

## Minutes

The Faculty Senate met on November 1<sup>st</sup> 2022, 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 in attendance except for Robert Melendy and Chitra Venugopal.

## Approval of Minutes

The minutes for the October 4<sup>th</sup> 2022 Faculty Senate meeting were approved with no changes.

## Reports of the Officers

### Report of the President – Terri Torres

- Terri began her report by congratulating our newly elected Senators: Yanquing Gao, Robert Melendy, and Kapil Gangwar. She also congratulated our new non-voting IFS representative, David Hammond. She stated that David will not be attending our Senate meetings, but will be representing our faculty at IFS.
- Terri presented to the Board of Trustees after our October meeting. She pointed out to them that all of our recent efforts to measure and quantify the problems with the campus climate are returning the same results. In short, that faculty have legitimate concerns that are not being addressed meaningfully by the administration. This has led to a faculty retention issue, which in turn has become a student retention issue.
  - Terri pointed out that the national average for faculty attrition during “The Great Resignation” has been 5%, while Oregon Tech’s attrition rate is above 20%.
  - She also argued that Oregon Tech’s purpose is to prepare students to become members of the middle class, and that to do that well we need consistency and experience with our students in particular in our faculty ranks. When faculty retention plummets, we lose this.
  - She also spoke to the Board about the failure of the proposed NTT promotion policy to pass President’s Council.
  - She also brought up Imaging’s issues with procuring equipment.
    - Vanessa responded to this to say that the program has been approved for one of the two cameras it requested previously.
  - Terri also encouraged the Board to listen to faculty input and take it seriously.
- Terri also reported that she has met with Dr. Mott individually and that Dr. Mott has also begun meeting with SenEx regularly. She then presented the charges for this year’s Senate committees, which you can find on **page 11** of this packet.
  - Terri then said that the next step is to try to establish timelines within the committees for when they plan to meet their charges, so that we don’t have all the committee work coming in in June all at once.
- The committees that are jointly organized by the Provost and SenEx (like GEAC, for example) will have their charges as soon as the Provost is available to meet and discuss them.
- Questions?
  - There were no questions for Terri.
- End of report.

### Report of the Vice President – Yuehai Yang

- Yuehai thanked everyone for participating in the recent election. He shared that there were seventy votes cast from the faculty body, which is over 40% of the faculty participating.

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- Yuehai reported that Academic Council spent their most recent meeting discussing the departments' assessment reports, which were due yesterday.
- There was also a request for department chairs to volunteer as Academic Council representatives to Faculty Senate; however, Yuehai reported that no one volunteered for this role.
- Yuehai surveyed various departments to see what they thought that “Faculty Senate could or should do this year for our faculty and students, especially those that are struggling.”
  - One concern that was mentioned were staff shortages.
  - Another was that filling all open positions with NTT faculty was “a disaster.”
  - Several faculty want a clear pathway for NTT faculty to be promoted.
  - The most popular suggestion was that Senate should “hear our faculty.”
- Questions?
  - Vanessa asked if Yuehai plans to bring this survey to more departments in the future. Yuehai said that SenEx members hope to sit in on department meetings in the future to get feedback from the larger faculty body.
- End of report.

**Note:** Between reports, there was a motion to move the report of the Administrative Council delegate (Kelly Sullivan) up the agenda to happen directly after the report of the ASOIT delegates. This motion passed unanimously.

### **Report of the ASOIT Delegates – Josh Wray**

- Josh was the only ASOIT officer reporting this month; he is the Vice President of ASOIT on the Portland-Metro campus.
- ASOIT-PM is taking a new approach, planning a “Week of Relaxation” after the Thanksgiving break to help students wind down before finals start.
- A representative for Giving Tuesday came to talk to ASOIT-PM to help find ways that students might be able to participate in the event more meaningfully.
- ASOIT-PM is also working on making more student study spaces available on campus. This is an effect of there being more students on campus now than in the past, and has led to a few classrooms being designated as study spaces as well to better meet student needs.
- In the future, ASOIT will be conducting a course modality survey so that they can better understand how students want to take classes, and whether students make these decisions based on education quality or convenience (or both).
- Questions?
  - There were no questions.
- End of report.

