    - Dr. Mott encouraged advisors to make sure that all their students are getting registered.
    - The Deans and chairs are discussing strategies alongside Admissions and Advising and Retention, looking to improve recruiting and, in particular, engage with students over the summer between the times they put in their deposit and classes start for the fall.
- So far, twenty faculty position requests have been granted for next year, with potentially a few more on the way.
- Voting was just completed for representatives on the Academic Master Plan steering committee. There will be two faculty representatives.
    - As mentioned previously, Terri has nominated Randall Paul on behalf of the Senate.
- Questions?
    - There were no questions.
- End of report.

Report of the President's Council Delegate – Terri Torres

- No report.

Report of the Inter-institutional Faculty Senate (IFS) Representative – Maureen Sevigny and Lindy Stewart

- Maureen said that IFS met November 19th. At that meeting, Lindy Stewart was selected as IFS President. This is Oregon Tech's first IFS President since 2002, according to Maureen.
- HECC is meeting tomorrow and the next day, and these are public meetings.

    - Tomorrow's meeting is on the Funding and Achievement Subcommittee. Maureen asked if someone could join that meeting, because Maureen will have to miss her portion of the meeting because of other commitments. She does intend to attend the Thursday meeting and report back.
    - Maureen mentioned the differences between Oregon universities' PTR policies. This is one item that has been part of the HECC discussions.
- The common course numbering effort has started to focus in on specific courses. Maureen says that many of these specific courses are likely to need to be changed from three credits to four.
    - The weight of these changes may fall on the humanities and social sciences.
    - Nine courses will be put under review in 2023-2024. One course cluster is writing courses, another is math courses, and another is a set of communication courses.
    - The specific courses currently under consideration are included on a document found on **page 22**.
    - Maureen recommends that we maintain state-level representation as this situation develops so that we can have a say how things turn out. She also says that humanities and social sciences should start preparing to make the switch to four credits.
    - She also shared a link that shows in more detail the courses that are currently being considered:
        - https://docs.google.com/spreadsheets/d/1VHROo8ykRIjbsSRTSPVSHEQ4AgwmSFWbBs9dkaad5GM/edit?usp=sharing
    - Vanessa asked how this common course numbering initiative would square with the Provost's proposed goal of getting all Oregon Tech programs down to 180 total credits.
        - Randall answered that the common course numbering initiative is intended to be credit-neutral (i.e., instead of taking four 3-credit courses, students might take three 4-credit courses that cover the same material).
    - Terri asked about opportunities to represent Oregon Tech at the state level.
        - Maureen was a bit confused and said that she hadn't actually mentioned these opportunities (Secretary note: according to my notes, it was actually Terri who mentioned this earlier in the meeting, during the President's report).
- End of report.

Report of the Fiscal Operations Advisory Council (FOAC) Representative – Lindy Stewart

- Lindy said that FOAC met on November 10th.
    - FOAC reviewed the FY 2021 Management Report.
        - This report is included in our packet on **pages 23-49**.
    - Lindy also reported that currently, construction costs in general are 30% higher than normal.
        - This will impact our budget and our capital projects.
    - There is a proposal being written to build new student housing (on the Klamath Falls campus).
    - Provost Mott did receive $5.5M from HECC for the Center For Excellence For Applied Computing and rural health initiatives.
    - The Management Report also addresses in detail how the COVID funds were spent by the university.
        - Lindy said that a lot of it went to technology and upgrades.
    - The CEET will be open for the university on December 17th.
    - Lindy said she has seen the design for the Boivin update. There are cosmetic changes to the outside, but the inside of the building will be completely different. She said that it will be "beautiful."
    - Two roundabouts are set to be built near campus; Oregon Tech is paying for one of them, and the city is paying for the other one.
    - The track and stadium renovation is 100% complete.
    - Architectural firms are being interviewed to design the new student residence building.

- Questions?
    - Vanessa asked where the roundabouts are projected to be installed.
        - Lindy said that one will be at the intersection of Campus Way and Dan O' Brien (Oregon Tech-funded), while the other will be near the hospital, on Daggett (city-funded).
    - Deb spoke to add to the FOAC report:
        - COVID funds have to spent by May 2022; it's possible to extend them for one more year, but that's not guaranteed.
        - At the moment, we have a $17M funding balance, but the funding will decrease over the next two years ($1.1M next year and $2.6M the year after).
            - Vanessa asked what happens if we don't spend the COVID money. Deb said it would just go back and remain unused.
            - Terri asked how much of the COVID funds haven't been spent.
                - John explained that we had received around $7M originally, and there is likely around $4M left to spend. He is not concerned about the money going to waste before the deadline.

Report of the Administrative Council Delegate – Iona Musgnung

- Iona briefly introduced herself to start.
- Becky Burkeen has stepped into the Admin Council chair role as of this month.
    - Iona said that there's a diversity of members on Admin Council this year. Member list can be found here:
        - https://www.oit.edu/faculty-staff/committees/administrative-council/members
- Admin Council met in September and decided on three main areas of focus for the year:
    - Trying to empower administrative staff
    - Influencing a positive culture and rebuilding trust at the institution
    - Focus on increasing retention of staff
        - Admin Council will be running a quarterly newsletter going forward, meeting regularly with Dr. Naganathan, and continuing the annual "pulse check" survey that was first run last year in pursuit of these goals.
        - They also want to look at compensation of administrative staff: the last compensation plan update was in 2014 and that plan was wiped in 2019 so there is currently no plan or standard. Iona said that John has been helpful in working on a replacement plan.
        - They also want to improve and standardize the onboarding process for new staff, but are limited in what they can accomplish right now with staff shortages in HR.
        - Finally, they want to pay more attention to professional development of staff.
        - Iona says to expect more information in the near future.
- Questions?
    - No questions.
- End of report.

Adjournment

Terri adjourned the meeting at 7:34pm.

Respectfully submitted,
Ben Bunting, Secretary

Oregon TECH

FACULTY SENATE

Minutes

The Faculty Senate met for a special session on January 18th, 2022, in the Mount Bailey Meeting Room of the College Union (Klamath Falls campus) and via Zoom for Portland-Metro faculty and others attending remotely.

Attendance/Quorum

President Terri Torres called the meeting to order at 6:12pm. All Senators or alternates were present except for Christopher Syrnyk.

New Business

Terri Torres

- Terri began by referencing the chart portraying a proposed reorganization of Faculty Senate that had been provided to Senators prior to this meeting.
    - The chart is also available on **page [x]** of this packet.
    - Terri also explained that this draft of the reorganized structure has been developed by SenEx working with the Provost. She proceeded to describe the structure in some detail for context before further discussion.
- Questions/Comments
    - Randall Paul asked if committee processes (like, for example, CPC's approval processes) will change because of this reorganization.
        - Terri answered that individual committees' processes won't change as a result of the reorganization, but that it would allow various committees to collect information on other committees' work via our monthly Senate meetings. Essentially, the intention of the reorganization is to put these committees into more and better communication with one another, with Senate as the intermediary.
        - Lindy Stewart spoke to reinforce the idea that the reorganization is intended to increase communication across committees but not change individual committees' processes.
    - Randall then asked how committees will be peopled going forward.
        - CJ explained that this question hasn't been addressed yet, but will be part of the Open Floor discussion, so it was put off until that portion of the meeting.
    - Next, Chitra Venugopal asked if she will be expected to give regular reports to Senate as a member of the International Committee under this new organization.
        - Terri responded that no, she does not.
    - Chitra also asked if she needed to give a report as a member of the International Committee at this particular meeting of Senate.
        - CJ responded that no, she does not.
    - Kyle asked why Grad Council and OLAC got moved to the lowest (third) tier of the structure.
        - Terri responded that the Provost and our leadership believed that those committees belonged at the lowest tier. She stated that we can always alter this structure after the fact if something isn't working out.
        - Terri asked if Dan Peterson had been part of the conversation where these changes were introduced to see if he could provide more context.
            - Dan said that he was not part of that particular conversation.
        - Kyle recommended that those two committees be moved back to the second tier, with the thought being that they are "academic" committees in a similar way to many of the other second-tier committees.
    - Randall asked what the point of the reorganization of Senate is.

        - Terri answered that much of the work that has historically been under Senate's purview has been absorbed by the union (or rendered obsolete by the CBA). So part of the reason for it is to revisit what Senate's purpose should be in the wake of those changes. Also, the hope is that the reorganization will improve communication across committees and faculty groups to make us more collaborative and to cut down on duplication of effort. The hub for that communication would be our regular Senate meetings.
        - Lindy added that the effort is about "cross-pollination." Also, this would allow faculty to know what's going on in committees that they aren't directly part of. Senate already somewhat accomplishes this, but it could function better.
    - Andria Fultz asked how Senate will operate going forward: when will all the committees report to us?
        - Terri answered that SenEx will generate a calendar to determine when each of the "once-a-term" and "once-a-year" committees will report to Senate.
    - Dibyajyoti Deb asked if this draft structure was final.
        - Terri responded that this is just a draft that we are hoping to have Senate support with a vote during the February meeting. Right now we are trying to get feedback so to make that vote easier.
    - Deb also suggested that the Admissions Committee and OLAC should be in the second tier, so that the Senate hears from them more often.
        - Terri responded that we *can* move those committees to the second tier, but they also don't *need* to be there for Senate to hear from them: we can request to hear from any of these groups at any time.
        - Terri also clarified that the main difference between the tiers is who has the power to assign charges. We could, for example, ask OLAC to report to Senate whenever we want under the draft structure. But we cannot give them charges.
    - Dan spoke up to clarify that the reason the mentioned committees (OLAC, Admissions, and Grad Council) were moved to the third tier is because they all have "non-academic components" to the committees and so they are not fully academic.
        - Lindy replied that the work that those committees do effects our work as instructors, and therefore faculty should have more input into the workings of the committees in the future than they currently do.
    - Cristina Negoita asked when this structure will be implemented.
        - I responded that the hope is to vote on this structure during the February Senate meeting and then immediately start distributing charges and such after that.
    - Cristina also suggested that the structure be reviewed at the end of the year and see if it's a good structure or if changes need to be made.
        - I answered that the intention is that we have policy going forward that states that this structure will be reviewed every year and altered as necessary. CJ will talk more about his during the Open Floor section.
        - CJ explained that the draft structure initially came about from SenEx collecting all the committees at the university that seemed to have academic dimensions to them, and then dividing them up across the three tiers based on how much input we thought Senate should have on each of their work. Feedback so far has seemingly indicated that Senate believes we should have *more* input into some of these committees than the draft structure allows, and that's useful to know.
    - Deb suggested that the Admissions Committee in particular to report to Senate every term.
        - CJ pointed out that the draft structure was designed with charging responsibility and meeting frequency defining the tiers together; he suggested that a new draft might separate these two

(so, for example, there might be a tier that requests once-a-term reports from a committee but does not establish any charging authority from Senate).

