



## **Minutes**

June 5, 2018, 6:00 PM, the Sunset Room of the College Union (Klamath Falls) and Conference Room #402 (Wilsonville).

## **Attendance/Quorum**

President David Thaumert called the meeting to order at 6:00 pm. All senators or alternates were present with the exception of Christian Vukasovich, IFS/AOF; Lindsey Davis, Administrative Council; and HAS Dean LeAnn Maupin.

## **Approval of Minutes**

Mark Clark moved and Hui Yun Li seconded to approve the minutes of the May 1, 2018 meeting. Faith Lee stated that on page 3, under New Business, second bullet, the smudging sponsor should be Campus Life, not ASOIT, and that Josie Hudspeth presented the procedure rather than Faith Lee. On page 6, under the Softball Complex Renovation, the next point should be correctly spelled as donor rather than donner. The minutes were approved as corrected.

## **Reports of Officers**

### **Report of the President – David Thaumert**

- David reported that only limited meetings have been held with the Provost since the last Senate meeting.
- Dr. Naganathan sent wishes for everyone to have a great end of the school year and he is looking forward to working with Senate in the fall.
- SenEx has nominated a slate for the coming year. This was announced in an email and will be revisited in the Organizational Meeting following tonight's regular Senate meeting.
- The meeting to assign membership to standing committees, councils and commissions will start June 6.
- The next President's Council meeting is June 14, 2018. There will be a number of policies affecting faculty that will be reviewed. One of these is OIT 241-030 regarding Department Chair appointments and selection. This was previously reviewed and sent back to Senate and will go back to President's Council. The other policy that will be reviewed is the Non-tenure track faculty promotion policy. This also was sent back to Senate. Both of these were sent back due to differences of language opinion between Senate and the Provost.
- This is the last meeting for David as President of Senate. He is the first President to be duly elected to serve a two-year term and he thanked everyone for working so diligently and well together. Mark Clark thanked David for his leadership and service.

### **Report of the Vice President – Sharon Beaudry**

- Sharon thanked everyone, especially SenEx, for their hard work, as this is her last meeting as Vice President.
- Sharon stated that Academic Council has had two meetings since May 4, 2018 and have reviewed campus committees and chairs as well as the non-tenure-track policy. She stated that Dr. Skip Meyers attended one of the meetings and made a brief statement. The Council is also working with Farooq Sultan on workload.
- She stated they are planning for new positions, which will be done in spring for departments to get earlier starts on hiring. This week department chairs will begin evaluating what their needs will be.
- June 1, 2018 was the second meeting of the Council. They reviewed online workload guidelines and faculty workload. On the handout, item #3 addresses quality standards. OLAC will be working on this for next year and will roll out their guidelines slowly. Class size has to be weighed against benefits for students.
- David Thaumert suggested that comments be directed to Erika Veth and OLAC as guidelines are now being drafted. All department chairs have the current draft and will discuss with their departments.

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- Workload guidelines are not voted on by Senate.

### **Report of the ASOIT Representative – Faith Lee**

- Faith reported that the ASOIT parking proposal was accepted. Back-in parking will be allowed.
- The library is extending their hours for Dead and Finals week. Data will be gathered to assess student usage of these additional hours.
- The Hawaiian Club will have their year-end gala June 9.
- The Music Garden was held on June 2 and raised funds for the Klamath County Sheriff K-9 unit.
- The Student Veterans club held a “workout” day to honor Michael Murphy.
- ASOIT volunteer hours already have topped over 2,500 hours.
- The Blood Drives have contributed 167 pints of blood to the Red Cross.
- ASOIT will hold a ceremony to celebrate all the student clubs.
- New officers have been installed for coming year.
- Faith thanked Senate for being allowed to work with the Senate.

