

Minutes

April 3rd, 2017, 6:00 PM, the Mt. McLoughlin Room of the College Union (Klamath Falls) and Conference Room #402 (Wilsonville).

Attendance/Quorum

President David Thaemert called the meeting to order at 6:10 pm. All senators or alternates were present with the exception of Christopher Syrynk and Christian Vukasovich.

Approval of Minutes

Minutes of the March 6th, 2018 meeting were approved with amendments to the Report of the Provost section. It originally read: "Future topics will include presentation focusing on shared governance, international recruitment, and 'Transitions of Provost Kuleck'. This will now read: "Future topics will include presentation focusing on shared governance and international recruitment." No abstentions or opposition.

Reports of Officers

Report of the President – David Thaemert

- David reported that he received feedback regarding the Senate President election results not being posted online. Historically, only the Senate President winner would be posted online. Should the vote count be published online? What will the standards of practice be? Senators were requested to go back to their constituents and colleagues. This issue will be revisited in May.
- New charges to Academic Standards, Faculty Welfare, and Rank Promotion & Tenure.
- President's Investiture is May 18th. Attendance is encouraged but not mandatory. Two faculty marshals are needed to participate in leading the faculty procession for the investiture.
 - As part of the new policy for selecting university trustees (faculty, staff, and student trustee roles) a representative group created a short list of candidates from all applications and submitted it to the president. The president recommended one candidate from each category to the Board Chair, who, in consultation with the Executive Committee of the Board, forwarded the recommendation to the Governor for consideration.
- Senate Executive reviewed a lactation and breastfeeding procedure, specifying available spaces and resources that the university can offer.

Report of the Vice President – Sharon Beaudry

- Set to run elections for open seats in May. Seeking nominations next week, running for two weeks. Elections will be held at the beginning of May.
- Chair training, "Excellence in Leadership Training", covered a wide range of topics including budgeting, fundraising, and student engagement.
- Sharon is trying to finish collecting people to get involved in Symposium. Think outside of the box with this. Looking for fun things to engage high school students such as the Geomatics department's drones and sandbox.

Report of the ASOIT Representative – Faith Lee

- Before spring break Faith met with the Administrative Council and received their endorsement for their parking proposal. The next step is for Faith to meet with the traffic committee.
- Currently working on setting up a forum with Dr. Nagy regarding campus safety and gun control. Reaching out to the city and state police for representatives off campus.
- ASOIT elections are coming up soon. Please encourage students to run.

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- ASOIT counsel will be travelling to Portland/Metro to meet with their ASOIT executive board.

Reports of Standing Committees

Faculty Rank Promotion & Tenure (RPT) – Matthew Sleep

- RPT to meet with Provost on April 6, 2018 to discuss the Provost's suggested changes to the Non-Tenure Track policy that was approved by Faculty Senate June 6, 2017 and how to move forward.
- RPT was asked to provide committee members to serve on the *ad hoc* committee that will be considering faculty workload, compensation, and RPT. Matthew Sleep and Christopher Szyrak have volunteered to serve on this *ad hoc* committee.

Faculty Welfare – Yasha Rohwer

- Yasha reported on the conflict between on the ground courses and online courses. The committee interviewed Erika Veth, Dean of Online Learning, and spoke with two department chairs, Communication and Management, regarding where this conflict occurs to learn how they handle and mitigate conflicts. Faculty Welfare believes the best thing is for departments to coordinate and adopt some of the best practices that these departments already use to mitigate the potential conflicts. Some of these best practices are:
 - Staggering courses (not offering on ground and online courses simultaneously).
 - Merging the courses when on ground enrollment is low.
 - Registration restrictions specifying who can register and when.Discussion regarding the “ownership” or “control” of online courses. Concerns were brought up that if you agree to take stipend money for development of a course you lose control of the course. Erika Veth stated that the disclaimer regarding control was created by the Online Learning Advisory Council about four years ago in order to protect OIT in the event that we hired someone to develop a course. Erika also states that they would never force a class to be taught or give away the rights to that course. It was stated that the HSS chair should discuss this with Erika Veth for clarification. Erika stated that there is currently no policy governing online courses, however, guidelines are currently being developed.
- Discussion regarding workload of faculty. There was concern of possible violation of policy 23-070 which limits outside work to one work day per week for faculty. This type of overload is a common practice when there is not enough faculty to cover courses. Recommendation is that no more than 50% of load to be taught online but there is no policy and this happens regularly.
- Discussion regarding competition and students opting to choose on-line courses.
 - Merging classes can be difficult and time intensive.
 - Management offers online programs so they have to offer on-line courses.
 - There has to be value for the students to want to come to campus.
- Discussion regarding compensation, it was stated that some faculty teach online because they need the money.
- Regarding new charge, the committee is currently editing chair policy, they are to meet with chairs; comments have been compiled and Yasha is to meet with SenEx soon. The APE form for department chairs to be revised.