- Kyle restated the point that if this restructuring is meant to give more authority over academic matters to Senate, that he thinks this current draft structure doesn't do enough to establish that authority. In particular, he doesn't think that GEAC and the ESLO committees should be relegated to the second tier of the structure.
    - Randall spoke to agree with Kyle on the point about the placement of GEAC and the ESLO committees.
        - Terri pointed out that regardless of where those committees are located in the structure, they are made up of faculty members.
        - She also stated that these committees in particular have traditionally been Academic Affairs committees, into which Senate has historically had *no* input.
        - I stated that some previous SenEx conversation during the drafting of this structure was around a concern about putting too many committees in the first tier and that being seen as Senate trying to "take over" historically independent committees. Randall's feedback helped clarify that even GEAC members would like to see it moved higher up in the draft structure.
            - Randall spoke again to make clear that having Senate be the motivating force behind GEAC in the future would be really helpful. He asked if there had been administrative pushback against having GEAC and the ESLO committees in the first tier, but we took a break for pizza before answering.
- Maureen asked why the wording on the draft structure document was "input from." She pointed out that historically, this sort of weak wording has resulted in faculty input being disregarded. She also asked if there were going to be timelines that determined how long "getting input from" will take so that decisions aren't unnecessarily put off.
    - Bobbi asked if it had been considered to change this wording to "Charges from Provost *and* SenEx" or "Charges from Provost *or* SenEx" to make sure that everyone is included in the decision-making process.
        - Terri deferred both of these last two questions while the Senators on the Klamath Falls campus took a pizza break.
            - After the break, Dr. Mott spoke to Maureen's concern about timeline by stating that "the details will follow" when it comes to how the two sides exchange input when developing charges.
            - Terri spoke to say that the process is iterative, and things that don't work the first time around can and will be revised going forward.
- Kyle reiterated his concern about the placement of OLAC and Grad Council in the draft structure.
    - Dr. Mott stated that even if these committees stay in the third tier, they can still be asked to present at Senate at any time. She repeated Terri's earlier assertion that the structure can always be changed later on.
        - Kyle agreed, but also made the point that the initial version of the structure matters, and it's more difficult to make changes once a structure is in place.
- Kyle also said that he thought that GEAC and the ESLO committees should be moved to being Senate committees.
    - Dr. Mott reiterated that Senate can always ask any committee to come and give a presentation, and that if there are issues with communication across committees, part of that may be due to Senate not being engaged enough with what goes on outside of their immediate purview.

- Kyle clarified that what he is looking for is less to have Senate simply "be informed" and more that he'd like to see Senate be more a part of the university organization and leadership.

- Cristina spoke to make the point that it's important for Senate's input – now and in the future – to be meaningful and to be taken seriously. Historically, Senate's input has frequently been ignored, and that contributes to Senate as a body being less effective and influential than it could be.
  - Bobbi asked if her idea of having another tier with a "SenEx *or* Provost" charging authority would help with this.
    - Cristina responded that the details of how this structure will work in practice are important to get right for these reasons.
- Sean clarified that this reorganization doesn't change any signing authorities or anything similar, it just opens up possibilities for more cross-communication.
  - Terri reiterated that this reorganization is a first step toward getting Senate more involved in the academic side of the university. We don't have the authority to change signatories on policy documents, etc., and aren't necessarily seeking to gain that authority in the future.
- Deb asked why FOAC was not included in the draft structure.
  - Terri answered that it's because it is a President's committee, so it has no direct relation to Faculty Senate.
- Kyle asked if all of the committees in the first and second tiers will have a Senate representative assigned to them, or if there will just be someone from the committee who reports to Senate when necessary.
  - Terri answered that it will be the former option, not the latter.

Open Floor

CJ Riley and Ben Bunting

- CJ spoke to introduce the idea that we need a policy that exists in parallel with the draft structure document that describes how the structure will work: how are these committees created and disbanded? How are the committees peopled, and when?
  - Cecily Heiner asked if we have authority to make such a document.
    - CJ said that we have authority to propose a policy. Terri outlined the policy approval process briefly. Ultimately, President's Council has the final say, but we can propose this policy and then see what happens from there.
      - I spoke to clarify, too, that the intention for this policy would not be to grab new authority or new powers for Senate, but only to explain how the powers granted to Senate by the draft structure document would work in practice. In theory, if the university administration is alright with the draft structure document, there should be nothing in the policy document that would raise alarms.
        - Terri took a moment to update Senators on the status of the NTT policy: it's been sent back to SenEx from Dave Groff with comments that need to be addressed. SenEx has charged RPT with making certain these comments are addressed with revisions.
  - Cristina asked if the goal of this discussion was to charge SenEx with creating a policy that encapsulates what CJ talked about at the beginning of Open Floor. Terri said yes: SenEx will create a draft policy, bring it to Senate, and get feedback. Eventually, we will vote on a final version of the policy to pass on to the administration.
    - Cristina made the motion and the motion passed.
      - Terri said that the policy will include a timeline.

- Vanessa asked if in situations where there is already a Senator on a given committee, would that person just serve as the Senate representative by default. Terri agreed.
    - Sean pointed out that the chair of the committee might be the best person to present to Senate. Cristina said that the Senate representative would have an equally informed voice, so either option would work well.

Adjournment

Terri adjourned the meeting at 7:43pm.

Respectfully submitted,
Ben Bunting, Secretary

Charges for Academic Standards 21/22

1. Review work done by 2020 Academic Standards Committee and make current recommendations concerning the waitlist policy.

2. Review and make recommendations regarding the length of summer term in weeks.

3. Review work done by past ad-hoc committee on student evaluations. Make recommendation for any needed changes to teaching evaluations, including student numerical evaluations. Make recommendations for revisions to current procedures.

4. Review proposed changes to student admission standards to ensure that they support Oregon Tech's strategic goals and that they are data-driven.

5. Review the five-year academic calendar and make a recommendation, including *all* stakeholders.

Charges for RPT

Examine and make recommendations concerning the timeline for the Faculty Objective Plan (FOP).

Student Bill of Rights:
Faculty Senate Presentation

PM-ASOIT
Jack Zoucha, President

1

Starting Goals

- Personal freedoms
- Academic protections, guaranteed resources and support
- Guaranteed representation and EQUAL voice in all university matters – especially financial
- Restore student confidence in OIT, increase trust in administration
- Guidelines for future emergencies
  - Has provided biggest challenge

2

Oregon Tech Student Bill of Rights

Process

1. Initial research and development
2. Review by KF/PM ASOIT
3. Student feedback period – survey/forum/etc.
4. Review and ratification by ASOIT
5. Presentation to admin/faculty senate
6. Feedback/debate/ revisions
7. Repeat 3-5 until a final list is agreed by all parties
8. Begin implementation, determine enforcement strategies/contacts/ reporting processes

3

Oregon Tech Student Bill of Rights

- Every student has the right to an inclusive, high-quality education, including adequate means of support for progressing through and completing their degree program in the prescribed amount of time.

4

Oregon Tech Student Bill of Rights

- All students have the right to co-governance in all University decision-making bodies and fora relevant to their education, either directly or through democratic representation, with the right to be considered an equal stakeholder in all university proceedings, including financial matters.

5

Oregon Tech Student Bill of Rights

- All students have the right to freely express themselves, not to be limited to academic matters, and shall have their different backgrounds and experiences recognized as an important part of educational quality.

6

Oregon Tech Student Bill of Rights

- All students have the right to organize themselves freely in legally recognized entities, and cannot suffer academic, financial, or legal consequences stemming from such involvement.

7

Oregon Tech Student Bill of Rights

- All students have the right to a free and fair appeal against any University act which they feel to be discriminatory, including in academic matters, and have the right to challenge the grading of their academic work by an external examiner.

8

Oregon Tech Student Bill of Rights

- All students have the right to qualified professors and evaluation methods that are suitable to their mode of education, whether it is in-person, remote, online, or any combination of the above, and shall be evaluated or graded solely on academic performance which are specifically counted as part of their degree program.
  - "Qualified" requires possession of the minimum degree required for instructing undergraduate/graduate classes, and a record of the skills necessary to teach

9

Oregon Tech Student Bill of Rights

- Feedback period thru January
  - Survey Links
  - Posted in Kfalls/PM commons
- Will present first version to Faculty Senate first, then admin
- End goal – accepted by ASOIT, FS, Admin Council, and Board of Trustees

10

Conclusion

- Feedback??
  - Anything missing?
  - Anything that needs defined?
  - Anything that misrepresents student body?
- QR Code has survey!
- Brie and I would really appreciate input/suggestions, can email us!
  - brie.landis@oit.edu
  - jack.zoucha@oit.edu

11

The Board delegates to the president and faculty, authority relating to the powers outlined in the Faculty Constitution and Charter of the Faculty Senate and: (a) academic standards relating to admission to study at the University; (b) curriculum, curricular materials, method of instruction, grading, credits, and academic standards of the University; and (c) standards of student competence in a discipline.

- Board Policy on Delegation of Authority (1.7.2)

The Board reaffirms the faculty's central role in the development and stewardship of the University's academic mission, consistent with Oregon law and the Board Policy on Delegation of Authority, and as outlined in the Faculty Constitution and Charter of the Faculty Senate. The faculty, in conjunction with the President and Provost, is responsible for (i) academic standards relating to admission to study at the University; (ii) curriculum, curricular materials, method of instruction, grading, credits, and academic standards of the University; and (iii) standards of student competence in a discipline. The Board also expects that the faculty will have substantial participation and input into the development of new academic degree programs and significant changes to academic degree programs before they reach the Board for consideration and approval and, as appropriate, transmission to the Higher Education Coordinating Commission for approval.

The Board recognizes the Faculty Senate as the internal representative body of the faculty. To set forth its internal processes for participating in shared governance, the Oregon Tech Faculty Senate is authorized, consistent with law and the Policies and actions of the Board, to formulate a statement of internal governance expressed as a constitution or in another appropriate format. The statement of internal governance must be consistent with applicable law and the Policies and actions of the Board and is subject to approval by the President in his or her role as president of the faculty. The President convenes and presides over the faculty and is authorized to veto any decision of the Faculty Senate. Notwithstanding the President's statutory role as the president of the faculty, the faculty's statement of internal governance may provide for a member of the faculty to serve as the Faculty Senate's president or chair. The statement of internal governance is subject to amendment by the Board after notice to and consultation with the President and Faculty Senate. Subject to the approval of the President, the statement of internal governance may also be amended as provided for in the statement of internal governance statement, but no more often than annually.