### **Reports of Standing Committees**

#### **Faculty Rank Promotion & Tenure (RPT) – Matthew Sleep**

- Matthew reported on the non-tenure track (NTT) policy, pages 9-35 of the packet. He stated that in December 2017 the committee met with the Provost regarding items on page 17. Matthew, Ken Usher and the committee have each had meetings with the Provost. To date, there has not been much feedback from President’s Council. They have removed the philosophy of hiring and the 15% cap of NTT faculty. They retained a cap of 25% per department. In looking at the data, roughly one-half of applicants are for NTT versus tenure-track (TT). They have decided to not use “professional” nor “professorial” verbiage in the policy due to the confusion these terms create. The committee has chosen to use NTT and TT instead. Matthew presented and moved the preamble, on page 21, be accepted. The motion was seconded by Mark Clark. Yasha Rohwer and Mark Clark asked about the second paragraph, last sentence. They thought this should be subject to further review. Matthew accepted this friendly amendment. Veronica Koehn asked about the 15 versus 25%. Mathew stated that currently NTT is over 15% and this does not count adjuncts. David Thaemert stated that, if faculty are unionized, this will be out of the Senate purview. Christopher Syrnyk asked if it would be reasonable to compromise and work with Administration. Aja Bettencourt-McCarthy made a friendly amendment to the preamble, keeping the same language and adding the word “instructional” to faculty. RPT sent two drafts of the policy to President’s Council wanting the Council to view the original as passed by Senate as well as the revision made after rejection. Verbiage in the preamble needs to be corrected so that the language reads the same on Oregon Tech and Oregon Institute of Technology. The motion on the revised OIT 20-04x was passed with no abstentions and two opposition votes. The policy will be sent to President’s Council.

#### **Faculty Welfare – Yasha Rohwer**

- Yasha stated that they have nothing to be voted on, but that Welfare had addressed all of its charges. They have finished revising last year’s workload report, and the revised report starts on page 36 of the packet.
- Yasha stated that their charge concerning committee work and faculty time had been added to that revised workload report. Welfare thinks that capping committee size is a good idea (though some exceptions to capping committee size might be acceptable). The average committee size at OIT is approximately nine while the data suggests that the optimal size for group work is five. Welfare also believes that to reform committees the Provost, the President, and SenEx must all be on the same page since they all control committees that faculty serve on.
- Welfare has also edited the Provost’s edits of the chair selection and evaluation policy along with the chair guidelines that the Provost drafted. The guidelines document is embedded in policy and so is essentially part of that policy. Welfare started with the Provost edits of the policy, which start on page 56 and Welfare’s edits of the Provost’s edits start on page 52. Page 67 is the welfare revisions of the Provost guidelines. Welfare thinks that

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their edits were not ready to vote on, since the committee has not heard back from Deans, the Provost, or department chairs, concerning the edits, and so this charge should continue into next year.

### **Academic Standards – Veronica Koehn**

- Veronica reported on the credit count on page 71-72, specifically as they applied to transfer students. Currently, Oregon Tech accepts and awards credit for all transfer courses, even for courses that do not substitute for any Oregon Tech courses and therefore are not helping the students make progress towards their degree. The state is unhappy with how many courses some Oregon Tech students are graduating with; Dean Maupin and Provost Kuleck have made it clear that the current "just take all credits" policy needs to change. The registrar's review of and transfer of general education courses will not change. For non-general education courses, the courses will still show up as "fall through" courses in Degree Works, but no credit will be attached to these courses. Advisors will then look over the "fall through" list and see which courses, if any, are close enough to Oregon Tech courses to warrant a substitution. After the course substitution is complete, the student will then earn the credit hours attached to the course. This will allow advisors to retain the course list for substitution purposes and avoid students graduating with such high credit counts that it is getting negative attention from the state. All courses will be retained in case a re-evaluation needs to be done at a later date. Veronica moved and Christopher Syrnyk seconded a motion to approve their report. Don McDonnell made a friendly amendment to change, on the first page, add "Tech" to "Oregon." The friendly amendment was accepted. The motion passed with no abstentions nor opposition.

### **Faculty Compensation (FCC) – Joe Reid for Eve Klopf**

- Joe gave the report for FCC. The committee received the data requested from HR on chair stipends; however, the information is insufficient to make the determination whether policy (stipend release model) is being followed based on the differing values from similar departments. More information will need to be collected to make this determination and thus, will not be done until next year.
- Other assigned charges were tabled due to the special committee from the Provost and President re-evaluating and re-designing the work done by the MGT study.