### **Report of the Administrative Council Delegate – Kelly Sullivan**

- Administrative Council met last on 10/19.
- Family and Alumni weekend is coming up this weekend. It is free for faculty and staff to attend, but you have to register first. There is more information available in Tech Connect. If you are able and willing to volunteer, contact Becky Burkeen.
- Nominations are being accepted for alumni awards, and these nominations will close at the end of November.

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- IT provided an update on the status of technology in the CEET<sup>1</sup>. There have been significant delays due to waiting on vendor shipments and parts during the last two years, and that waiting continues.
  - IT also encouraged those with a need to submit tickets through TechWeb. IT is working on a lot of tickets right now, but also has a lot of new employees who are in the process of being brought up to speed/trained.
- Kelly shared that there are many career fairs coming up, and this information should be getting out to faculty via Career Services communications.
- There was supposed to be a report on the compensation study for unclassified staff at the most recent Administrative Council meeting, but that report was delayed.
- Wendy Ivie plans to convene the Commencement Committee soon, so if you have any input on the upcoming Commencement, please send that to Wendy ASAP.
- Kelly shared the Senate's concerns (expressed last month) about the final exam schedule to the Registrar's Office and she hopes those concerns will be addressed soon.
- Questions?
  - Terri asked about the alumni weekend: what are volunteers needed for? Kelly didn't have specific details, but reiterated that any help would be welcome.
- End of report.

### **Reports of the Standing Committees**

#### **Faculty Rank Promotion & Tenure – Matt Schnackenberg**

- RPT has met once so far. The committee is attempting to keep meetings to a minimum, with Matt and Ken Usher doing the majority of the legwork.
  - They will be talking to Dr. Mott to better understand their charge within the next week or two.
- End of report.

#### **Academic Standards – Vanessa Bennett**

- Vanessa reported that she is still working on finding willing committee members. She asked that anyone who is interested or has a suggestion/nomination for a committee member let her know. She is looking for at least two more committee members.
- Academic Standards has not met yet due to lack of members.
- Vanessa expressed frustration at the lack of membership and she and Terri both stated that this will continue to be a serious problem as we replace tenure track lines with NTT lines, since NTT faculty don't have the same expectations regarding service as tenure track faculty do.
  - Matt spoke to his department's recent experience here: because of the classification of recent hires (NTT replacing TT positions) the department lost 27 NIWLUs' worth of faculty capacity for research and service. He pointed out that his is not the only department experiencing this.
- End of report.

#### **Faculty Senate DEI – Chitra Venugopal**

- There was no report from this committee because Chitra was not in attendance.

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<sup>1</sup> It was unclear due to the recording's audio quality what Kelly was talking about here, but from context it appears she was discussing rooms in the CEET, not the CU.

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### Reports of Special or Ad Hoc Committee

#### Academic Calendar Ad Hoc Committee – Kamal Gandhi

- Kamal reported that his ad hoc committee is doing work based on the work done by Academic Standards on the calendar two years ago. This committee doesn't plan to duplicate the previous effort, but to do new work with that previous effort in mind.
- He also said that the previous committee's members thought that one of the issues with the original proposal was that Faculty Senate did not agree on one recommendation, but instead voted to provide two choices to the administration.
- Kamal's plan is to send out a short survey to see how the calendar we've had for the last two years has been received so far. This survey will have three questions, and he said the current versions of these questions are:
  - Do you prefer Wednesday or Monday start (for fall term)?
  - Are you going to/did you attend the Monday and Tuesday of Thanksgiving week?
  - Would you prefer to start (fall term) a week earlier, guaranteeing at least three weeks for the winter break or not?
- Based on the results of this survey, the committee will discuss and provide a recommendation in a short time frame.
- Kamal is trying to make the members of the committee broadly representative of all groups of stakeholders, including Student Affairs, Housing, the Registrar's Office, and ASOIT. He is also attempting to include stakeholders from both the Klamath Falls and Portland-Metro campuses.
- Questions?
  - Dibyajyoti Deb asked if Kamal had considered including someone from the upper administration on the committee to ensure that our recommendation does not stall out in President's Council.
    - Terri clarified that this recommendation doesn't go to President's Council, but needs to be approved by the President. She suggested that Dean Peterson participate in an advisory role.
      - Deb suggested that we keep the President in the loop throughout the process. Kamal responded that the point of the survey would be to make sure the recommendation the committee makes in the end is less opinion and more data-driven conclusion. If the President wants to ignore that data and what it suggests, that is ultimately his prerogative.
  - Terri stated that having a week-long Convocation is another scheduling issue that concerns faculty; maybe this could be considered by the committee as well?
    - Kamal responded that the committee could include an "open comments" section in the survey so that faculty could enumerate other scheduling issues that they have as they see fit.
  - Sean Sloan spoke in favor of the committee's approach, saying that even if the recommendation they provide is ultimately ignored, they have done work that provides a data-supported conclusion and that is useful in itself.
  - Randall Paul spoke to suggest that someone familiar with the length and details of the nine-month faculty contract period either be a member of the committee or at least advise the committee. His concern was that any change(s) the committee might suggest will ultimately be constrained by the length and timing of the faculty's contracts.
    - Kamal said that he wants the Registrar's to be involved so that they can help navigate any potential accreditation issues that changing the schedule might raise. In terms of faculty contracts, Kamal said that this was an issue that is already under consideration, and that the involvement of an upper administrator would help with this.
  - Terri pointed out that though it is unpopular, the current calendar fixed two previous problems:
    - Beginning Thanksgiving break in the middle of the day on Wednesday, which introduced difficulties with travel out of town.