- Board Resolution 15-2 on Shared Governance, Section 3c

The Faculty of Oregon Institute of Technology maintains the institutional philosophy of shared governance characterized by open and responsible communication, fair treatment of individuals, participatory processes, and collaborative decision-making, whereby each member of the Faculty has the responsibility to speak and the right to be heard without prejudice. Such a governance philosophy, with the active support of the Faculty, provides a climate in which ideas can be initiated, policies and practices can be tested, and a unity of purpose can be forged so that all members of the university community are encouraged and supported in their endeavor to contribute to the mission of Oregon Institute of Technology.

- Constitution of the Faculty

The Faculty exercises its power to initiate action to promote faculty welfare, including but not limited to recommending policy and providing advice, through its representative body, the Faculty Senate. It has the responsibility, on behalf of the Faculty, of considering proposed changes in the policies of the institute and may suggest such changes on its own initiative. It has the sole responsibility, on behalf of the Faculty, of recommending policy changes to the president of the institute for consideration. "Policy," under this Charter, means a general rule for the conduct of the institute that affects:

(a) The purposes or goals of the institute;
(b) The nature and scope of its program; or
(c) Its standards of teaching, research, and scholarship.

It has the responsibility of considering all proposed policy changes which affect the general welfare of the Faculty. The Senate, furthermore, may consider and recommend specific means of insuring the continuance of academic freedom at this institute.

- Faculty Senate Charter, Preamble

Characteristics of Faculty Senates by Model

Senate Characteristics	*Perception of Campus Constituents*	*Areas of Decision Making*	*Relationship with Administration*
Functional	An association that represents the faculty. Exists to protect and preserve faculty rights.	Curriculum, tenure, promotion, and issues relevant to faculty work conditions.	Cooperative
Influential	A governing body that can initiate change on campus. Viewed as a partner in campus governance.	Curriculum, tenure, promotion, faculty issues, institutional improvement, stragetic and budget priorities.	Collaborative/ collegial
Ceremonial	Not an important part of campus governance. Faculty are disengaged and senate activity is viewed as a pasttime.	The academic calendar, election of new officers, and other routine/mundane decisions reserved for the senate.	Cooperative/ passive
Subverted	Could be more effectively involved in governence; lacks the confidence of other important governing constituencies to do the right thing.	Institutional decisions reserved specifically for the senate; uninvolved in other areas of decision making where it has no formal authority.	Skeptical/ confrontational

(Minor, 2004)

SB 233 proposed common course number (CCN) timeline

2023-24: Focus on at least nine courses, not all from a single discipline. Proposed:
WRI 121, WRI 122, WRI 227
MATH 105, MATH 243, MATH 244
Public Speaking, Interpersonal Communication, Communications 100

2025-26:
MATH 111, MATH 112, MATH 251
Spanish 101, Spanish 102, Spanish 103
English 104, English 105, English 106
Health Nutrition (Health 225), Personal Health (Health 250), Health and Fitness (Health 295)
WRI 115
ECO 201, ECO 202
History of the US: HIST 201, 202, 203
MATH 112, MATH 252, MATH 253
Chemistry 104, 105, 106
Sociology 204, 205
Psychology 101, 201, 202
Biology 211, 212, 213
Business 101, 211, 212 (note that Oregon Tech's numbers would be BUS 10`, ACC 201, AC 203)

After 2025-26:
Prioritize completion of the Transfer Council CCN List of Courses: https://docs.google.co
m/spreadsheets/d/1VHROo8ykRIjbsSRTSPVSHEQ4AgwmSFWbBs9dkaad5GM/edit?usp=sharing
Convene subcommittees to discuss approach to CTE courses

Oregon TECH
Oregon Institute of Technology

Meeting of the
Fiscal Operations Advisory Council (FOAC)
In Person: College Union Sunset
Virtual: Click here to join the meeting
November 9, 2021
4:00 pm – 5:00 pm

POSITION	TERM	NAME	DEPARTMENT/DIVISION
Chair	2021-24	Don DaSaro	Business Management
Provost and Vice President	2021-22	Joanna Mott	Academic Affairs
Vice President	2021-22	John Harman	Finance and Administration
Vice President	2021-22	Erin Foley	Student Affairs
Vice Provost	2021-22	Abdy Afjeh	Research and Academic Affairs
Administrative Council Representative	2021-22	TBA	TBA
Budget and Planning Representative	2021-24	Anna Clark	Budget and Planning
Senate Executive Representative	2021-22	Lindy Stewart	Faculty Senate
Administrative Staff Representative 1	2020-23	Connie Atchley	Information Technology Services
Administrative Staff Representative 2	2021-23	Ken Sartain	Academic Affairs
Administrative Staff Representative 3	2021-24	Mandi Clark	Housing and Residence Life
Faculty 1	2021-24	Vacant	
Faculty 2	2019-22	Todd Breedlove	Computer Systems Engineering Technology
Faculty 3	2020-23	Mason Terry	Electrical Engineering and Renewable Energy
Faculty 4	2021-24	Dibyajyoti Deb	Applied Mathematics
Klamath Falls ASOIT President	2021-22	Brie Landis	ASOIT
Portland-Metro ASOIT President	2021-22	Jack Zoucha	ASOIT
Guest	2021-22	Celia Green	Financial Operations
Guest	11/9/21	Thom Darrah	Facilities

Agenda

Meeting called to order – *Chair DaSaro*

1. **Approval of Minutes A** – *Chair DaSaro*
   - June 3, 2021
2. **Review FOAC Charge B** – *Chair DaSaro*
3. **FY21 Management Report (unaudited) C** – *Vice President Harman*
4. **FY22 Quarter 1 Management Report D** – *Vice President Harman*
5. **Outstanding Bond Debt by Classification E** – *Vice President Harman*
6. **COVID-19 Relief Funds Summary** F – *Vice President Harman*
7. **Capital Projects Update** G – *Thom Darrah*
8. **Campus Facilities Master Plan** – *Thom Darrah*
9. **Fall 2021 Enrollment** – *Provost Mott*

10. **New Student Housing** – *Vice President Foley*

11. **New Business** – *Chair DaSaro*

Meeting adjourned – *Chair DaSaro*

Exhibit A

Oregon TECH
Oregon Institute of Technology

Meeting of the
Fiscal Operations Advisory Council (FOAC)
Zoom Only
Thursday, June 3, 2021
3:00 pm – 4:00 pm

	Chair:	
Richard Bailey	Professor of Business Management	Klamath Falls
	Membership:	
Abdy Afjeh	Associate Provost for Research	Portland-Metro
~~Connie Atchley~~	~~Associate Vice President & Chief Information Officer~~	~~Klamath Falls~~
Todd Breedlove	Professor of Computer Systems Engineering Technology	Klamath Falls
Jolyn Dahlvig	Associate Dean of Students	Portland-Metro
Erin Foley	Vice President for Student Affairs & Dean of Students	Klamath Falls
David Hammond	Associate Professor of Mathematics	Portland-Metro
John Harman	Vice President for Finance & Administration	Klamath Falls
Dawn Lowe-Wincentsen	Librarian	Portland-Metro
Joanna Mott	Provost & Vice President for Academic Affairs	Klamath Falls
~~Stephanie Pope~~	~~Assistant Vice President for Financial Operations~~	~~Klamath Falls~~
Ken Sartain	Budget Director for Academic Affairs	Klamath Falls
Harmony Stobaugh	Administrative Council Representative	Klamath Falls
Christopher Syrnyk	Associate Professor of Communication Studies	Klamath Falls
Mason Terry	Director of Oregon Renewable Energy Center	Klamath Falls
Peter Wantuck	ASOIT President	Portland-Metro
Mason Wichmann	ASOIT President	Klamath Falls
	Additional Attendees:	
Anna Clark	Senior Financial Analyst	Klamath Falls
Nellie Stewart	Executive Assistant to Vice President for Finance & Administration	Klamath Falls

Minutes

Meeting called to order – *Chair Bailey*

Chair Bailey called the meeting to order at 4:00 pm.

1. **Review FOAC Charge** – *Chair Bailey*

   Chair Bailey read aloud the FOAC charge from the website. He added that Dr. Nagi has reviewed and is supportive of the FOAC recommendations to the FOAC charge.

2. **Current Year Budget Projection** – *Vice President Harman*

   Vice President Harman presented the Management Report. *Richard Bailey* asked about the HEERF dollars and if they are treated separately. *Vice President Harman* replied that these dollars are not included in the institutional management report because they are grant funds.

   Todd Breedlove requested to see the unclassified salary breakdown by faculty and staff instead of a lump sum.

Richard Bailey asked about the use of reserve funds to reimburse for lost revenues.

Todd Breedlove shared that there are COVID-19 expenses that were paid for out of normal indices and business processes that will need to get reimbursed by the HEERF allocation.

3. **FY22 Budget Build** – *Vice President Harman*

Vice President Harman presented the Campus Budget Forum PowerPoint.

Richard Bailey asked about the tuition increase and more credit hour prediction, however noticed a decreased amount listed from FY21. *Anna Clark* replied that this amount includes remission dollars.

Dawn Lowe-Wincentsen asked about the margin cost recovery for the bookstore contract.

Christopher Syrnyk asked about the salary recapture as a regular budget strategy and whether it is considered active or passive. He added that while this strategy has been past practice with approval from the Board of Trustees, he would like to inquire about the continued plan to have savings and spend as part of the budget process instead of mid-year or end of year to spend the savings. He also cautioned the group about limiting vacant positions to budget for the year, and not eliminated. *Vice President Harman* shared his experiences from other Universities and other strategy options.

4. **Capital Projects Update** – *Vice President Harman*

Vice President Harman presented the Capital Projects Update PowerPoint.

Richard Bailey asked how much funds have been raised from the Foundation. *Erin Foley* replied that the foundation has fundraised $250K with a commitment of $850K and the understanding of a loan to Athletics to pay back with general fund or additional lottery funds.

5. **COVID-19 Funds Process** – *Vice President Harman*

Vice President Harman presented the draft communication, form and spreadsheet for the COVID-19 Workgroup and funds process.

6. **New Business** – *Chair Bailey*

Meeting adjourned – *Chair Bailey*

Chair Bailey adjourned the meeting at 5:00 pm.

Exhibit B

Fiscal Operations Advisory Council (FOAC)

The Fiscal Operations Advisory Council (FOAC) is a joint council of faculty, administrative staff, and students for the purpose of advising the President on budget and financial matters. FOAC will participate in the general operating fund budget planning process; review the call for budget development from the President; and 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. FOAC will review the institution's annual budget and advise the President on the development of new budget initiatives. As needed, FOAC will review and advise on the format for reporting the annual budget to the campus community. The Council will function as an integral group in strategic planning activities, with a university-wide perspective.