Academic Standards – Veronica Koehn

- No report.

Faculty Compensation (FCC) – Eve Klopf

- Dr. Kuleck joined the FCC committee during their March 16, 2018 meeting. They had good conversation about his thoughts for the updated community-developed faculty compensation policy. They also discussed details about previous work that had been done to update the university's policy. They also discussed who the committee would like to volunteer for next year's *ad hoc* committee?
- Eve asked Human Resources if she could obtain the information regarding the current status of chair contracts directly from HR as it would be more efficient than contacting the chairs individually.

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Reports of Special or Ad Hoc Committee

- Academic Calendar *ad hoc* Committee was unavailable to have representation this evening, therefore Dr. Thaemert gave the committee update. Discussion and recommendations were originally given in December's Faculty Senate meeting. It was reiterated that Oregon Tech is challenged to meet the state requirements for contact hours (1.5 days) fall term. The Academic Calendar committee was charged to provide their two best recommendations. After considering many options the following options were presented:
 - Option 1: Change the starting date of the Fall term so that it begins on the Wednesday before the traditional Monday start date, and that the university be closed beginning the full day on the Wednesday before Thanksgiving through the Friday of that week.
 - Option 2: Take the entire week of Thanksgiving off and add a week at the end of the fall term.

Much discussion followed taking into account other Oregon universities academic calendars, impact on convocation, student perspective, and faculty contracts. Finally there was a motion to present Option 1 as a recommendation to Provost. The motion was seconded; vote was taken, motion failed 10 to 12. The decision for the academic calendar was passed to the Provost without a faculty recommendation. The Provost requested that all information from the committee be sent to him.

Unfinished Business

- None.

New Business

- None.

Open Floor Period

- Aja Bettencourt-McCarthy encouraged faculty, staff, and students to nominate faculty members for the "Excellence in Teaching" award. Nominations are now open.
- Kevin Pintong mentioned poor communication regarding a class cancellation that resulted in disruption to CSET students. It was requested that Kevin forward information regarding this incident to the Provost.

Update from the President of the University – Nagi Naganathan

- Dr. Naganathan reports that many things are changing in Salem. The next long legislative session is very important in terms of how we will be positioned with respect to support of the University system.
- We were able to keep funding for the new engineering building.
- Governor Kate Brown will be this year's commencement speaker. This will be the first time a Governor will come to Oregon Tech as a commencement speaker.
- We have approximately \$53 million for projects, such as the Cornett Hall renovation project and infrastructure projects/updates around campus.
- Dr. Naganathan requests discussion suggestions for the April 24 Faculty/Administration meeting.
- We have our 75th Anniversary coming up. This is an opportunity to put Oregon Tech on the radar and revive alumni and community connections.
- The Board has three principal goals: increase enrollment, increase net revenue and increase prominence of the institution.
- It is imperative that we recreate a larger conversion rate from the current high school students taking Oregon Tech college credits.
- Faculty and Departments can be most effective in terms of raising enrollment numbers in the conversation process.

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- Discussion regarding Laura McKinney departure and plans for Portland Metro. More discussions to follow.
- Discussion regarding recruitment of local Klamath Falls students to Oregon Tech.

