

## Minutes

The Faculty Senate met on October 4<sup>th</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 present except for Chitra Venugopal.

## Approval of Minutes

The minutes for the June 7<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 thanking Christy VanRooyen for stepping in at the last minute to lead the faculty assessment session during Convocation.
- The NTTF promotion policy came up at the most recent meeting of President's Council and was voted down.
  - Terri said that the Provost has decided to use the existing OIT-20-040 policy as the policy for promoting NTT faculty from Instructor to Assistant Professor, in spite of that policy originally being intended for TT faculty only.
    - There will need to be a charge for RPT coming to figure out how to make this work.
      - Terri explained that she has requested that the Deans attend Senate committee meetings (including future RPT meetings) so that the results of the committee's deliberations and work aren't thrown out at the end of the year because they don't match the administration's expectations.
  - Sean Sloan asked if Senate had been provided with reasons for the policy being voted down, and Terri said no.
  - Terri has also requested that President's Council meet monthly and that those meetings be put on the calendar in advance.
    - Randall Paul returned to the issue of the NTTF policy to ask if our use of OIT-20-040 for NTT faculty implies that in the future NTT faculty will also be able to be promoted to Associate and Full Professor.
      - Terri clarified that under this policy, NTT faculty would go through the same process that TT faculty currently go through (portfolio submission, etc.) to go from NTT Instructor to NTT Assistant Professor, but then the process ends there (i.e., there is no further rank for them beyond NTT Assistant Professor). She suggested that Senate should investigate the possibility of adding an additional promotional level to the process via RPT.
      - Bobbi Kowash also expressed frustration about the lack of feedback on the NTTF promotion policy that President's Council voted down: why are we starting from scratch when there was already work done on this?
        - Terri explained that the *entire* NTTF policy as written was rejected by President's Council, which is why we're at the point of looking into revising OIT-20-040 instead of continuing to work with the proposed NTTF promotion policy.
      - Matt Schnackenberg pointed out that part of the revision of the policy should be changing it to take into consideration that NTT faculty typically have lower

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expectations for service and research than TT faculty, which is not currently acknowledged in OIT-20-040.

- Matt also asked if there was a possibility to provide a way for NTT faculty to switch to TT through this process, and Terri said no, based on conversations with the administration.
  - Matt pointed out that this creates issues with faculty hiring and retention.
- Terri announced that FOPs are due by the end of October.
- She also announced that the committee assignments have been released today.
- Terri reported that despite RPT recommending that the FOP and APE be completed together in the fall in the future, the Provost decided over the summer that they should be completed together in the spring instead. She shared that this means faculty will be doing two FOPs this year: one in the fall (for this year) and one in the spring (for next year).
- She met with the Provost to discuss student retention. One suggestion that came up was monthly informational meetings/seminars about student recruitment and retention.
- Terri reported that we will have an ad hoc committee this year to tackle revision of the student numerical evaluation process, and that committee will be working based on the research previously done by our faculty.
- There is also a desire to revisit and revise the academic calendar. Terri will be meeting with Dr. Naganathan tomorrow to see if this is a possibility as a charge for a Senate committee this year.
- Terri also reminded everyone of the “Little Bits of Wisdom” contest currently going on. Submissions are due by 10/15, and one person is allowed to make multiple submissions.
- SenEx intends to host one meeting from the Portland-Metro campus this year, if there is interest. Terri asked Maureen Sevigny if she could discuss this possibility outside of the current meeting.
- Terri worked with the Provost over the summer on the makeup of our Senate committees, and the Provost is interested in collaborating on charges for those committees. Terri asked for any Senators with ideas for charges to send them to her.
- There will be a Senate election coming soon: this will be to fill open Senate seats created by faculty leaving Oregon Tech.
- There will be a Convocation survey going out to all faculty soon. Terri encouraged everyone to fill it out once it’s available so we can continue to improve our Convocation next year.
- Questions?
  - Kamal Gandhi asked why a NTT Instructor would go up for promotion to Assistant Professor if there is no benefit other than a title change.
    - Terri explained that Senate’s work on this policy cannot address a potential raise for NTT Instructors going up for promotion to Assistant Professor because that would need to be included in the CBA.
- End of report.

### Report of the Vice President – Yuehai Yang

- Yuehai started by thanking everyone for their support.
- He reported that the meetings are scheduled for Academic Council and FOAC.
  - Yuehai asked specifically for Senators to pass on questions they have about the financial operations of the university that he can bring to FOAC on their behalf.
- He also encouraged Senators to nominate people from their departments or other departments for the vacant Senate seats so that we can continue to have a robust and responsive Senate.
- Questions?
  - There were no questions for Yuehai.
- End of report.