Members of FOAC include the Provost; the Vice Presidents for Finance and Administration, and Student Affairs; the Vice Provost for Research and Academic Affairs; three committee members selected from the University staff and administration appointed by the President; a member of the Faculty Senate Executive Committee appointed by the Faculty Senate President; a representative of Administrative Council appointed by the president of Administrative Council; a representative of the Budget and Resource Planning office appointed by the Vice President for Finance and Administration; the ASOIT President(s)(or designees);and four senior faculty members appointed jointly by the President and the Faculty Senate President. The Faculty Senate President will advance at least six names annually to the President for consideration. The chair is appointed by the President.

Exhibit C

General Fund Monthly Report

FYE 2021 Close (in thousands)

	YTD Comparison		FY 2021 Budget		
	FYE 2020 Actuals	FYE 2021 Actuals	FY 2021 Board Adopted Budget	FY 2021 Adjusted	Notes
State Allocations	$31,311	$32,117	$29,836	$29,836	
Tuition & Fees	39,203	39,575	41,862	41,862	
Remissions	(4,697)	(5,296)	(5,058)	(5,058)	
Other	2,767	2,699	2,763	2,763	
Total Revenue	**$68,584**	**$69,094**	**$69,402**	**$69,402**	
Unclassified	25,039	24,695	24,219	23,057	
Classified	5,907	5,481	6,058	6,100	
Student	660	656	1,093	1,077	
GTA	80	68	121	121	
OPE	16,763	16,756	18,141	17,351	
Total Labor Expense	**$48,449**	**$47,656**	**$49,632**	**$47,706**	
Service & Supplies	11,954	11,887	18,247	18,315	
Internal Sales	(926)	(1,267)	(2,167)	(2,167)	
Debt Service	1,771	2,212	624	1,885	(1)
Capital	449	717	458	1,620	
Utilities	1,053	1,285	1,247	944	
Transfers In	(328)	(57)	(1)	(1)	
Transfers Out	2,156	4,849	1,362	1,362	(2)
Total Direct Expense	**$16,130**	**$19,626**	**$19,771**	**$21,958**	
Total All Expense	**$64,578**	**$67,282**	**$69,402**	**$69,664**	
Net From Operations	**$4,006**	**$1,813**	**$()**	**$(262)**	
Carryforward & Rollover Xfrs	(460)	-			
Fund Additions/(Deductions)	46	(170)	-		
Change in Fund Balance	**$3,592**	**$1,642**	**$()**	**$(262)**	
Beginning Fund Balance	10,001	13,593	13,593	13,593	
Ending Fund Balance	**$13,593**	**$15,235**	**$13,593**	**$13,331**	
Ending Cash Balance	$12,128	$17,397			
% Operating Revenues	19.8%	22.0%	19.6%		

Notes:

Education & General

(1) **FYE 2021 Actuals** - Increased debt service expense is due to early repayment of RDS equipment loan

(2) **FYE 2021 Actuals** - Transfers out comprised mainly of the following: (in thousands)

- $1,350 GF Support of Athletics
- $1,015 Boivin Match
- $643 CEET Building Furniture, Fixtures, and Equipment
- $607 Funding prior purchase of Klamath Falls property
- $451 Remodel of space for DPT program
- $314 To clear deficit in Cybersecurity Defense Center
- $200 Relocation of Marketing and Registrar's offices

Exhibit D

General Fund Monthly Report

FY 2022 September (in thousands)

	YTD Comparison		FY 2022 Budget & Forecast				
Acct	FY 2021 September	FY 2022 September Actuals	FY 2021 Year End Actuals	FY 2022 Board Adopted Budget	FY 2022 Adjusted Budget	FY 2022 Forecast	Notes
State Allocations	$11,347	$16,106	$32,117	$32,215	$32,215	$37,405	(1)
Tuition & Fees	15,960	15,404	39,575	41,882	41,882	37,571	(2)
Remissions	(1,561)	(1,706)	(5,296)	(6,039)	(6,039)	(5,112)	
Other	907	663	2,699	2,746	2,746	2,197	
Total Revenue	**$26,653**	**$30,468**	**$69,094**	**$70,804**	**$70,804**	**$72,060**	
Unclassified	3,391	3,736	24,695	26,096	26,096	25,305	(3)
Classified	1,202	1,359	5,481	6,270	6,270	5,988	
Student	95	114	656	980	980	980	
GTA	13	10	68	121	121	121	
OPE	3,592	3,713	16,756	18,260	18,260	17,116	
Total Labor Expense	**$8,293**	**$8,931**	**$47,656**	**$51,727**	**$51,727**	**$49,511**	
Service & Supplies	4,560	3,993	11,887	17,483	16,033	13,212	
Internal Sales	(528)	(327)	(1,267)	(1,317)	(1,317)	(1,306)	
Debt Service	545	73	2,212	1,219	1,301	1,301	
Capital	7	236	717	253	253	253	
Utilities	135	263	1,285	-	1,368	1,968	(4)
Transfers In	(1)	()	(57)	-	-	()	
Transfers Out	-	-	4,849	1,433	1,433	1,433	
Total Direct Expense	**$4,718**	**$4,237**	**$19,626**	**$19,072**	**$19,072**	**$16,861**	
Total All Expense	**$13,011**	**$13,169**	**$67,282**	**$70,799**	**$70,799**	**$66,371**	
Net From Operations	**$13,642**	**$17,299**	**$1,813**	**$4**	**$4**	**$5,689**	
Fund Additions/(Deductions)	-	-	(170)				
Change in Fund Balance	**$13,642**	**$17,299**	**$1,642**	**$4**	**$4**	**$5,689**	(5)
Beginning Fund Balance	13,593	15,235	13,593	15,235	15,235	15,235	
Ending Fund Balance	**$27,234**	**$32,534**	**$15,235**	**$15,239**	**$15,239**	**$20,924**	
Ending Cash Balance	$19	$26,759	$17,397				
% Operating Revenues	102.2%	106.8%	22.0%	21.5%		29.0%	

Notes:

Education & General

(1) **FY 2022 YTD Actuals** - Received full one-time biennial allocation for Center of Excellence in Applied Computing and Rural Health Initaitives in Q1

(2) **FY 2022 Forecast** - Fall enrollment is down over last academic year. We budgeted a 1% increase in enrollment for FY 2022

(3) **FY 2022 Forecast** - Net salary savings projected at $2.2M ($2.5M in salary savings was budgeted)

(4) **FY 2022 Adjusted Budget** - Utilities moved from S&S to separate line item

(5) **FY 2022 Forecast**- Includes impact from one-time funding for Center of Excellence in Applied Computing and Rural Health Initiatives

Exhibit E

Series XI-F Non-taxable Bonds -Debt Service Funded by OT	Campus Location	Original Balance	Balance Bond Balance	Annual Debt	Payoff Date	Payoff Fiscal Year	Bond Length
REFUNDING: Housing, Parking, Dow Center, Portland-Metro Campus	K- Falls & Portland-Metro	$10,350,000	$10,350,000	-	July 1, 2036	FY2037	15
REFUNDING: Campus Student-Centered Improvements	K- Falls	360,000	360,000	-	July 1, 2029	FY2030	10
REFUNDING: Housing, Athletics, Portland Metro Campus	K- Falls & Portland-Metro	11,380,000	11,380,000	-	July 1, 2043	FY2044	23
REFUNDING: Housing	K- Falls	355,000	355,000	-	July 1, 2029	FY2030	9
Student Recreation Center	K- Falls	4,305,000	4,175,000	-	July 1, 2039	FY2040	20
REFUNDING: Housing, Geothermal	K- Falls	1,910,000	1,530,000	-	July 1, 2031	FY2032	14
Housing, Geothermal	K- Falls	7,635,000	7,190,000	-	July 1, 2038	FY2039	23
Portland-Metro Campus	Portland-Metro	567,147	72,254	-	July 1, 2023	FY2023	10
REFUNDING: Housing	K- Falls	1,646,057	437,351	-	July 1, 2023	FY2024	10
REFUNDING: Housing, Dow Center	K- Falls	12,305,275	1,428,060	-	July 1, 2023	FY2024	10
Campus Student-Centered Improvements	K- Falls	241,164	25,118	-	July 1, 2023	FY2024	10
Campus Student-Centered Improvements	K- Falls	508,864	97,193	-	July 1, 2022	FY2023	10
Geothermal	K- Falls	388,006	388,006	-	July 1, 2029	FY2030	19
Geothermal	K- Falls	656,136	353,990	-	July 1, 2025	FY2026	16
Campus Student-Centered Improvements	K- Falls	10,741	10,741	-	July 1, 2021	FY2022	21
Subtotal at FYE 2021[1]		**$52,618,390**	**$38,152,713**	**$1,804,000**			
Estimated at FYE 2023			$35,667,838	$2,841,333			
Add new Student Housing	K- Falls	$55,000,000	$55,000,000	$3,494,000	July 1, 2052	FY2053	30
Estimated Total at FY 2023		**$107,618,390**	**$90,667,838**	**$6,335,333**			

[1] *Includes payment credit for refunding through FY 2022*

XI-Q Bonds *(Debt Service Funded by the State)*							
CEET, Boivin, Cornett, OMIC, Capital Improvement and Renewal	Both	$86,475,672	$80,131,903	$8,026,900			

XI-G Bonds *(Debt Service funded by the State)* [2]							
Boivin, CEET, Dow, Coronett, Geothermal	K- Falls	$12,818,457	$11,568,707	$1,177,000			