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- Increasing “seat time” to the required amount.
- End of report.

### **Student Evaluations Ad Hoc Committee – Vicki Crooks**

- Vicki began the committee’s work by meeting with Kyle Chapman – who chaired the committee who looked into revising student evaluations two years ago – and looking over the work he and his committee did previously.
- Vicki noted that she has two committee members already from HAS, and she asked for nominations for committee members from ETM to round out faculty representation.
  - Sean offered to serve on the committee.
- She has also already spoken to Jesse Kinder, who has done previous research into peer evaluation processes at other universities as well as to Carrie Dickson, who is currently in charge of the student evaluation process at Oregon Tech.
- The committee has met informally, but is just now getting into the research and information.
- End of report.

**Note:** Terri reported to the Senate between official reports that she had considered a charge to have a group review and potentially revise our merit policy, but she “got no traction.” She suggested that all faculty be aware that this policy is going to play a significant role in salary raises (or lack thereof) going forward.

### **Unfinished Business**

#### **Good Advice Contest**

- Terri followed up with the results of the contest that was described at the previous Senate meeting to report the winners:
  - Jeannie Bopp won first place
  - Bobby Kowash won second place
  - Markie Scheidegger won third place
- Terri next explained that part of the purpose of this contest was to get faculty to think about student retention. She wanted Josephine Ness to come to Senate to discuss this topic with the Senators, but Josephine wasn’t available this month. Terri showed data and expressed concern about our dropping retention rates and new enrollment rates. She emphasized increasing student credit hours in particular.
  - The hope is that advice like that provided through the contest will help faculty be able to contribute to the student retention effort.

### **New Business**

- There was no new business.

### **Report of the Provost – Dr. Joanna Mott**

- Dr. Mott was unable to attend the Senate meeting, so there was no Provost’s Report. Dean Peterson did say that the Provost would be sending out an email to all faculty within the next week or two in place of her usual report to the Senate.

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- Randall asked to clarify whether or not this forthcoming email would include charges for GEAC and the other committees that still don't have charges.
  - Terri and others said no, that when those charges are written they will be distributed during a Senate meeting rather than over email.

### **Report of the President's Council Delegate – Terri Torres**

- Terri reported that a President's Council meeting was scheduled, but then was cancelled.