### **Reports of Special or Ad Hoc Committee**

- None

### **Unfinished Business**

- None.

### **New Business**

- None.

### **Open Floor Period**

- Mark Clark stated that the vote for faculty unionization passed. The official process has started and paperwork was filed today. He stated that Department Chairs could be part of the faculty bargaining unit or they may be a separate unit. Press releases announcing OIT faculty unionization will be going out both nationally and locally. Don McDonnell stated several faculty members stated they felt pressured to vote for the union. Veronica stated she spoke to several who did not want to put their names on anything for fear of retribution, should the union vote not pass.
- Lindsey Stewart stated that online workload will be part of the union contract negotiations though this has historically been set by the Provost.

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### Report of the Provost – Brian Moravec for Gary Kuleck

- Brian read the following statement from the Provost:  
Dear Faculty Senate colleagues,  
I regret that I cannot join you for this meeting. I would like to thank all of the Faculty Senate members, and especially Faculty Senate President Thaumert, the Sen Ex Committee, and all of the Faculty Senate committee members for their passionate work in this past year in support of the faculty. Everyone has been especially supportive in my inaugural year as Provost. While we have made progress on a number of fronts, much work remains to be done and I look forward to working productively with the incoming Faculty Senate and leadership. My very best wishes for a successful meeting!  
Cordially, Gary Kuleck, Ph.D., Provost and V.P. for Academic Affairs
- Twelve summer productivity grants have been awarded totaling \$44,000.00.
- Thomas Keyser has accepted the position of ETM Dean and will start August 1, 2018.
- The search for the Associate Provost of Research and Development is preparing to make an offer to a candidate(s).
- With all the upper management changes, the Provost is currently having the Deans work with the Department Chairs to reach out and extend offers to faculty candidates. So far, the response from the departments has been positive that this change is a positive one.
- Don McDonnell asked if the Provost could provide feedback from the study conducted by Dr. Skip Meyers on shared governance.

### Report of the President's Council Delegate – David Thaumert

- David Thaumert reported that policy OIT-20-035, Post-tenure review, which Senate approved two years ago, has been moved and passed by President's Council. The same goes for policy OIT-20-030, Indefinite Tenure. Policy OIT-13-012, Advanced Placement has been deleted. This was only a one-sentence policy.
- The Council is working on a new drone policy as the old one had possible conflicts with the FAA restrictions. This policy will be revisited in the fall and will set limits on where drones can be flown.
- Aja Bettencourt-McCarthy requested that the President's Council agenda be sent to all faculty, the same as the Faculty Senate agendas.

### Report of the Association of Oregon Faculty (AOF) Representative – Matthew Sleep for Christian Vukasovich

- No report.

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

- Mark reported that the IFS meeting on May 18 in Klamath Falls had to be rescheduled due to a timing conflict with the President's Investiture ceremony.
- HB2988, the Transfer Bill is still being worked on by HECC to develop transfer agreements.
- Online guidelines will also need to be developed.

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

- Oregon Manufacturing Innovation Center (OMIC) report. The new Executive Director, Craig Campbell reports directly to President Nagi. Campbell is working to develop a 2018-2019 fiscal budget, strategic plan, and staffing plan to present to OMIC Board of Governors as well as key indicators to be used for evaluation of success. They are hoping to add three new Tier 2 members to bring the total number of partners to 20. According to Brian Fox, the greatest extent of Oregon Tech's expense is in time and cash flow (administrative and marketing).
- A deficit budget has been approved by the Board. The overages result from strategic investments and contingency plans. Assumptions of the budget:
  - Flat enrollment or slight increase and 5% increase in distance education.