[2] Requires initial University match

Exhibit F

Oregon Tech COVID-19 Funds- Tracking Document

Source	Funding Program for Institutions	Amount
Federal Government/Department of Education	HEERF I CARES Act	$903,636
	HEERF II - CRRSAA	3,241,539
	HEERF III - ARPA	3,599,859
Total Institutional Funds Awarded		**$7,745,034**
PPE spending prior to April 1, 2021	Oregon Tech COVID-19 Relief for Expenses	(556,503)
Safe Campus	#1 Library Student Study Spaces	(150,000)
Class Room Transformation	#3 CEET Classroom Technology	(286,000)
IT infrastructure to Support Education	#4 CEET Building Networking and Wireless	(215,000)
IT infrastructure to Support Education	#6 Dual Modality Class Delivery	(50,000)
IT infrastructure to Support Education	#7 Wireless Upgrades for Klamath Falls	(500,000)
IT infrastructure to Support Education	#8 Microsoft WVD Administrative Software	(43,200)
Class Room Transformation	#9 Classroom Technology Upgrades	(950,000)
Support Remote Learning	#16 CARES Loaner Computers	(10,600)
Support Remote Learning	#17 Gradescope for Remote Assignment Feedback	(4,500)
Oregon Tech	#19 Heartful Editor	(10,000)
Student Excellence	#20 TutorMe Support	(45,500)
Student Excellence	#21 Mathematics Initiative	(140,000)
Class Room Transformation	#25 MLS Microscope Cameras	(30,077)
Class Room Transformation	#26 Respondus Monitor Seats	(5,900)
IT Infrastructure to Support Education	#27 Electronic Signatures for Patient Clinics	(7,701)
Safe Campus	#29 Facilities Custodial Services	(40,000)
Student Excellence	#31 Civitas Advising and Retention CRM	(225,700)
Support Remote Learning	#33 Bandwidth Upgrade Res Hall	(40,000)
Support Remote Learning	#34 Wireless Upgrade Village	(110,000)
Support Remote Learning	#36 Faculty/Staff Communication Devices	(9,600)
Total Institutional Funds Expended		**$ (3,430,281)**
Remaining Institutional Funds		**$4,314,753**

Source	Funding Program for Students		Amount
Federal Government/Department of Education	HEERF Student		**$3,734,000**
Student Financial Support	Emergency Grants		($916,229)
Remaining Student Funds		**BALANCE**	**$2,817,771**

Attachment G

BOARD OF TRUSTEES PRESENTATION / 11-18-2021

Oregon Tech's - Capital Projects Update

Thom Darrah | Director of Facilities & Capital Planning

Presentation Outline

Capital Projects – Underway

- CEET
- Boivin Hall Renovation
- Campus Way/Dan O'Brien Roundabout
- Track/Stadium Renovation*
- New Residence Hall

Capital Projects - Completed

- Track Renovation
- Cornett Renovation - Phase 2
- Student Rec Center

** Track Renovation complete / Stadium Renovation pending.*

Capital Improvement Replacement (CIR)

- FY 19/20 - Underway
- FY 21/22 – Pending

New CEET Building

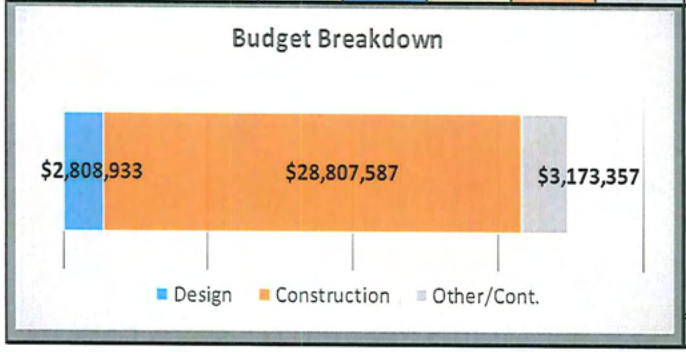
New CEET Building

Project Start: 1.21.20 | **Project Completion: 8.13.2021**

Project	Progress Highlights
UPE785 / FCEET	Visioning: May 2018 - August 2018
Bond Type: XI-Q / XI-G	Design: November 2018 - September 2019
Expires: Feb. 21, 2022	Construction: February 2020 - November 2021
Design: TVA Architects	
CM/GC: Adroit Const.	

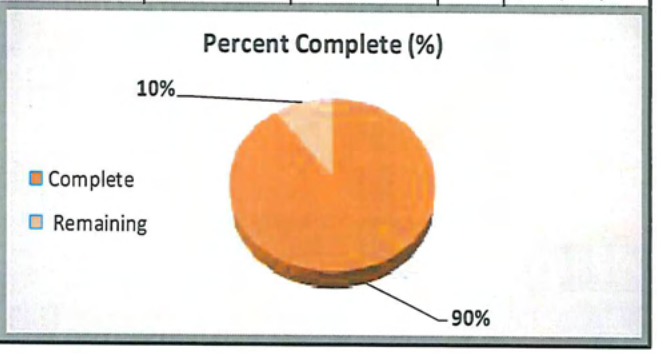
Plan | Design | Bid | **Build** | Closeout

Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance
Replace Parking Lot (1%):	$ 525,000	$ 525,000	$ 525,000	100%	$ -
Visioning/Design (8%):	$ 2,340,000	$ 2,808,933	$ 2,709,252	96%	$ 99,681
Construction (82%):	$ 27,039,500	$ 28,807,587	$ 27,088,097	94%	$ 1,719,490
Other (9%):	$ 5,095,500	$ 3,173,357	$ 882,409	28%	$ 2,290,948
Project Totals:	$ 34,475,000	$ 34,789,877	$ 31,204,757	90%	$ 3,585,120

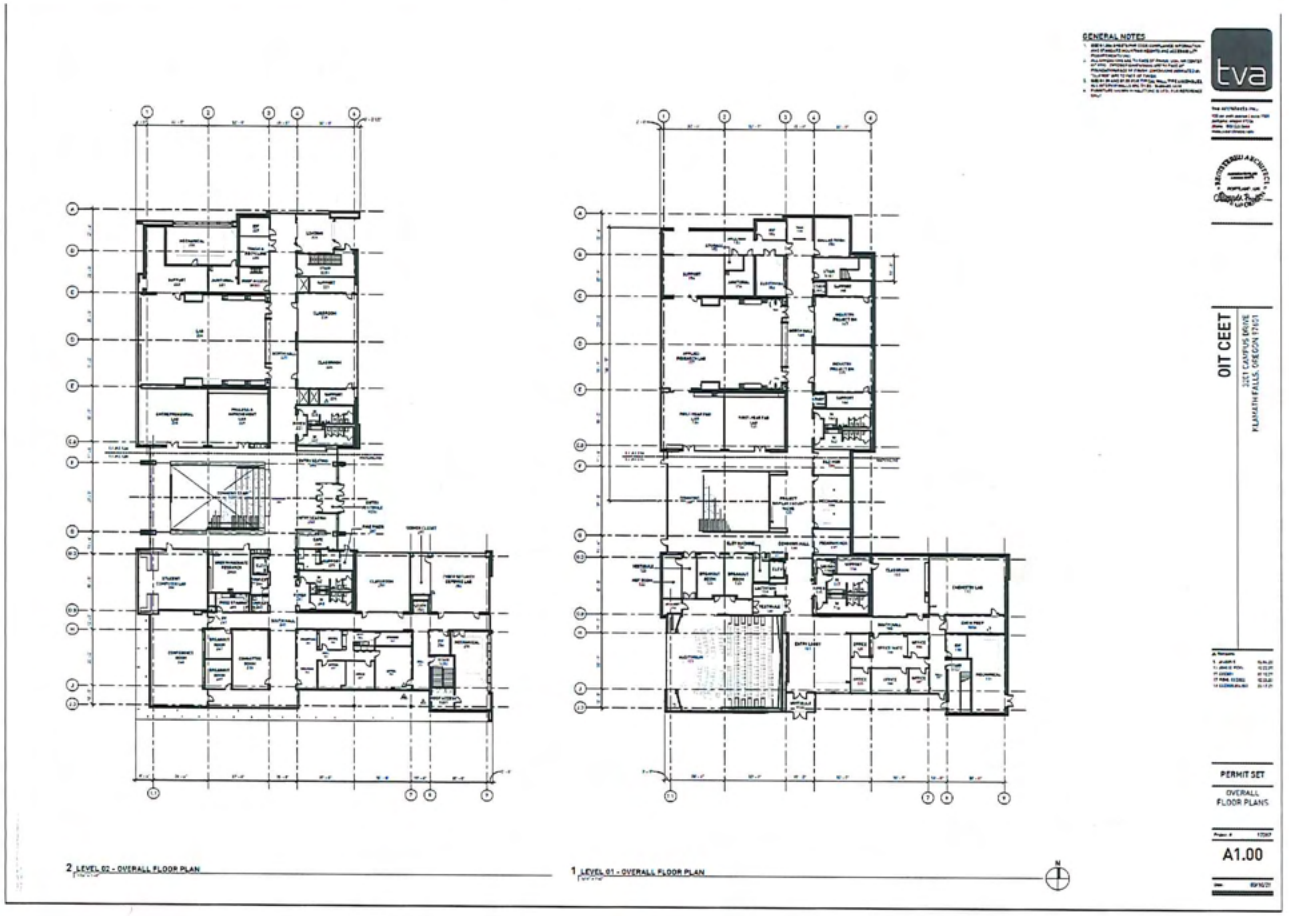


CO's / Amendments

Amd. 4-9:	$ 428,164
Amd. 10 - 15	$ 740,054
Amd. 16 - 21:	$ 30,888
Amd. 22:	$ 558,716
Amd. 23:	$ 10,265
	$ -
	$ -
	$ -
	$ -
Total:	$ 1,768,087



New CEET Building



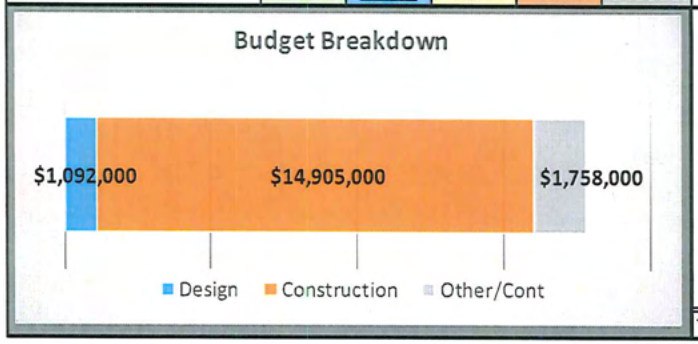
New CEET Building

New CEET Building

Boivin Hall Renovation

Boivin Hall Renovation

Project Start: 10.01.21						Project Completion: 12.31.22					
Project	**Progress Highlights**					**Cost Breakdown**	**Orig. Budget**	**Rev. Budget**	**Cost To Date**	**%**	**Balance**
UPE803 - FBHREN FY21 Bond Type: XI-Q 2021A	Design: March 2021 - December 2021 Construction: February 2022 - Setember 2023										
Design: Opsis/ORW Build: Adroit						Design (6%):	$ 1,100,000	$ 1,092,000	$ 544,433	50%	$ 547,567
						Construction (80%):	$ 14,500,000	$ 14,905,000	$ 5,448	0%	$ 14,899,553
						Other (14%):	$ 1,700,000	$ 1,758,000	$ 670	0%	$ 1,757,330
	Plan	Design	Bid	Build	Closeout	Project Totals:	$ 17,300,000	$ 17,755,000	$ 550,551	50%	$ 17,204,450