### **Report of the Inter-institutional Faculty Senate (IFS) Representative – Maureen Sevigny**

- IFS met over Zoom on 10/14. Maureen reported that in-person meetings will start again in February at Portland State and then in April at Western Oregon.
- Maureen noted that three of the Oregon universities are currently or about to be undergoing Presidential searches (Portland State, Eastern Oregon, and University of Oregon). Also, Western Oregon and OSU both have new Presidents.
- HECC is still interested in OERs and is trying to incentivize campuses to move toward using them (more).
- Maureen said that some faculty expressed concern about community colleges being allowed to offer “actual” Bachelor's degrees. Specifically, there is a proposal to allow community colleges to offer a Bachelor of Science in Nursing.
  - She reported that there is no process in place currently to allow the four-year universities to review and/or provide input on the Bachelor degrees that the community colleges may be offering in the future in a systemic way.
- Maureen also said that there's nothing new on HB233 this month.
- OSU has finished revising its Baccalaureate Core. Maureen pointed out that they revised it because it has been the same since the 90s, and by comparison ours has not been revised since the 80s.
- Maureen said that she would send the latest draft of OSU's revised program out to faculty later on in the month.
- Questions?
  - There were no questions.
- End of report.

### **Report of the Fiscal Operations Advisory Council (FOAC) Representative – Yuehai Yang**

- The first FOAC meeting of the year was held on 10/5. Yuehai and Deb both attended.
- Yuehai presented based on a set of PowerPoint slides, which can be found on **pages 12-16** of this packet for your reference. For the sake of brevity in the minutes, I have only recorded information not provided directly on those slides as well as questions asked during and after Yuehai's report.
- Questions?
  - Sean asked where the five million dollars allocated for rural health and computing is being spent.
    - Dan spoke to clarify that ETM is building an applied computing center that may account for some (or all?) of the \$3M allocated to them. HAS will be spending their \$2.5M allocation and a variety of initiatives including a new degree in Dental Therapy, a new location for the ABA clinic, and the camera for Imaging.

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- Sean asked what the applied computing center will consist of, and Dan referred him to Dean Keyser.
- Terri asked Dan if he is in charge of allocating the \$2.5M for HAS. Dan said that he is part of the decision-making process but not the final voice.
- End of report.

### Open Floor

#### Randall Paul

- Randall reported that the common course numbering committee met and made recommendations regarding MATH 111 and MATH 112.
- The versions of these courses that fulfill the new transfer requirements will be known as MATH 111Z and MATH 112Z. The new titles of each course will be:
  - MATH 111Z: Pre-Calculus I Functions
  - MATH 112Z: Pre-Calculus II Trigonometry
- 75% of each class must be in line with the statewide expectations for the course for the sake of transfer, but the other 25% of the classes' contents are at the discretion of each institution. Randall said that we won't have to change the content of these two courses at all at Oregon Tech to meet the new expectations.
- The decision was made to keep each course at four hours, despite strong arguments for making each course five hours.
- MATH 105, a course not offered at Oregon Tech, was also approved.
- Randall reported that Joe Reid also finished a recommendation regarding Statistics, but he wasn't certain of the details from memory.
- The committee will be working on the Calculus sequence in the winter (MATH 251, 252, 254).
- Deb asked when the changes to MATH 111 and 112 will take effect, and Randall said in Fall 2023.

#### Vicki Crooks

- Vicki has been serving on the Communication committee. She reported that she will be writing a minority report against the majority consensus that each of the affected Communication courses need to be four credits apiece going forward. She argued that this is contrary to the programs' efforts to reduce the number of total credits needed for graduation.
- She said there will be no significant changes required to the content of the affected courses as offered at Oregon Tech, but the change to four credits per course would be a significant change in and of itself.
- Vanessa asked about Dr. Mott's earlier comments about our administration's desire to reduce each of Oregon Tech's programs' credits to 180. Specifically, she asked when this is happening.
  - Terri pointed out that addressing this would be a good charge for GEAC.
  - Dan spoke to clarify that this initiative is due to pressure from the state, not an initiative undertaken by Dr. Mott specifically.
- Maureen pointed out that the change to four credit courses will also eventually affect our humanities and social sciences offerings.

#### Riley Richards

- Riley asked if there has been any new information regarding the final exam policy as written or a potential revision of said policy. Terri said no.