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- \$500,000 increase in health insurance expense.
- Shifted 85% of adjunct and overload pay will now go to the departments with remainder going to Deans.
- Increase to \$1000 for professional development for all employees investment in talent.
- Created departmental reserve/sinking funds accounts
- Remissions (12.1% of tuition revenue-410k) will be used to drive enrollment.
- S&S reduced by 5%.
- Ongoing investments
- Increase emergency reserve fund.
- ITS was funded with \$100,000 to address the technology problem in the classrooms.
- Campus beautification \$25,000.
- More money in the Honor's Program.
- Total revenue----\$62,305,260 and total expenses \$62,259,868.
- The new redesigned budget process creates an opportunity for departments to have direct involvement in developing their own budget.
- President's strategic Investment Fund \$1.06M to meet contingencies as they arise including adjustments in salaries, resources for strategic, and tactical investments).
- The budget includes 12 new proposed positions of which two are faculty positions. The president has asked for all Directors and Vice Presidents to submit a justification for filling all currently vacant positions to be reviewed by the president and a determination made to move forward to fill or to hold vacant.
- Oregon Tech is forecast to end FY 2018 with \$13.4M in General fund reserves or 22.7% in operating reserves. With the FY 2019 budget, ending balance would be 17.9% in operating reserves.
- A Physical Facilities Plan will be developed after an assessment is done on our current facilities (approximately two years from now).
- Terri reported that a sub-group, including the Provost, is working on budgets on the “academic side of the house”. Another sub-group has worked on setting tuition for the next academic year. Undergraduates will have a 4.5% increase and graduates a 3% increase; all differentials will increase from 20% to 25%.

### Report of the Administrative Council Delegate – Sandi Hanan

- Sandi stated election results will be announced later this week, as four terms are expiring.
- Administrative Council is also reviewing current goals and creating goals for next year.

### Adjournment

David Thiemert asked that everyone do some thinking over the summer regarding committee charges and send ideas to Terri Torres for consideration in this next academic year. He adjourned the meeting at 8:40PM.

Respectfully submitted,  
Don McDonnell, Secretary  
/jp



## End-of-Year Report, 2017-2018

**Committee:** Academic Standards  
**Chair:** Veronica Koehn  
**Committee Membership:** Ryan Brown, Chris Caster, Marla Edge, Wendy Ivie, Jeffrey Hayen, Suzanne Hopper, Jesse Kinder, Karen Kunz, Hui Yun Lee, Mason Marker, Erika Veth

What were the committee charges this year?

1. Review and make recommendations regarding Oregon Tech's current foreign language admission requirement.
2. Review and recommend policy and operational considerations for micro-credentialing (aka digital badging).
3. Review and make recommendations regarding potential revisions to Transfer of Credits (OIT-13-011) policy, including 1) limiting courses and/or total number of credits transferred to a student's Oregon Tech academic record (i.e., Determination of Transfer Credit, Applicability of Transfer Credit); 2) removing policy redundancy or conflict (i.e., OIT-13-013 versus CLEP and CPL sections); and 3) updating language (i.e., "college", "OIT", etc.).
4. Make policy and/or operational recommendations regarding transcript documentation of a student's Essential Studies Synthesis Experience (ESSE) with descriptor providing detail.
5. Review Advanced Placement (OIT-13-012) for policy redundancy or conflict with Credit for Prior Learning (OIT-13-013) and recommend disposition (i.e., keep as is, keep with modification, delete, incorporate in other policy). *This charge was added at the April 3, 2018 Faculty Senate meeting.*

What did the committee accomplish this year?

1. After researching how other OUS schools were handling the OUS mandated foreign language requirement, Academic Standards proposed removing the foreign language admissions requirement and putting the existing foreign language courses as Diverse Perspectives foundational course options. *Senate approved removing the admissions requirement at the March 6, 2018 Senate meeting, but, as the ESLO model is not yet implemented, the Senate opted to table the recommendation to make the existing foreign language courses Diverse Perspectives foundational course options. When the ESLO model is implemented, we will re-submit our request to make the existing foreign language courses Diverse Perspectives options.*
2. This issue was tabled for the year. Not only is Erika Veth busy with her multiple responsibilities, digital badging is being discussed in various committees, so we need Erika to have time to coordinate the various committees' work on this issue.
3. The faculty members on the committee, as well as the registrar, really wanted to leave the current system in place, but Dean Maupin informed us that, at the state level, our students' high credit counts at graduation were becoming an issue that was adversely affecting the way Oregon Tech was perceived at the state level, so we had to change our current "just accept everything" policy. Academic Standards faculty realized that the reason that we liked the current "accept everything"

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policy was that it allowed us to see all of the courses a student had taken and, when appropriate, substitute in a student's transferred course for an Oregon Tech course. We suggested that Oregon Tech adopt a new transfer of credits policy:

Oregon Tech provides a complete, documented transfer evaluation upon the admission of the student, prior to the planned term of enrollment.