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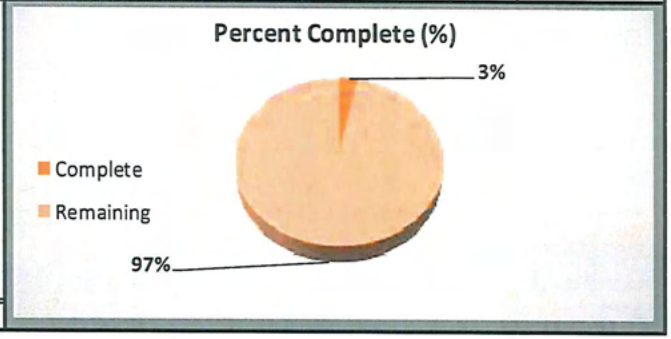
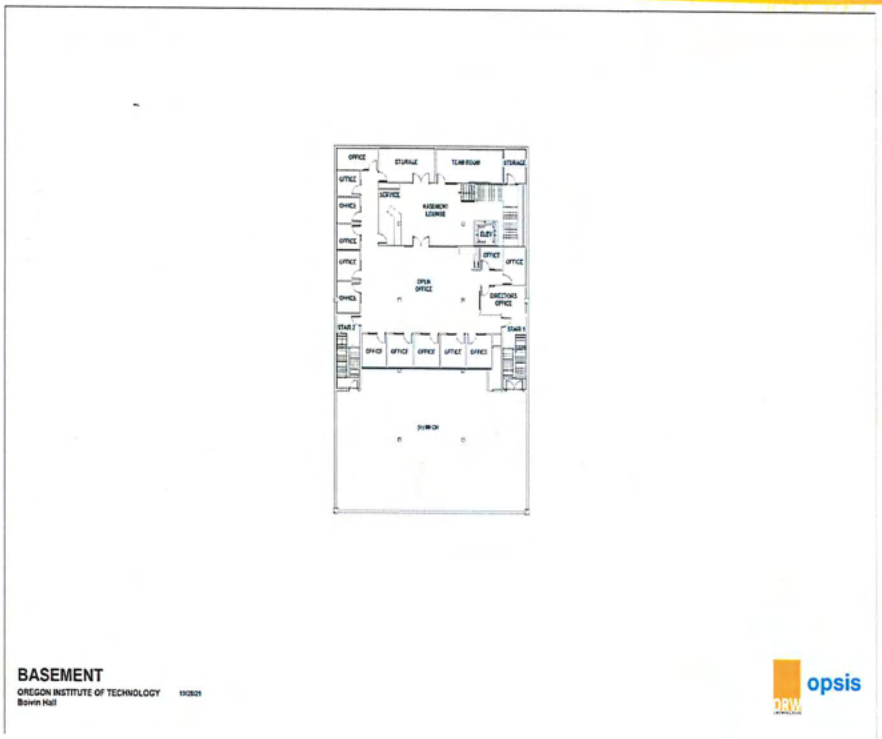


Boivin Hall Renovation



Boivin Hall Renovation

Lobby looking west

Lobby Stair to ITS Service

Boivin Hall Renovation

OIT BOIVIN- Exterior Materials and Colors Version A

opsis

OIT BOIVIN- Exterior Materials and Colors Version A

opsis

Campus Way/Dan O'Brien Roundabout

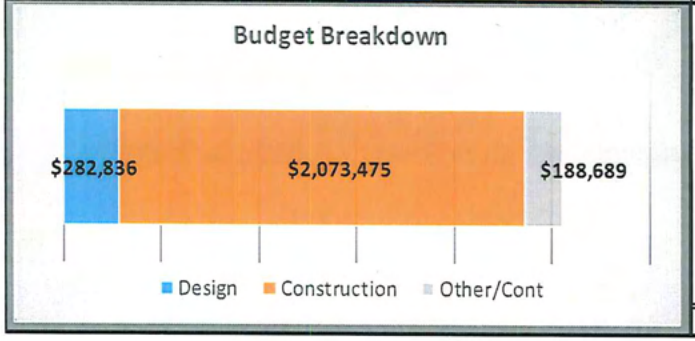
Campus Way-Dan O'Brien Roundabout

Project Start: 6.14.21 | **Project Completion: 9.17.21**

Project	Progress Highlights
UPE803 - FDORA FY21 Bond Type: XI-Q 2021A Design: Kittelson Build: RMC	Design: November 2020 - May 2021 Construction: March 2022 - October 2022

Plan | Design | Bid | **Build** | Closeout

Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance
Design (11%):	$ 278,330	$ 282,836	$ 200,581	71%	$ 82,255
Construction (82%):	$ 2,545,825	$ 2,073,475	$ -	0%	$ 2,073,475
Other (7%):	$ 175,845	$ 188,689	$ 9,178	5%	$ 179,511
Project Totals:	$ 3,000,000	$ 2,545,000	$ 209,759	76%	$ 2,335,241



CO's / Amendments	
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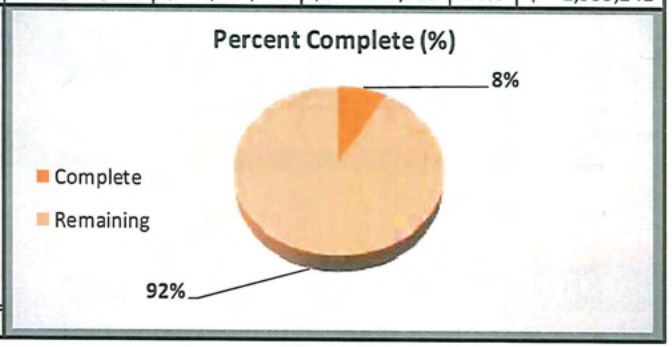
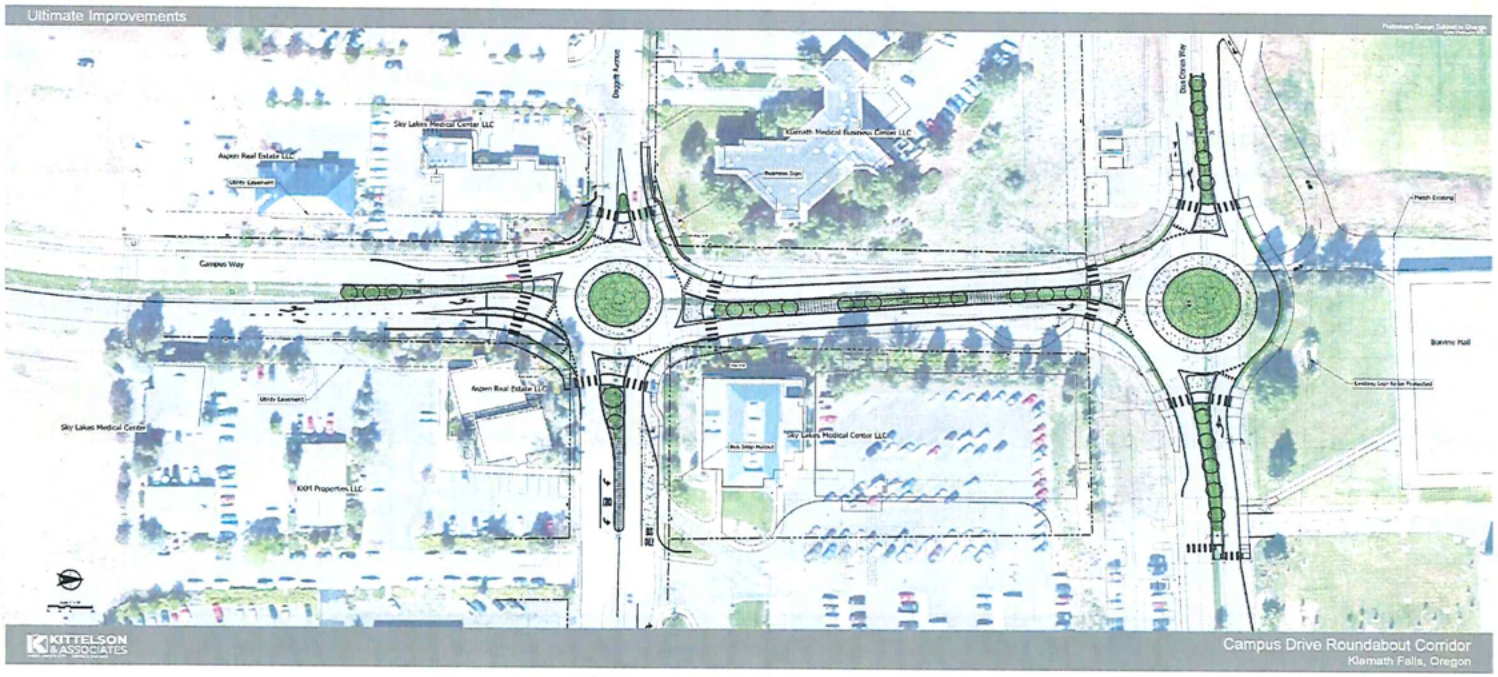
Total: $	-



Campus Way/Dan O'Brien Roundabout



Track/Stadium Renovation

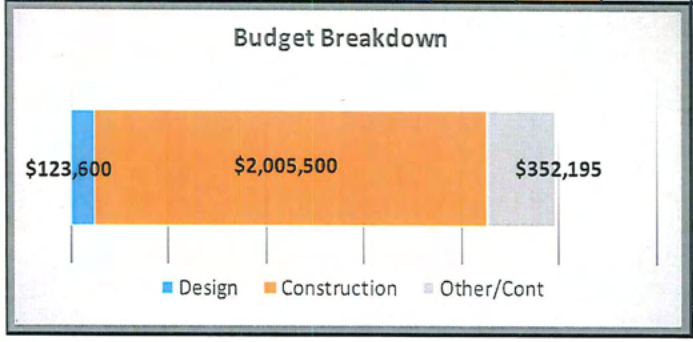
Track/Stadium Renovation

Project Start: 5.13.21 | **Project Completion: 9.17.21**

Project	Progress Highlights
UPE789: $995,470 Lottery: $610,000 Foundation: $875,825 Stadium: ORW / TBD Track: ZCS / Beynon	Design: 100% Complete **Track Renovation: 100% Complete** **Stadium Renovation: Pending**

Plan | Design | Bid | Build | Closeout

Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance
Design (3%):	$ 123,600	$ 123,600	$ 107,318	87%	$ 16,282
Construction (80%):	$ 2,005,500	$ 2,005,500	$ 1,376,921	69%	$ 628,579
Other (15%):	$ 352,195	$ 352,195	$ 2,632	1%	$ 349,563
Project Totals:	$ 2,481,295	$ 2,481,295	$ 1,486,871	60%	$ 994,424