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### Terri Torres

- Terri asked a series of questions sent to her from a constituent:
  - How do accommodations work now?
  - How does testing work now?
  - What flexibility does the instructor have over the list of accommodations?
  - Where did the fundamental alteration form originate?
  - What are the actual laws behind these changes?
    - Terri explained further that these are concerns expressed by faculty across campus. She requested that Dan write the questions down and try to clarify further at the next meeting.
    - Dan spoke to say that the Provost has asked the Deans to reach out to chairs to invite Jennifer James and Jamie Irish to meet with departments and have conversations about some of these questions.
    - Dan also pointed out that how the law is interpreted often changes when we change personnel in the Disability Services office, and some of these faculty concerns might be the result of recent changes.
      - Randall followed up to point out that Disability Services apparently tried to get a time to present information to faculty during Convocation but were unable to do so.
        - Dan stated that hopefully this (and other related) conversations will lead to such an item being on the schedule for next year's Convocation.
      - Terri weighed in to say that while she understands the value of having meetings at the department level, that there are universal pieces of information (like the content and location of the fundamental alteration form, for instance) that would be useful to dispense to the faculty as a whole.
  - Andria Fultz spoke to say that Jamie Irish did actually give a presentation at the Portland-Metro Convocation and it answered most of the questions Terri shared at the beginning of this conversation.
    - Bobbi Kowash stated that having the information more readily available would be useful, but that some faculty also have concerns about the tone in which the requirements and expectations are being communicated (as threatening rather than supportive).
      - Dan reiterated that this is why it's important to continue to have face-to-face conversations rather than only via email so that understanding can be increased.
- Terri asked Dan when the next draft of the Academic Master Plan will be available for feedback.
  - Dan responded that he has updated the plan based on the previous round of input he received, and plans to meet with Dr. Mott soon to present the newest draft for input and suggestions.

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### **Vanessa Bennett**

- Vanessa asked what happened to the Simple Syllabus program that we chose to adopt at the end of last year.
  - Andria responded, explaining that the company is currently doing a discovery to learn what it is we need from the program and it will still be a few months before it can be implemented in a widespread way across campus. She guessed that it will likely be in use campus-wide by next fall.
  - Terri asked Dan how much of a commitment we've made to Simple Syllabus. He said that we've paid for at least one year, but he's unsure of how far (or if) the commitment extends beyond that.

### **Adjournment**

Terri adjourned the meeting at 7:30pm.

Respectfully submitted,  
Ben Bunting, Secretary

## **FACULTY SENATE CHARGES 2022-2023**

**Academic Standards-----Vanessa Bennett** Kamal Gandhi, Rick Hoylman, Wendy Ivie

Review the Faculty Survey of Student Improvement (FSSE) completed by Oregon Tech faculty in spring 2022 to ascertain if there are any concerns that need to be addressed, or positive activity that should be continued and supported. Also, consider and suggest strategies for increasing the response rate for future FSSE surveys.

**Ad hoc Student Evaluations---Vicki Crooks**, Yuehai Yang, Ben Bunting, Sean Sloan, Brandon Holter, with Kyle Chapman, Jesse Kinder, Carrie Dixon

Consult current research as well as review work done by past ad hoc committee on teaching evaluations. Make a recommendation for any needed changes to teaching evaluations including student numerical evaluations. Make recommendations for revisions to current procedures regarding use of these evaluations.

**Ad hoc Calendar---Kamal Gandhi**, Vanessa Bennett, Mandi Clark, Students

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

### **Merit Policy**

~~Review and potentially revise the current merit policy considering article 18 of the CBA. Consult with department chairs and deans.~~

**RPT---Matt Schnackenberg, Ken Usher**—Jeannie Bopp, Emily Gustofson-Plummer, Robyn Wilde, Andrea McCracken, Sean Sloan, Tara Guthrie

Revise and update the Academic Rank and Promotion for Instructional Faculty (OIT-20-040).

**Faculty Senate DEI-Chitra Venugopal**---Kapil Gangwar, Jamie Kennel and Kaitlyn Knapp

Investigate possible equity gaps in hiring, promotion, tenure, and sabbatical statistics. Recommend possible improvements if needed.

# FOAC report (faculty relevant)

11-01-22

(1)FY 2021-22 YTD Actuals -Received full **one-time biennial allocation** for Center of Excellence in Applied Computing and Rural Health Initiatives in Q1

(2)FY 2021-22 Actuals -**Student credit hours are down 6.2% over last academic year.** A 1% increase in enrollment for FY 2022 was budgeted.