The remaining courses are listed as fall-through courses in DegreeWorks.

The new student meets with his or her advisor to determine which fall-through courses, if any, will receive transfer credit. The advisor will determine the transfer of credit on a course-by-course basis and specify which courses are eligible for course substitution (those courses that are close in content to a current Oregon Tech course but are not specified in the university's transfer agreements). The advisor or the student will submit a course substitution request to the registrar, and, upon approval of the substitution, transfer credit will be granted. General education requirements, elective credits, and program credits may be eligible for substitution and credit consideration, but only after consultation with the student's advisor.

The new policy allows the "fallthrough" courses to still show up in DegreeWorks (so advisors can still easily see possible course substitutions), but no credit is awarded until after the substitution is processed. This solves the faculty problem of not having an easy-to-reference list of fallthrough courses and solves the school's statewide problem of Oregon Tech students graduating with too many credits.

*This proposal was unanimously approved at the June 5, 2018 Senate meeting.*

4. Given that the ESLO model is not yet implemented, this charge was tabled pending ESLO model implementation.
5. Given that a more in-depth AP credit policy was addressed in the Credit for Prior Learning Policy that Academic Standards revised and that Senate passed in the 2016-2017 school year, Academic Standards recommended cutting OIT-13-012. *This was unanimously approved at the May 1, 2018 Senate meeting.*

What issues and/or additional responsibilities arose this year that influenced the work of the committee? While these are discussed above, I can highlight them here:

1. The delayed roll-out of the ESLO model forced us to table our fourth charge and limited the Academic Standards recommendation for the foreign language courses to be retained as Diverse Perspectives foundational level course options.
2. The fact that digital badging is being addressed in multiple groups that have not yet met, coupled with the need for Erika Veth to attend all meetings related to the topic (a near impossible task for her, given all of the hats she wears on campus), we did not make as much progress on our second charge as we would have liked.
3. We were asked to tackle OIT-13-012 in April, but, as this was a really easy charge, adding it late in the year did not greatly burden the committee.

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Given what you have learned this year, what goals/charges do you recommend this Senate committee focus on in the upcoming year?

1. The biggest change is going to be training faculty/advisors on the revised transfer of credits policy. I believe that addressing the change with the Advising Commission during its Convocation meeting should help.
2. Some people are confused about when the foreign language change goes in to effect, so it may prove useful if Wendy or someone else sends out a message to all faculty (as some faculty have already told their advisees that the change is underway).
3. Academic Standards should work more on digital badging.
4. If the ESLO model is implemented, Academic Standards should work on transcribing the ESSE.



## End-of-Year Report, 2017-2018

**Committee:** Faculty Compensation Committee  
**Co-Chairs:** Eve Klopf, Stephen Schultz, Joe Reid

**Committee Membership:** Eve Klopf, Chair 541.885.1957 PV 272 PV 2  
Lloyd Parratt 541.885.0947 DOW 223 DOW 207  
Joe Reid 541.851.5781 OW 144 OW 143  
Stephen Schultz 541.885.1808 DOW 230 DOW 243  
Sean Sloan 541.885.0927 BH 162 BH  
Sherry Yang 503.821.1250 WIL 213 WIL  
Gary Kuleck, Provost (ex-officio) 541.885.1113 SN217 PROVOST  
Suzette Yaezenko, HR (ex-officio) 541.885.1108 SN108 HR

1. What were the committee charges this year?

Update Faculty Compensation Policy (OIT-020-015) policy to reflect changes in approach and incorporate supporting procedures resulting from MGT America study of faculty compensation. This should include implement all aspects of the plan including the development of a compensation philosophy tied to mission objectives, a funded compression model, process for updating department CIP codes, further exploration of location differentials and adjunct ranges, validation of the benefit adjustment, and ongoing administration and maintenance process of the plan.

