

Oregon TECH

FACULTY SENATE

Minutes

November 1, 2016, 6:05 PM, Mt. McLoughlin Room, College Union

Attendance/Quorum

President David Thaemert called the meeting to order at 6:05 pm. All senators or alternates were present except for Eklas Hossain, ETM and Erin Ferrara, Administrative Council. A quorum was determined.

Approval of Minutes

Motion was made by Terri Torres to approve the minutes of the October 4, 2016 meeting. Motion was seconded and passed. Minutes of the October 4, 2016 meeting were approved as written.

Reports of Officers

Report of the President – David Thaemert

- President Thaemert stated that there has been clarification on previous Faculty Senate approved minutes dating April 5, 2016. There were clarification questions from interim President, Jay Kenton and the new Vice President of Finance and Administration, Brian Fox regarding passage of “Essential Studies Programs, Pathways and Levels of Achievement” discussed at that meeting. Mark Clark moved that the amendment be approved, motion was seconded. As there was no discussion, motion was approved with no abstentions nor opposition.
- He then highlighted the President’s Council meeting held October 27, 2016. Action was taken on several policies. David presented, for Faculty Senate, OIT-20-035, Post Tenure Review and OIT-20-030, Indefinite Tenure. The new VP of Finance and Administration questioned why incremental raises were being paid on successful post-tenure reviews and why are the raises fixed and can the university sustain these raises. David stated that the policy currently in place does specify these incremental raises. Until the policy is changed, they will continue. Both measures were passed.
- Ron McCutcheon, HR Consultant presented at President’s Council the following:
OIT-20-031, Academic Rank and Tenure for Unclassified Administrators, OIT-20-043, Performance Appraisal for Unclassified Administrators, OIT-22-055, Consensual Relations Leading to Conflicts of Interest and OIT-29-030, Leave for Victims, all of which were passed. Also OIT-020-031, Academic Rank and Tenure for Unclassified Administrators was updated. The changes were cosmetic, changing “OIT” to “Oregon Tech” and changing “school” to “college”. There is one individual in this category, so the changes were made and passed to update this policy. The changes to OIT-29-030, Leave for Victims is an interim policy adoption. More changes will be made in the future such as adding Jury Duty, FMLA, etc. to the covered absences.
- Tabled policies included OIT-20-045, Timely Notice for Unclassified Administrators; OIT-20-XXX, Background and Criminal Records Check; OIT-580-022-0045, Proscribed Conduct; OIT-xx-xxx, Vacation Leave; Inclement Weather; OIT-30-006, Posting Policy; OIT-60-030, Private Air Travel; OIT-30-005, Computing Facilities Use; and OIT-30-007, Information Security Manual. One policy, Sabbatical leave Application was just given for information purposes only and may be included in the leave policy in the future.
- One policy was rescinded, OIT-30-020, Catering. This policy stated that there would be catering services on campus.
- The Presidential search has yielded one on-site visit. Yesterday, October 31, 2016, Dr. Nagi Naganathan visited the Klamath Falls campus and will visit Wilsonville tomorrow. The second candidate will visit the Klamath Falls campus next Monday, November 7, 2016 and the Wilsonville campus the following day. For privacy concerns, the name of the second candidate is not being disclosed at this time. There were several questions regarding selection. David stated that the Search Committee narrowed the field to four candidates following the airport interviews. Of the four, two have since dropped out due to circumstances surrounding their current positions and their institutions. The committee is asking for feedback from everyone, either by written statement or oral communication. Feedback may be given to a member of the Search Committee or the Board Secretary, Sandra Fox. The Search Committee includes David Thaemert, Sophie Nathenson, Wangping Sun and Ruth Young.

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They will meet November 10 to make a recommendation to the Board. The Board hopes to name the new President of OIT on November 15, 2016.

Report of the Vice President – Hugh Jarrard

Hugh reported that his comments tonight concern the upcoming election of an Interinstitutional Faculty Senate (IFS) representative. The term of the current IFS representative, Ryan Madden, expires in December 2016. Hugh stated that the Elections Committee is seeking nominations from the faculty at large. They are planning to make a formal call for nominations with a job description for the IFS position and a list of commitments the position includes. These will be sent to all faculty soliciting nominations for the position. He stated that the ideal candidate would be one who:

- Is tenured within their department and/or has experience on Faculty Senate and/or has similar exposure to issues of faculty concern through participation in Academic Council, Fiscal Operations Advisory or other committees.
- Is committed to actively relaying IFS proceedings.
- Is willing to represent IFS and OIT and fulfill the commitments.

He stated they are planning to use Qualtrics for the nominations and elections. The committee plans to call for nominations until the deadline for the December Faculty Senate agenda deadline. The committee hopes to seat the new representative at the January 2017 Faculty Senate meeting.