CO's / Amendments

Beynon: CO1	$ 47,288
Beynon: CO2	$ 4,990
Beynon: CO3	$ 7,818
	$ -
	$ -
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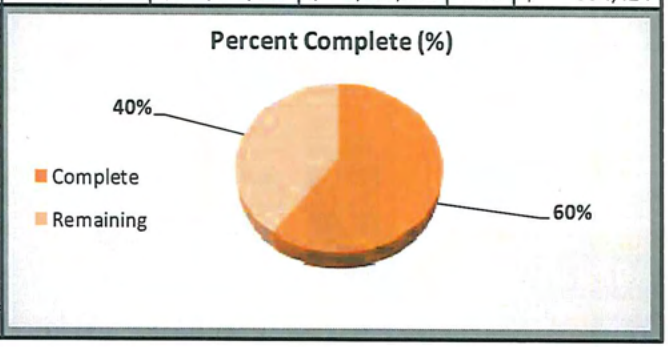
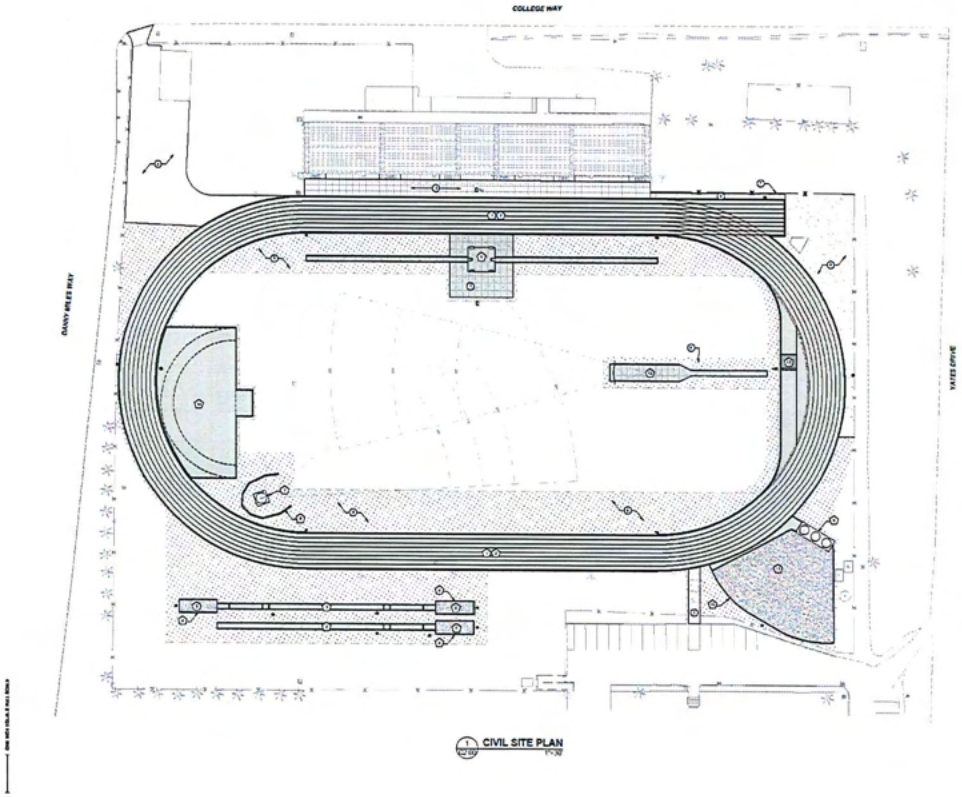
	$ -
	$ -
	$ -
Total:	$ 60,096



Track/Stadium Renovation



TRACK / TRACK EVENT NOTES:

SITE CONSTRUCTION NOTES:

ZCS ENGINEERING ARCHITECTURE

A Project For OREGON TECH

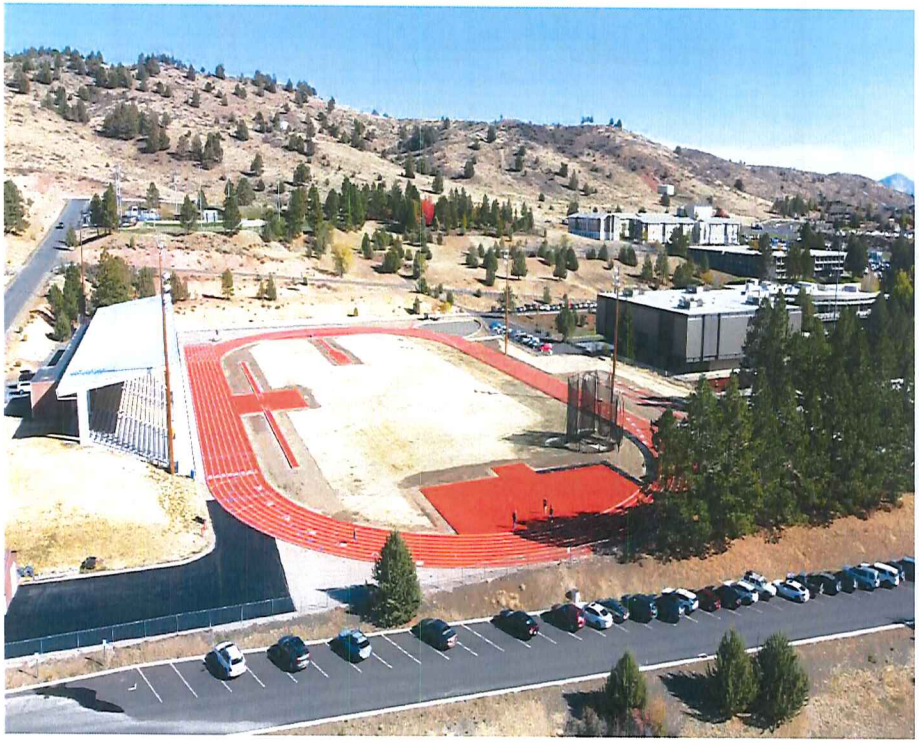
OREGON TECH TRACK AND FIELD RENOVATION

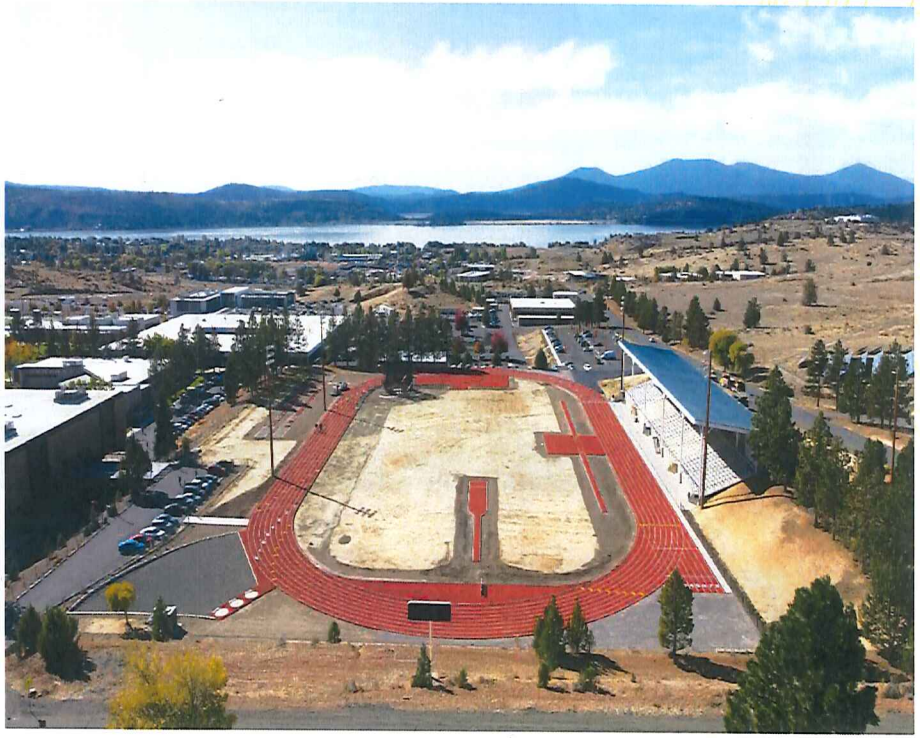
CIVIL SITE PLAN

C2.00

100% CONSTRUCTION DOCUMENTS

Track/Stadium Renovation

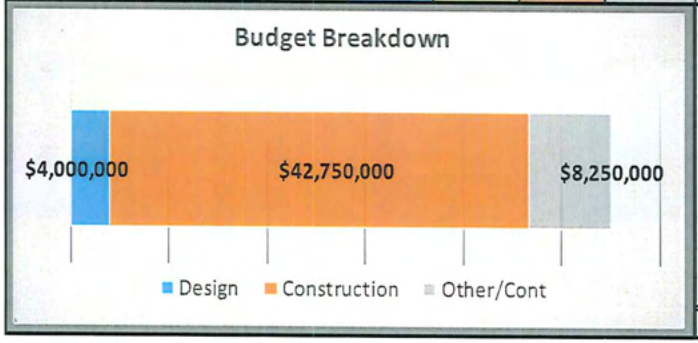




New Residence Hall

New Residence Hall

Project Start:		Project Completion:					
Project	**Progress Highlights**	**Cost Breakdown**	**Orig. Budget**	**Rev. Budget**	**Cost To Date**	**%**	**Balance**
UPE :	Design:						
Bond Type: XI-F	Construction: Jan. 2023 - Sept. 2024						
		Design (7%):	$ 4,000,000	$ 4,000,000	$ -	0%	$ 4,000,000
Design:		Construction (78%):	$ 42,750,000	$ 42,750,000	$ -	0%	$ 42,750,000
Build:		Other (15%):	$ 8,250,000	$ 8,250,000	$ -	0%	$ 8,250,000
	Plan | Design | Bid | Build | Closeout	Project Totals:	$ 55,000,000	$ 55,000,000	$ -	0%	$ 55,000,000



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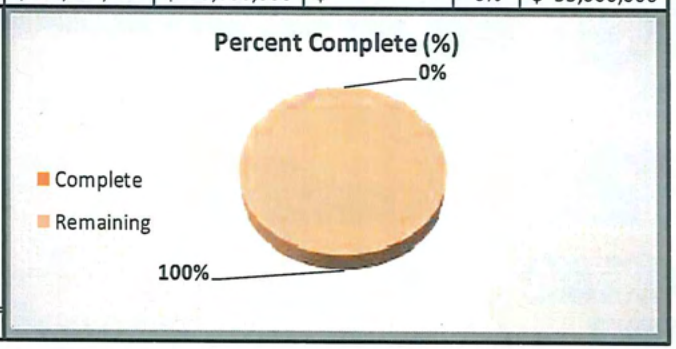

Contact Information

Thom Darrah, Director of Facilities
Phone: 541.885.1661
Email: Thom.Darrah@oit.edu

Senate Committees

- Senate develops charges with input from Provost
- Report to Senate monthly

Academic Standards

Rank Promotion and Tenure

DEI Committee

Academic Affairs Committees

- Provost develops charges with input from Senate
- Senate Representative presents to Senate once per term

General Education Advisory Council

Commission on College Teaching

Assessment Commission

ESLO Committees (present through GEAC)

Curriculum Planning Commission

University and Academic Committees

- No Charges
- Senate can request annual presentation
- Written Annual Reports to Provost's Office are Shared

University Research

Admissions Committee

Accreditation Committee

Graduate Council

Honors Program

International Committee

Library Resources Commission

Online Learning Advisory Council

Objectives for Updating:

- More clearly define administrative council and asoit
- Clearly define accountability
- Outline/define clear hierarchy of roles ("chain of command")
    - Are there policies/procedures in place that outline appropriate reporting, communication, resolution of conflict, voting and veto powers, etc? Cite them in this document
- Define/declare enforcement of chain of command
- Define/declare voting rights/veto powers. There appears to be no balance of power between governing bodies
- Break Section 3b into 2 or 3: president should have its own subsection, then officers and senior administrators (do they each need their own section?)