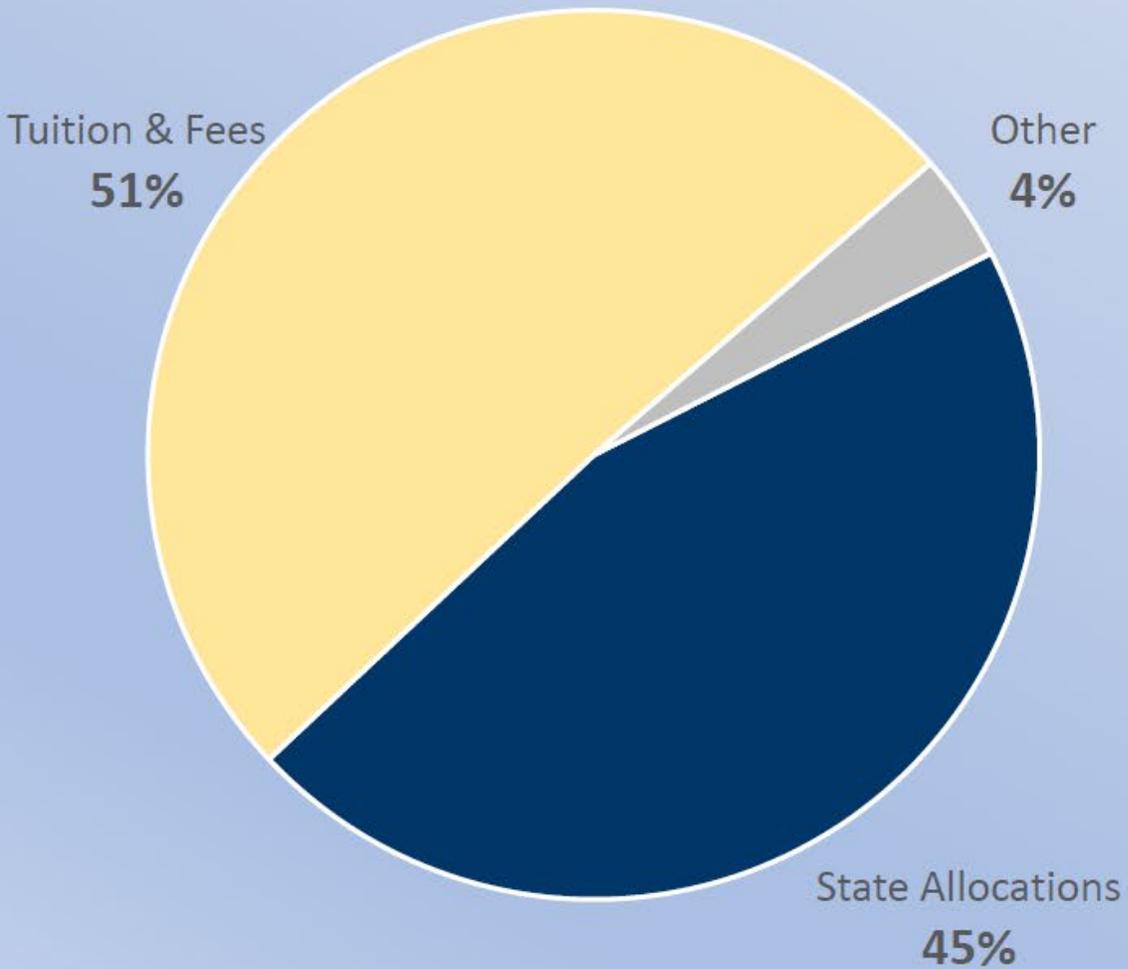
(3)FY 2021-22 Actuals -**Net salary savings is \$5.6M (includes \$2.5M in salary savings originally budgeted)**