For future consideration by Oregon Tech Faculty, draft revisions to Faculty Senate Charter and/or Bylaws regarding Faculty Compensation committee composition and standing charges.

Standing charge: review and make recommendations regarding institutional floors and market equity adjustments; assist President and Provost in determining the allocation of available compensation funds; analyze CUPA and CPI data to recommend changes to institutional floors, comparator average salaries, and comparator floors; recommend distribution of available funds to COLA, market, and merit; recommend minimum merit fund balance trigger a release; and assist disciplines in obtaining comparator data if none are available from the OUS peer group.

Review and make recommendations regarding department chair compensation in annual context (e.g., separate but unequal summer contract versus 10-month contract).

2. What did the committee accomplish this year?

FCC viewed its main focus for the year as being the charge to update the faculty compensation policy based on the results of the MGT study. During the fall quarter, the committee initiated discussions with administration to discuss this update. Despite bringing up on a number of occasions the issue of the university purchasing the recommended information to verify that the amount currently being used as a

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benefits differential is appropriate, FCC was not successful in getting the university to make this purchase. Members of administration also shared concerns with the appropriateness of the comparator's list used in the MGT study, and indicated that the study's results would need to be adjusted with an updated, to-be-determined list of comparator institutions before being used to update the university's faculty compensation policy. Additionally, members of administration shared the importance of the university having a functional merit policy. It should also be noted that, during these discussions, it was indicated that information requests from FCC will need to be submitted for approval through the provost's office before being further processed by university offices such as HR.

Ultimately, the university's administration chose to create a new ad-hoc committee to address updating the university's compensation policy. This ad-hoc committee has been formed and contains one representative from FCC. It should be noted that the member of FCC who was particularly recommended for inclusion on the ad-hoc committee because of a deep understanding of the MGT study was not selected for inclusion on the ad hoc committee.

Regarding FCC's other committee charges, we have recently received information from HR regarding department chair contracts, and hope to make some progress on this during our last meeting of the year.

3. What issues and/or additional responsibilities arose this year that influenced the work of the committee?

Having substantial administrative turnover has significantly influenced the work of the committee. This has been reflected in FCC's discussions with members of the current administration regarding the MGT study (which was requested by members of the previous administration), and, additionally, in the creation of an additional university committee with the same focus as this existing committee.

4. Given what you have learned this year, what goals/charges do you recommend this Senate committee focus on in the upcoming year?

I would suggest that the Senate strongly support the work of the ad-hoc committee for updating the faculty compensation policy. It has been indicated that the committee's initial focus will be on updating the merit policy. Senate should do whatever it can to help with that development so that the ad-hoc committee's focus can shift as soon as possible to updating the overall faculty compensation policy (especially portions dealing with base pay).



## End-of-Year Report, 2017-2018

**Committee:** Faculty Welfare  
**Chair:** Yasha Rohwer  
**Committee Membership:** Dan Carrere, Jesse Chaney, Kyle Chapman, Eklas Hossain, Michael Hughes, Kari Lundgren, Cristina Negoita, Sarah Woodman

### What were the committee charges this year?

- (1) Review and revise, as necessary, this committee's 2016-17 workload framework report, considering comparable policies and/or processes at other Oregon public universities, new administration perspectives and Provost response.
- (2) For future consideration by Oregon Tech Faculty, draft revisions to Faculty Senate Charter and/or Bylaws regarding criteria and process for Senate committee chair assignments.
- (3) Review balance of online versus physical offerings of courses and recommend any policy or procedure to reduce competition/conflict between these modes.
- (4) Review University and Senate consumption of faculty time by committee and recommend any policy or procedure for future workload accounting consideration.
- (5) Review and revise, as necessary, OIT-21-030 Department Chair and Evaluation, also considering serving chair input and new administration perspectives.