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RESOLUTION NO. 15-2

BOARD OF TRUSTEES OF OREGON INSTITUTE OF TECHNOLOGY

A RESOLUTION ON SHARED GOVERNANCE AT OREGON INSTITUTE OF TECHNOLOGY

The Board of Trustees of the Oregon Institute of Technology adopted the following resolutions at a duly held meeting:

Whereas, the establishment of separate, institutional governing boards for each of Oregon's public universities, including Oregon Institute of Technology ("University" or "Oregon Tech") is a propound opportunity for the success of students; and

Whereas, the authority of the Oregon Institute of Technology Board of Trustees ("Board") and President may be informed and improved by the purposeful engagement with the University's stakeholders – including its faculty, staff, and students; and

Whereas, the concept of shared governance in an academic environment is expected and appreciated; and

Whereas, the Board is much closer to the affairs of the University than previous system-wide governing boards; and

Whereas, a statement affirming the principles of shared governance is a critical step in the success of the University, building trust among University stakeholders and demonstrating a commitment to open deliberation and decision-making;

Now, therefore, the Board resolves as follows:

Section 1

Principles and Values

The Board is committed to shared governance in the academic environment and embraces the following principles and values to guide the efficient governance and administration of the University:

a. Frank Communication
b. Open deliberation and decision-making
c. Consistent reflection upon the University's mission statement and strategic plan
d. Recognition by all University stakeholders of roles and their responsibilities in the efficient governance and administration of the University.
e. Mutual trust and respect among all University stakeholders.

The Board is committed to the adherence and upholding of the values discussed herein. Thus, each governing body described below shall be able to concretely demonstrate the implementation of these values, and the Board will be charged with overseeing the evidence of implementation as applicable by law and other Board Policies.

Section 2

Definition

Shared governance is defined by appropriately shared responsibility, accountability, and cooperative action among the Board, administrators, faculty, staff, and students, and, as applicable, their duly constituted representative bodies, intended to foster constructive and collaborative thought and action within the institutional structure in service of the University's mission. For the purposes of this Resolution, accountability is defined as the collaborative communication and cooperative action between the independent governing bodies herein, with all parties acting for the benefit of the University and to uphold the University's values and mission statement.

Section 3

Communication

a. The Board will, consistent with its Board Policy on Conduct of Public Meetings, reserve specific time for one duly-elected representative from each Faculty Senate, Administrative Council, and ASOIT to address the Board on any matter of concern facing the faculty, staff, or students, respectively.
b. When appropriate, the Board should include representatives of the faculty, staff, or student body in relevant work retreats by the Board.
c. The Board expects the University's President to meet with the duly-elected chair or president of the Faculty Senate, Administrative Council, and ASOIT regularly, but preferably monthly, to ensure open communication and prompt discussion and consideration of matters of concern.
d. Regular communication between the University President and the duly-elected or appointed leadership of the Faculty Senate, Administrative Council, and ASOIT, as expected by the Board, shall be documented with follow-up communication as necessary to address concerns, resolve conflicts, and foster accountable, productive, and equitable communication. These processes are as outlined in ***[policy].***

Section 4

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Roles, Responsibilities and Representation

a. Board

The Board is vested with the ultimate authority to manage the affairs of the University under Oregon law and applicable Board Policies and actions, including, the Board policy on Delegation of Authority. The Board shall receive and consider input and advice from University stakeholders, as articulated in this resolution, either through the President or directly to the Board through processes and channels established by the Board.

The Board, in its Bylaws and Board Policy on Committees, authorizes the creation of ad hoc committees to address specific topics from time to time. As appropriate, representatives of faculty, staff, student body may be asked to participate in these ad hoc committees to provide their expertise and perspective.

b. President, Officers, Administrators

The President, as the University's chief executive officer and president of the faculty, is responsible for directing the affairs of the University, provided the President's actions are consistent with the law, and Policies and actions of the Board, including, the Board Policy on Delegation of Authority. The President, officers, and administrators have as a primary performance of their duties related to teaching, learning, student and institutional support, professional development, scholarly work and research, and community service.

The President has primary responsibility for communicating with and making recommendations to the Board. The Board expects the President, as appropriate, to provide meaningful opportunity for duly-elected or appointed representative of the Faculty Senate, Administrative Council, and ASOIT, to offer input and advice on the President's recommendations. This includes, but is not limited to the President's recommendations concerning the University's budget, tuition and fee schedule, strategic plan, and mission statement.

The President also has primary authority for the approval of University Policies that define the expectations of requirements for University units and functions, as outlined in the Board Policy on Policies. The Board expects duly-elected or appointed representatives of Faculty Senate, Administrative Council, and ASOIT; to participate in the President's Council to offer input and advice on University policies.

Officers and Administrators are ***[further define and outline here]***

c. Faculty Senate

The Board reaffirms the faculty's central role in the development and stewardship of the University's academic mission, consistent with Oregon law and the Board policy on Delegation of Authority, and as outlined in the Faculty Constitution and Charter of the Faculty Senate. The faculty, in conjunction with the President and the Provost, is responsible for

i. academic standards relating to admission to study at the University;
ii. curriculum, curricular materials, method of instruction, grading, credits, and academic standards of the University; and
iii. standards of students competence in a discipline.

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The Board also expects that the faculty will have substantial participation and input into the development of new academic degree programs and significant changes to academic degree programs before they reach the Board for consideration and approval and, as appropriate, transmission to the Higher Education Coordinating Commission for approval.

The Board recognizes the Faculty Senate as the internal representative body to the faculty. To set forth its internal processes for participating in shared governance, the Oregon Tech Faculty Senate is authorized, consistent with law and the Policies and actions of the Board, to formulate a statement of internal governance expressed as a constitution or in another appropriate format. The statement of internal governance must be consistent with applicable law and the Policies and actions of the Board and is subject to approval by the President in his or her role as President of the faculty. The President convenes and presides over the faculty and is authorized to veto any decision of the Faculty Senate. Notwithstanding the President's statutory role as president of the faculty, the faculty's statement of internal governance may provide for a member of the faculty to serve as the Faculty Senate's president or chair. The statement of internal governance may also be amended as provided for in the statement of internal governance statement, but not more often than annually.

d. Administrative Council

The Board recognizes the Administrative Council as the internal representative body of the Oregon Tech unrepresented, unclassified, administrative staff. In order to set forth its internal processes for participating in shared governance, the Administrative Council is authorized, consistent with law and the Policies and action for the Board, to formulate a statement of internal governance expressed as a constitution or in another appropriate format. The statement of internal governance must be consistent with applicable law and the Policies and actions of the Board.

[further define and outline here]

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There will be active, formal staff involvement in Oregon Tech commissions, committees, councils, workgroups, and other governance structures. The Board recognizes the Administrative Council as a key University stakeholder and this shared governance document ensures that the Administrative Council be equitably and adequately represented and considered in University decision-making.

e. Associated Students of Oregon Institute of Technology

The Board recognizes the ASOIT as the recognized student government. To set forth its internal processes for participating in shared governance, the ASOIT is authorized, consistent with law and the Policies and action for the Board, to formulate a statement of internal governance expressed as a constitution or in another appropriate format. The statement of internal governance must be consistent with applicable law and the Policies and actions of the Board.

The ASOIT has an institutionalized role allowing input and involvement in decision-making related to, but not limited to the following:

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i. Academic policies
ii. Student codes of conduct
iii. Institutional budgeting and planning

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iv. Selection and appointment of administrators, faculty, and staff members
v. Tuition, fees, parking and board rates
vi. University mission and vision

There will be active, formal student involvement in Oregon Tech commissions, committees, councils, workgroups, and other governance structures. The Board recognizes the ASOIT as a key University stakeholder and this shared governance document ensures that the ASOIT be equitably and adequately represented and considered in University decision-making.

Section 5

Performance Evaluation

In evaluating the job performance of the President, the Board will consider the President's commitment to shared governance as described in this Board resolution. During Comprehensive Review years (generally every 4-5 years, as defined in the Board Policy on Presidential Evaluation Process), the Board shall consider reports from key University stakeholders, including but not limited to duly-elected or appointed presidents or chairs of committees, commissions, ASOIT, Faculty Senate, and senior administrators and officers.

Section 6

Approval and Revisions

This Resolution shall take effect immediately upon approval by the Board.

The Board oversees while the University President provides leadership for the University's adherence to the principles of shared governance. Periodic review of this document with the leadership of the governing boards herein may be necessary to determine the degree to which governing board practices align with University principles, values, and mission statement. Should specific questions or challenges arise concerning adherence to the commitments expressed in this shared governance document, those concerns shall be addressed jointly by the University President and other duly-elected or appointed presidents or chairs of the governing bodies discussed herein.

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Communication¶
The Board will, consistent with its Board Policy on Conduct of Public Meetings, reserve specific time for one duly-elected representative from each Faculty Senate, Administrative Council, and ASOIT to address the Board on any matter of concern facing the faculty, staff, or students, respectively.¶
As appropriate, the Board may include representatives of the faculty, staff, or student body in relevant work retreats by the Board.¶
The Board expects the University's President to meet with the duly-elected chair or president of the Faculty Senate, Administrative Council, and ASOIT regularly, but preferably monthly, to ensure open communication and prompt discussion and consideration of matters of concern.¶

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