# General Fund Monthly Report

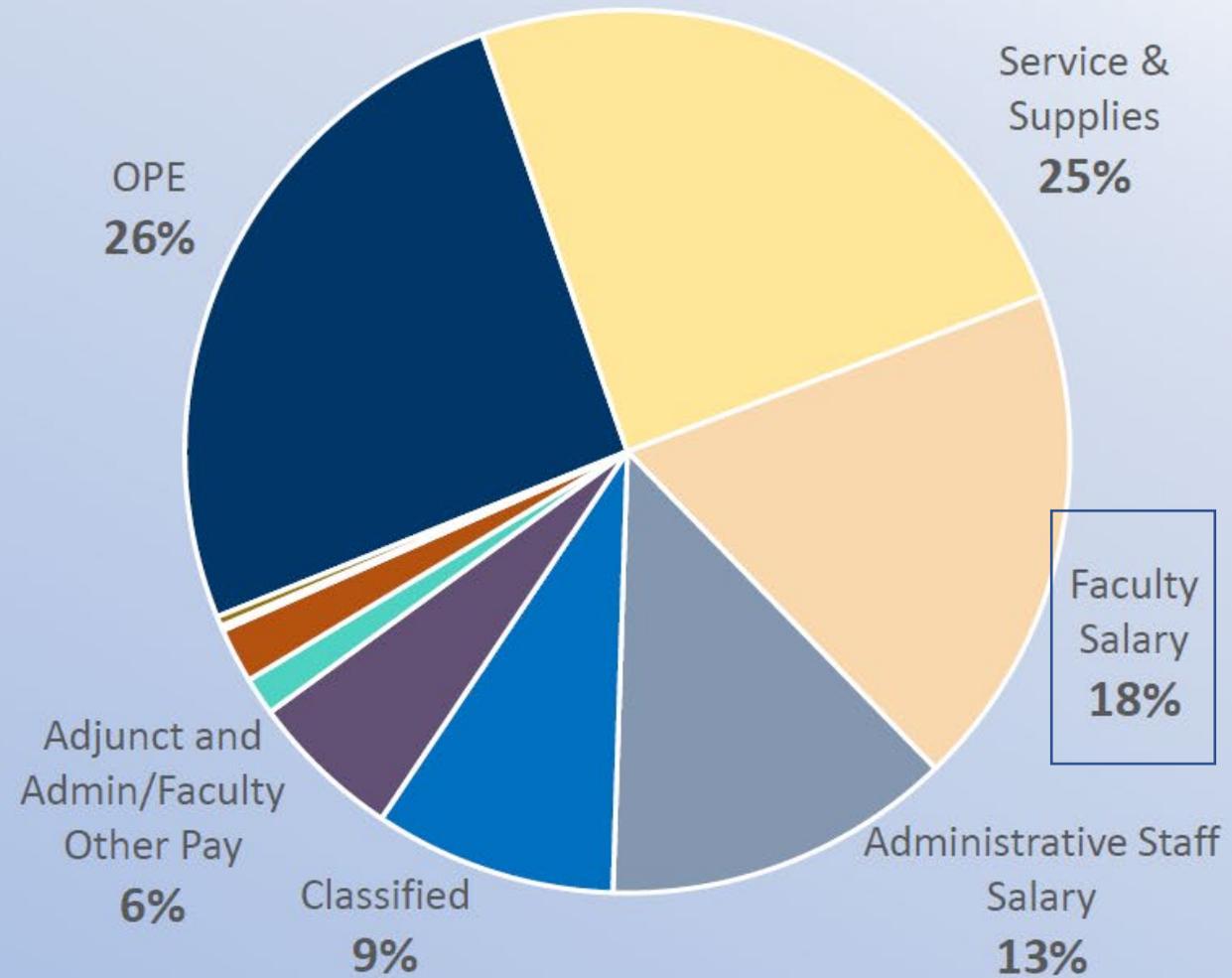
FY 2021-22 Year End (in thousands)

	YTD Comparison	
	FY 2020-21 Year End Actuals	FY 2021-22 Year End Actuals
<b>Revenue</b>		
State Allocations	\$32,117	\$37,407
Tuition & Fees	39,575	38,190
Remissions	(5,296)	(5,837)
Other	<u>2,699</u>	<u>2,259</u>
<b>Total Revenue</b>	<b><u>\$69,094</u></b>	<b><u>\$72,019</u></b>
<b>Expenses</b>		
Administrative Staff Salary	\$6,776	\$8,204
Faculty Salary	13,122	12,783
Adjunct and Admin/Faculty Other Pay	4,797	3,726
Classified	5,481	5,838
Student	656	755
GTA	68	74
OPE	<u>16,756</u>	<u>17,207</u>

## Budgeted Revenue



## Budgeted Expenses



## Total Oregon Tech State Appropriations