Report of the Provost – Gary Kuleck

- Newsletter hopes to provide level of transparency. Two more newsletters to come, one in late April the other in late May, they will start again fall term.
- The Provost Seminar Series – The KEEN participants presented today; documents will be shared to people who were unable to attend. It is the first in a couple of presentations that deal with creating an innovation ecosystem that Dr. Naganathan has promoted in his strategic vision. The second presentation will be April 17, 2018.
- ODOT has donated equipment to Geomatics, they will be giving a presentation and connecting with students with a reception that evening. The Provost encourages faculty to attend.
- Dr. Skip Meyers will be coming on May 1 to talk about Academic Shared Governance for the Provost Seminar Series. The Provost would like to consider having him speak for 30 minutes at the next Faculty Senate meeting.
- Creativity Grants – Announcements have gone out; opportunities have expanded. Deadline is April 19.
- Search Updates
 - ETM Dean Search Committee looked at 60 candidates, four finalists have been chosen for on-campus interviews. Engagement with finalists will probably take place at the end of April.
 - The Associate Provost for Research and Academic Affairs position had 37 candidates, nine Skype interviews to take place shortly and the final candidates will come to campus late April or early May.
 - Faculty searches are underway; the Provost has extended opportunities by broadening the range of advertising and allowing up to three candidates to campus.
 - University Librarian Search – Two candidates will be coming to campus at the end of April.
- Indefinite Tenure decisions were announced and the Provost is thinking of a way to celebrate those who received tenure. Faculty who received tenure are: Troy Scevers, Allan Douglas, Eve Klopff, Aaron Scher, Ben Bunting, Trevor Petersen, Yasha Rohwer, Dibyajyoti Deb, David Hammond, Sharon Beaudry, Wahab Abrous, Steve Edgeman, Lloyd Parratt and Sarah Woodman.
- Congratulations were given to those who participated in the Steelcase Grant application that was successful.
- The CEET building project is moving forward and is in the discussion phase. Currently finalizing the hiring of a design firm.
- *Ad hoc* compensation task force is seeking nominations, Dr. Naganathan is hoping to name that group in the next one to two weeks.
- The hiring request process will begin again in the May Academic Council meeting.
- Equipment requests will begin fall 2018.
- The recent chair training was a sampler and the first time it has been done at Oregon Tech, more in depth and skill based training will begin fall 2018.
- The Provost and Dr. Naganathan, in consultation with David, have discussed moving the process of making appointments to standing committees up, so that is done by the end of the academic year. Naming committee membership earlier allows the committees to hit the ground running when fall term begins. The Provost would also like to work on charges over the summer as well as developing tools such as dashboards that would help improve committee efficiency.
- Discussion regarding sabbatical applications. The Provost's office has notified all sabbatical leave applicants whose applications have been finalized. There is one pending application.
- Discussion regarding the faculty search committees and allowing up to three finalists. The strengths and weaknesses of the three finalists need to go to the Dean along with applicant packet.
- Discussion around IR data. The IR office is currently flooded with requests. The highest priority is the President, Vice Presidents, or other external requests as needed. A priority process is under development with recommendations from the Provost. Recommendations include a follow-up email from IR to requests with an estimated time of completion.

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- Signing a Memorandum of Understanding with Klamath Union High School for their math and science academy.

Report of the President's Council Delegate – David Thaemert

- Preparing agenda items to submit to President's Council but no meeting yet.

Report of the Association of Oregon Faculty (AOF) Representative – Alternate – Matthew Sleep

- No report.

Report of the Interinstitutional Faculty Senate (IFS) Representative – Mark Clark

- IFS met in Corvallis last month, main items of discussion were House Bill 2998; they are making considerable progress in this area. Also discussed dual credit procedures.
- Toured the new OSU state of the art classroom building, which is four stories and holds 5000 students.

Report of the Fiscal Operations Advisory Council (FOAC) Representative – Terri Torres

- No report.

Report of the Administrative Council Delegate – Lindsey Stewart

- Creating a welcome packet for new Administrative Council members.
- Focusing on improving Faculty/Admin communication. Will be creating a Qualtrics survey over the next couple of weeks and is looking for faculty input on this survey.

Adjournment

David Thaemert adjourned the meeting at 8:50 PM.

Respectfully submitted,
Don McDonnell, Secretary
/jP