Reports of Standing Committees

Faculty Rank Promotion & Tenure (RPT) – Ken Usher

Ken stated the committee is working on their charges. He asked Senate members for feedback on the issue of teaching faculty with less than a Master's degree. The committee's question is: "Should faculty who do not have a Master's or Doctorate be eligible for promotion between Instructor ranks, particularly from Instructor I to Instructor II?" Currently, this is most relevant in the allied health departments—Medical Imaging Technology, Dental Hygiene, Medical Lab Science, Respiratory Care and Paramedic.

Often, a Bachelor's is the terminal degree for allied health professionals, which raised the question if a person can substitute practical experience in lieu of academic credentials. Dean Maupin stated that currently there is no requirement of attainment of a Master's degree in the new hire contracts. Discussion followed on the merits of having higher degrees for teaching faculty. Also mentioned was the statement that currently higher degrees are required at the Community College level. The base question is whether advancement is or should be dependent upon holding an advanced degree. It was argued that some departments may need to be delineated where a Master's or Ph.D. is not a requirement. Others stated that flexibility is needed. Some fields have extensive certification and licensing requirements including annual continuing education though they do not lead to a Master's or Ph.D. Ken stated that with the comments this evening, the committee should have plenty to consider regarding this issue.

Faculty Welfare – Yasha Rohwer

Yasha stated that the committee met with SenEx and obtained additional information on their second charge addressing faculty workload. The committee is planning to gather input from Department Chairs to determine how they conceive the current guidelines of work load. Deans Maupin and Neupert are currently working on this with the Department Chairs. He stated that half of the committee is working on the first charge, to make recommendation to the addition of deadlines to the Fair Committee Assignment Whitepaper; this Whitepaper is posted on the Faculty Senate website. The other half of the committee is working on the second charge stated above, faculty workload. Simultaneously the committee is addressing the third charge, Faculty Senate Charter as it relates to Senate committee chair assignment. They hope to work on the inconsistencies of the current process.

Academic Standards – Richard Carson for Chris Caster

- The committee will have its first meeting on Tuesday, November 8, 2016. This meeting will focus mainly on the Committee's well-defined second charge, "Clarify the OIT policy for withdrawals from a course and determine how to ensure that such policy is being consistently followed by all departments and offices across the university."

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- They have a meeting on November 18, 2016, scheduled with Dean Maupin, Erica Veth, Chris Castor, David Thiemert and other potential stakeholders to discuss the need for possible oversight by the Academic Standards Committee regarding the Online Learning granting of credit as allowed through “Competency Based Pathways” (which is recognized by the Northwest Commission on Colleges and Universities).
- Chris Castor is working with Sandra Bailey and the GEAC (General Education Advisory Council) to determine the parameters for the third charge, “Make recommendations regarding transcript documentation of a student’s Essential Studies Synthesis Experience (ESSE) with descriptor providing detail.”

Faculty Compensation (FCC) – Sharon Beaudry

Sharon stated that the consulting firm of MGT America is making good progress on their compensation study report. Once the study is completed, a plan needs to be developed to roll out the results as well as fund any resulting adjustments. MGT has been contracted to present their findings on campus. Sharon also stated that she has talked with Dean Neupert regarding Department Chairs and compensation. There will be more research done regarding this issue.

Reports of Special or Ad Hoc Committee

None.

Unfinished Business

None.

New Business

Barbara Neal, Director of Sponsored Projects & Grants spoke about the proposed OIT-23-075, “Financial Conflict of Interest Policy (FCOI)” This policy has been revised, she attended the Faculty Senate meeting to explain the revisions and request adoption of these recommended changes.

- Ms. Neal gave an overview regarding revisions by the Office of Management and Budget (OMB) super circular 2015 guidelines. These revised guidelines became effective December 2015. The revision came about due to many universities not being in compliance with these federal guidelines on OMB Circular A-133.
 - a. The reason for these revisions are to ensure that non-Federal entities have strong policies preventing organizational financial conflicts of interest, which will be used to protect the integrity of procurements under federal awards and sub-awards. The effect of non-compliance can and has been the request for refund of grant monies.
- This policy is a requirement for Oregon Tech to be in compliance with regulations regarding federally funded projects. The policy provides for disclosure by all University personnel who are working on sponsored projects to disclose financial conflicts of interest with those projects and to complete Form 1, including the training, regarding the federal regulations on financial conflicts of interest or Form 2 the disclosure of information. The policy also serves as a “best practice” for industry partners. The policy also discloses Financial Conflict of Interest and provides transparency at Oregon Tech to federal agencies/auditors.
- When to disclose: If anyone is working with an agency be it Federal, State, or Industry on a grant/contract and does subsequent work for that agency or similar type work elsewhere, this needs to be disclosed. This will result in avoiding the appearance of a financial conflict of interest. The best approach is to fully disclose any possible financial conflicts to Barbara/ Sponsored Projects & Grants Office. This is so the University can provide a contingency plan that would mitigate risks to the extent reasonable.