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### Report of the ASOIT Delegates – Sasha Rabich and Billy Kimmel

- Sasha began by introducing himself as the new ASOIT President on the Klamath Falls campus.
- ASOIT has made some changes recently:
  - More of a focus on policy
  - No longer “just” a student club, but a mechanism for student advocacy
  - Elimination of positions: Communication, Club, Nontraditional Students Officers
  - Creation of new positions: Academic Affairs and Students Engagement Officers
- ASOIT’s goals for the year fit into three main areas:
  - Provide better access to and information about campus resources
  - Improve the relationship between Oregon Tech and the city of Klamath Falls
  - Work to improve communication with faculty and administration
- Questions?
  - Sean asked Sasha a question, but the audio of this portion of the recording is garbled so I am unable to record the question or the answer.
  - Bobbi suggested that any list of campus resources generated by ASOIT be distributed more widely (including to faculty).
- Billy provided a slide set along with his presentation (this can be found on **pages 9-13** of the packet for your reference).
- He began by introducing the new ASOIT officers on the Portland-Metro campus. PM ASOIT also recently eliminated their Communication and Club Officer positions. The roles previously covered by those positions have been rolled into the other existing officer positions.
- Billy stated five priorities for PM ASOIT this year:
  - Approachability and Outreach
  - Events and Campus Presence
  - Transparency and Communication
  - Professional Development and Teambuilding
  - Student Advocacy
- He also covered the group’s meeting schedule in the future (see the slides for more details).
- PM ASOIT wants to share student concerns and collect student feedback in conjunction with Faculty Senate.
- He also hopes to get ASOIT members in to talk to students during classes in Portland-Metro, as that is the best and most direct way to get information out to them.
- Questions?
  - Terri expressed interest in learning more about Portland-Metro students’ preferences for modality of course delivery.
    - Billy agreed, and said that the response is somewhat mixed. Students who are already on or near campus tend to want on-campus courses, while students who aren’t on campus that often or who live far away prefer remote courses. Billy said that we need to design a survey that take these biases into consideration so we can get good data.
- End of report.

### Reports of the Standing Committees

#### Faculty Rank Promotion & Tenure

- Senate committees have just been assigned, so there is no report.

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### **Academic Standards**

- Senate committees have just been assigned, so there is no report.

### **Faculty Senate DEI**

- Senate committees have just been assigned, so there is 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**

- There was no new business.

### **Open Floor**

#### **Randall Paul**

- The Common Course Numbering committee that Randall sits on met recently to discuss courses relevant to Oregon Tech. In particular, the committee discussed MATH 111.
  - Randall reported that MATH 111 will stay a four-hour course, and will either maintain the MATH prefix or switch to MTH. The course number will stay the same. Randall said that the topics covered will stay mostly the same as the ones that are currently taught at Oregon Tech. We will not be required to teach systems of equations in MATH 111 anymore.
  - He also said that one big change may end up being a title change: from College Algebra to Pre-Calculus I.
- Questions?
  - Sean asked when systems of equations gets taught. Randall said it gets taught at a basic level in MATH 100 (MATH 95) and in more detail in MATH 341.
  - Dibyajyoti Deb asked why the name change was deemed necessary. Randall explained that the new title more clearly emphasizes that the course is intended to prepare students for future classes in trigonometry and calculus.
  - Randall also said that leaving out systems of equations as a topic was partially a strategic decision to avoid needing to expand the class to a five-hour course.

#### **Terri Torres**

- Terri spoke to inform everyone that the Board of Trustees Chair has changed. She also encouraged faculty to send her any questions, concerns, or other items that she can bring up as our representative at the next Board meeting.

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- Terri also asked Tom Keyser about the final exam policy in hopes of clarifying the policy’s language: do we need to meet with our students in person during that finals week time slot if we aren’t offering an in-person final?
  - Tom clarified that this requirement *isn’t* an accreditation requirement, but nonetheless we should all plan to meet with our students during that time slot.
  - Deb asked if holding office hours was sufficient for meeting this requirement.
    - Tom did not answer the question directly, and suggested we make this a charge for a committee to investigate and then bring up to Academic Affairs.
  - Sean asked if the policy includes senior project courses.
    - Tom said that if you’re giving a final exam, then the finals time specified is the only time that you’re allowed to give it.
  - Terri read the wording of the policy as currently written to emphasize the parts that are ambiguous.
    - I suggested that a reconsideration and potential revision of the policy be a charge for Academic Standards this year.

### Matt Schackenberg

- Matt shared that we have a new representative on the Common Course Numbering committee for writing: he will be taking Christopher Syrnyk’s place due to Christopher taking a new position.
- Terri shared that we also have Joe Reid working on statistics, and Matt said we also have Vicki Crooks working on speech.

### Andria Fultz

- Andria pointed out that Portland-Metro does not have a separate finals schedule, and this leads to confusion sometimes with PM students using the “global” finals schedule, which only applies to the Klamath Falls campus, to keep track of when their finals are.
  - Terri suggested this also be part of a potential charge for Academic Standards.