### What did the committee accomplish this year?

The Committee was able to address all of its charges. See Senate minutes for reports on all charges.

### What issues and/or additional responsibilities arose this year that influenced the work of the committee?

One big challenge was that we received charge five very late in the academic year and were told that it was a high priority. Because of this, we were not able to devote the time we had originally budgeted for charge four. It is for this reason that our report on charge four was added to our report concerning charge one. However, this was not too problematic since faculty time consumption via committees is a workload issue.

Another issue our committee faced was that our recommendation to form an ad hoc committee to develop an official workload policy for Oregon Tech, (supported by SenEx and the Provost), seems to have lost steam and perhaps will not be followed. This is perhaps because the President of Oregon Tech has created a task force that is supposed to, among other things, examine the workload issue. We hope that the task force will use our revised report and other resources that Welfare has put together over the years, if they take on the important work of formulating an official workload policy. If Unionization happens, we hope

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that the administration and the faculty bargaining unit will use the report and other recourses Welfare has developed over the years in formulating the workload policy.

Another issue was absenteeism by certain committee members. Every report this committee has produced, including this one, has listed everyone assigned to the committee at the top. However, this does not indicate that all committee members contributed equally—or even at all—to each report or to the work necessary to formulate the report.

### **Given what you have learned this year, what goals/charges do you recommend this Senate committee focus on in the upcoming year?**

The committee should continue working on the fifth charge. We have only had time to produce a new draft of the Provost's initial edits. While I think the Welfare Committee has already significantly improved the Provost's edits, it is still just a draft. Stakeholders that we have not been able to solicit feedback from need to be consulted. Furthermore, clear chair duties should be produced alongside clear duties of Deans, The Provost, and perhaps even program directors.

The Welfare Committee should be part of the Provost's initiative to have a committee on committees. Eliminating time spent doing committee work could help alleviate the chronic workload issue at Oregon Tech.

Lastly, Welfare should perhaps work on developing a formal review sheet of committee members that would be included in faculty's APE forms and promotion portfolios replacing the informal letter.



## End-of-Year Report, 2017-2018

<b>Committee:</b>	Rank, Promotion and Tenure
<b>Chair:</b>	Matthew Sleep
<b>Committee Membership:</b>	Monica Breedlove Ben Bunting, Senator Tiernan Fogarty Claude Kansaku Dawn LoweWincentzen Matt Search Christopher Syrnyk, Senator Yuehai Yang Ken Usher, PAC

### What were the committee charges this year?

1. Review Indefinite Tenure Selection policy (OIT-20-030), specifically the first Procedure paragraph, to determine basis and process for a Provost's modification of the tenure process timeline.
  2. Consider a policy for granting tenure to academic administrators.
  3. Determine if any revisions need to be made to either general faculty or department chair FOP and/or APE forms.
  4. Review and make recommendations regarding third-year review or alternate peer review processes to support faculty advancement and retention.
- Additional charge given in January 2018 to work with the administration on revising the NTTF policy passed in June of 2017 by Faculty Senate

### What did the committee accomplish this year?

**Charge 1** - Review Indefinite Tenure Selection policy (OIT-20-030), specifically the first Procedure paragraph, to determine basis and process for a Provost's modification of the tenure process timeline.

#### RPT Committee Recommended Modifications 2017-2018

A basis and process for a Provost's modification is stated on Page 1 of OIT-20-030: "Candidates for tenure will be evaluated during winter term of the fifth year of full-time service on annual tenure (tenure track). Under extenuating circumstances, such as illness or family leave, a faculty member may ask the provost to extend the tenure timeline." The RPT committee recommends keeping the paragraph shown above and removing the following sentence from Page 5 of OIT-20-030: "All parties shall abide by the timeline set forth in this policy. However, the provost may modify the timeline if he/she determines a reasonable need to do so."

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The motion to change the policy as noted above was brought to the December Faculty Senate meeting and passed with no abstentions nor opposition.

**Charge 2** - Consider a policy for granting tenure to academic administrators.

The committee's recommendation was to keep the current policy as is. This was discussed at the November Faculty Senate meeting.