Mark Clark moved to accept the revised OIT-23-075 policy. Motion was seconded. Discussion followed addressing how administration adopted the revisions August 2016. Motion was approved with one abstention and no opposition.

Open Floor Period

Aja Bettencourt-McCarthy stated that the first workshop for Excellence in Teaching will be in January 2017. The workshop will be open to any educator. These workshops are geared to help all faculty with local professional development. A variety of topics will be covered.

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Mark Clark explained a procedural item under Robert's Rules of Order. He explained that when voting, an abstention is when the voter has a conflict of interest with the topic being voted on. If someone does not have an opinion or has not decided, they should not vote. The abstention is for excluding oneself from a vote due to a conflict of interest.

Report of the Provost – given by Dean LeAnn Maupin

- Dean Maupin stated that Provost Leadership Team (PLT) updates will be shared weekly with the University community.
- The Strategic Planning Committee met yesterday, October 31, 2016 and reviewed compensation against the rubrics that was drafted during the fall 2016 Department Chair retreat. They will meet again on Friday, November 4, 2016, to prioritize hiring and equipment needs for next year. Specific plans will not be made until after the November state elections. At that point they will work with Brian Fox, VP of Finance and Accounting. She said regardless of the election and the outcome of Measure 97, they do expect to do some hiring and replacement of equipment.
- She gave clarification regarding the COLA discussed by Brian Fox at the October 4, 2016 meeting. She stated that the COLA is 4% and is based on enrollment figures. The enrollment period ended Friday, October 28, 2016; the figures are not yet finalized. The data will be analyzed shortly as the results must be reported to the State of Oregon by November 15, 2016. If enrollment does not meet expectations, the 4% COLA may be adjusted accordingly. The COLA will not be retroactive.

Report of the President's Council Delegate – David Thaumert

David stated that this report was incorporated into his President's report.

Report of the Association of Oregon Faculty (AOF) Representative – Christian Vukasovich

He stated he nothing to report other than the committee will meet at the end of ~~November~~ *December*.

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

Mark stated that most of the report was given earlier during the Vice President's report. Mark did state that he will be taking family leave (FMLA) during winter term 2017. He will need an alternate to serve as the IFS representative. Also, he recently became the IFS Secretary, therefore his alternate will be asked to fulfil these duties as well - if the alternate is unable to do so, IFS will elect a different secretary. He stated that IFS is currently transitioning from being personality driven to rule governed. Much of this transition is due to the changing of the individuals involved in IFS leadership. IFS is working on building relationships with Higher Education Coordinating Commission (HECC). He is enthusiastic, as are all the IFS officers; they are committed to transitioning organizational style, the officers, and now have representation on at least two HECC standing committees. He stated that IFS representation must possess a broad understanding of Oregon Tech and HECC workings. They meet four times per year and have 5 addition meetings via phone conference. He asked that everyone consider running for the IFS seat.

Report of the Fiscal Operations Advisory Council (FOAC) Representative – Hugh Jarrard

Hugh stated that he had no report other than the committee will meet for the first time Friday, November 4, 2016.

Report of the Administrative Council Delegate – Leanne Reed

Leanne stated that they have met once so far this year. They are reaching out and would like to include staff and are also working on training topics.

Report of the ASOIT Representative – Gaius Nikola

Gaius highlighted areas of current concern of students. These concerns include the parking shortage due to current sharing of parking with Sky Lakes Medical Center. He stated that numerous students have received parking tickets for parking in the only available spots which are considered illegal parking spaces. He stated that this weekend is "Bonfire Weekend" on campus. He also voiced that students continue to express a desire for the bistro to reopen in the DOW Building. On this issue, he stated that ASOIT will solicit emails from anyone concerned to see if the bistro can be reopened.

Finally, he expressed his wish to re-start a Student Senate, like Oregon Tech used to have. He has researched the Student Senate and found it just “disappeared” sometime in the early 1990’s. He would like to reach out to the student body in Wilsonville to have student representation from both campuses. Gaius stated that ASOIT is sending out a survey and planning a student forum to gather input regarding the formation of a Student Senate.

Adjournment

Motion and second to adjourn; motion carried and the meeting adjourned at 7:52 pm.

Respectfully submitted,
Don McDonnell, Secretary
/jp