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

- **Note:** Dr. Mott was unable to attend the Senate meeting, but provided her report to Terri to present to the group.
- Dr. Mott welcomed everyone back for the fall term, and encouraged faculty to fill out the Convocation survey, which will be sent out later this week.
- The Common Course Numbering effort continues.
- Budgets were loaded at the same level as last year. Chairs have been asked to submit requests to their Deans for faculty hiring.
- September 30<sup>th</sup> data shows enrollment is down 6.1% and credit hours by 5.4%. Freshmen enrollment has gone up 6.3%. New transfers have gone down 19.1%. The goal for next year is a 2% growth in new students, with at least a 2% growth in Portland-Metro. Retention of new students and transfers has improved from last year, but is still below the AY 2019-2020 rate. Retention will be a focus this year.
- Peer Consulting and Supplemental Instruction has been moved under Academic Affairs, and is now hosted in Academic Advising and Retention.
  - Jennifer James and Deanne Pandozzi have already met with several departments about how to assist with students’ success.

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- The AY 2022-2023 Standing Committees document has been posted and Chairs of each committee notified.
  - The remaining TBD positions will be filled as soon as possible.
- The equity study is underway. If you have questions, please contact AVP McCreary.
- The new Wellbeing Committee will be led by Kari Lundgren and Sarah Henderson-Wong, and will include faculty, staff, and students.
- The Academic Master Plan is undergoing a final comments period, and will be posted shortly. It will be followed by an open forum later this year to discuss how to implement goals.
- Statewide Provost Council has been notified of the university's intent to offer three new MS degrees:
  - Dental Therapy
  - Biomedical Sciences
  - Natural Resources
- The Respiratory Care degree will now also be offered in Portland-Metro.
  - Vanessa Bennett asked if the intent was to expand this degree to Portland-Metro, or to move it there and out of Klamath Falls. Terri was unsure.
    - Vanessa asked Tom if he had more details. Tom was unable to answer either.
- Terri shared that she asked Dr. Mott to inform the Senate of her goals for the year, but that will have to come during next month's report. She also wants to know the Deans' goals as well.
- End of report.

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

- Terri already provided this information during the report of the Senate President, recorded above.

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

- IFS will meet over Zoom on 10/14.
- Maureen requested nominations for someone to fill Lindy Stewart's vacated position as IFS Representative. She clarified that anyone nominated *does not* have to be a current Faculty Senator. It should be someone who is interested in working statewide with legislators and faculty.

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

- FOAC has not met yet, so there is no report.

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

- Admin Council met throughout the summer to determine their goals for this year.
  - One of those goals was to improve communication. As part of this effort Becky Burkeen is starting an Admin Council newsletter, which will be emailed out and posted online.
  - Another goal was to encourage more connection on campus to help with employee retention. One thing this may result in is a new mentorship program headed up by Gaylyn Maurer.
  - Admin Council wants to continue to advocate for the completion the compensation study, as well as increasing communication between Admin Council and John Harman.
  - The fourth goal is "Congratulations." Currently, there is a monthly "kudos" award program that recognizes excellent unclassified staff across the university. Potentially, this program will be expanded this year to encompass all employees at Oregon Tech once a quarter.

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### **Adjournment**

As a closing item, Terri asked Beverly McCreary what progress we can expect on the equity student this quarter. Beverly responded that we have engaged the company who will do the study, and are currently in the process of gathering the data that the company has requested. The hope is to complete this work in the next month and a half. From there, the final report can be generated. What can and can't be included in the report is dictated to some degree by the CBA language and by Oregon equity laws. Beverly said she hopes to have a result by the end of the academic year.

Terri adjourned the meeting at 7:02pm.

Respectfully submitted,  
Ben Bunting, Secretary



# Portland-Metro

Faculty Senate 10/4/2022

Billy Kimmel

# ASOIT-PM OFFICERS



REE

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Pre-MLS

REE



# ASOIT-PM Proactive Priorities (Draft)

1. Approachability and Outreach
2. Events and Campus Presence
3. Transparency and Communication
4. Professional Development and Teambuilding
5. Student Advocacy

# Fall Term Schedule

- Executive Meetings: Fridays @ 10AM
- Parliament Meetings @ 12PM in Rm 209:
  1. October 11<sup>th</sup>
  2. November 8<sup>th</sup>
  3. December 6<sup>th</sup>
- Involvement Expo Table: October 4<sup>th</sup>
- Voter Registration Event: October 18<sup>th</sup>
- Week of Relaxation: Nov. 28<sup>th</sup> – Dec 2<sup>nd</sup>

# Working with Faculty Senate

- Sharing student concerns
- Collecting student feedback
- Inviting ASOIT to classes ([pm-asoit@groups.oit.edu](mailto:pm-asoit@groups.oit.edu))