**Charge 3** - Determine if any revisions need to be made to either general faculty or department chair FOP and/or APE forms.

This charge was tabled by the committee as the Welfare committee was working on a department chair policy that would directly affect the FOP and APE form.

**Charge 4** - Review and make recommendations regarding third-year review or alternate peer review processes to support faculty advancement and retention.

RPT discussed this charge and their findings at the February meeting of the Faculty Senate. RPT was given feedback from the Communication and HSS departments that each do a different, informal 3<sup>rd</sup> year review. RPT stated that every department should keep the review system they prefer. RPT did not recommend a formal third year review, preferring an informal process. RPT's main concern is if there is a formal, required third-year review, it may become punitive. If the review is formal then records are kept versus informal, oral records and the formal records would become part of one's portfolio.

### **Additional Charge on NTTF Policy**

RPT was told in December 2017 that the NTTF policy, passed in June 2017 by Faculty Senate, would not pass President's Council. A meeting was held in December 2017 and attended by members of RPT and Sen Ex. At that meeting, the Provost stated that he would provide RPT with edits to the policy.

Those edits were provided to RPT in February of 2018. Matthew Sleep met with the Provost twice after the February 2018 edits were provided to RPT to discuss proposed changes to the policy. Ken Usher also met individually with the Provost. The Provost attended an RPT meeting in April to discuss proposed changes to the policy.

RPT requested data from IR on the number of NTTF and TTF applicants for the 16-17 and 17-18 academic years. RPT found that statistically fewer applicants were applying to NTTF positions as opposed to TTF positions. RPT was concerned with proposed changes to the NTTF policy for the following reasons:

- 1) Currently, approximately >80%% of faculty are on tenure track at OIT. This is higher than schools in the former OUS. However, only 49-50% of faculty are actually tenured, which is in line with schools in the former OUS. Therefore, there is an issue of turnover of faculty at Oregon Tech. This is a concern brought up at previous faculty senate meetings. Hiring of more NTTF, will likely increase our turnover issues.
- 2) Faculty value tenure. Morale and confidence of the institution is diminished when the majority of new hires are NTTF.

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- 3) One of the three major initiatives of the new Oregon Tech administration is to increase brand awareness and capital. As discussed by the Provost, tenure track faculty should be engaging in more outward facing, creative works. NTTF will not be required to conduct outward facing creative works. Thus there is a mixed message here, we are hiring more NTTF as an economic decision, but want to increase brand awareness at the same time. More NTTF will not, by definition and documented requirements of their positions, engage in creative works to promote the Oregon Tech brand.
- 4) During the 16-17 academic year, departments were given the opportunity to ‘make a case’ for tenure track faculty positions. During the 17-18 academic year, departments were not given this opportunity. During the 17-18 academic year, some tenure track faculty positions that opened due to retirement or faculty leaving the university were replaced by non-tenure track positions.

The RPT committee put forward a revised NTTF promotion policy at the June Faculty Senate Meeting. The RPT committee attempted to create a policy that was a compromise between the June 2017 policy passed by Faculty Senate and the edits requested by the Provost. In the spirit of shared governance and working with administration, a revised policy was passed by Faculty Senate with two opposition votes.

#### **What issues and/or additional responsibilities arose this year that influenced the work of the committee?**

The addition of the NTTF policy revisions significantly changed the work of RPT this academic year.

#### **Given what you have learned this year, what goals/charges do you recommend this Senate committee focus on in the upcoming year?**

The NTTF promotion policy may be implemented during the 18-19 academic year if passed by President’s Council at their June meeting. If so, the policy may need to be revisited as the institution hires these faculty and their responsibilities become more clear.

The Provost has stated that faculty should be engaged in externally facing, creative work. This language and these types of activities are not explicitly used or stated in the promotion guidelines for tenure track faculty.

Workload guidelines for distance education are being created for fully online and on campus faculty that also teach online. Clear guidance should be provided on how these courses are evaluated and if/when they are included in portfolio evaluations for faculty.