

Standing Committees, Commissions, and Councils 2021-22

Revised 10/15/21

Preamble

Education requires the oversight and management of a multitude of tasks and assignments. Shared governance at an educational institution offers the opportunity for faculty and staff to assist administrators with those tasks by providing input, recommending outcomes, and participating in operational decisions. In addition to committees appointed directly by the Faculty Senate and *ad hoc* committees created for special purposes, the Oregon Institute of Technology recognizes a number of standing committees, commissions, and councils that provide continuous support for institutional or academic leadership. Each assembly reports to one of the University's Vice Presidents or to the President. These administrators recommend membership and service on the committees reporting to them to the President for approval. Recommendations for membership and service on the committees reporting to Faculty Senate are made to the President of the Faculty Senate for approval. Oregon Tech is committed to diversity, equity, and inclusion in committee representation.

Two types of committee appointments are recognized:

- Appointment to a committee because of job title or position (e.g., Vice Provost on President's Council).
- Appointment for a rotating term.

The term of service varies according to appointment type:

- Committee members appointed because of job title or position typically serve while holding the position, dependent on the purpose for the position to serve on the committee.
- Student appointments serve for one-year renewable terms.
- Committee members appointed for rotating terms typically serve three years, unless otherwise specified within the committee description.
- Committee members appointed for rotating terms in elected positions (e.g., Faculty Senate) serve according to their elected term within the assembly.
- Members may be reappointed for an additional three-year term (six years total), but it is the intention of this process to encourage broad participation and to allow faculty and staff to bring fresh perspectives and skills to their committee assignments. This is deemed especially critical for high profile assignments that impact promotion and tenure decisions. Members can be reappointed after a term off the committee.
- Appointed members have staggered terms so that some membership continuity is present.

Individuals can request consideration for membership on a particular committee at any time by petitioning the Provost or President of the Faculty Senate, for the committees reporting to administrators and Faculty Senate, respectively. The Office of the Provost will affirm membership and notify appointees for the succeeding academic year before the start of the fall term.

The academic community recognizes the importance of committee assignments and the role it plays in shared governance. However, committees that are unwieldy in size often have difficulty in meeting

or reaching a quorum. Members who are regularly absent can be removed from a committee, at the request of the committee Chair, to the appropriate reporting Vice President. Likewise, a Chair who is deemed inefficient and unable to organize committee business can be removed at the request of committee members, to the appropriate reporting Vice President. Assignment to a committee should be regarded as a privilege and responsibility.

Fiscal Operations Advisory Council

The Fiscal Operations Advisory Council (FOAC) is a joint council of faculty, administrative staff, and students for the purpose of advising the President on budget and financial matters. FOAC will participate in the general operating fund budget planning process; review the call for budget development from the President; and recommend fiscal management priorities to align with the strategic goals of Oregon Tech considering both the long-range fiscal priorities and budget planning as well as immediate fiscal and budgetary issues. FOAC will review the institution’s annual budget and advise the President on the development of new budget initiatives. As needed, FOAC will review and advise on the format for reporting the annual budget to the campus community. The Council will function as an integral group in strategic planning activities, with a university-wide perspective.

Members of FOAC include the Provost; the Vice Presidents for Finance and Administration, and Student Affairs; the Vice Provost for Research and Academic Affairs; three committee members selected from the University staff and administration appointed by the President; a member of the Faculty Senate Executive Committee appointed by the Faculty Senate President; a representative of Administrative Council appointed by the president of Administrative Council; a representative of the Budget and Resource Planning office appointed by the Vice President for Finance and Administration; the ASOIT President(s) (or designees); and four senior faculty members appointed jointly by the President and the Faculty Senate President. The Faculty Senate President will advance at least six names annually to the President for consideration. The chair is appointed by the President.

| Position | Term | Name | Department/Division |
|---------------------------|-------------|----------------|-----------------------------|
| Chair | 2021-24 | Don DaSaro | Business Management |
| Provost | 2021-22 | Joanna Mott | Academic Affairs |
| Vice President | 2021-22 | John Harman | Finance and Administration |
| Vice President | 2021-22 | Erin Foley | Student Affairs |
| Vice Provost | 2021-22 | Abdy Afjeh | Research/Academic Affairs |
| Admin. Council Rep. | 2021-22 | TBD | |
| Budget/Planning Rep. | 2021-24 | Anna Clark | Budget Office |
| Senate Executive Rep. | 2021-22 | TBD | Faculty Senate |
| Univ. Admin./Staff Rep. 1 | 2020-23 | Connie Atchley | Information Technology |
| Univ. Admin./Staff Rep. 2 | 2020-23 | Ken Sartain | Academic Affairs |
| Univ. Admin./Staff Rep. 3 | 2021-24 | Mandi Clark | Housing and Residence Life |
| Faculty 1 | 2021-24 | Ryan Brown | Medical Laboratory Science |
| Faculty 2 | 2019-22 | Todd Breedlove | Computer Systems Eng. Tech. |
| Faculty 3 | 2020-23 | Mason Terry | Elec. Eng./Renewable Energy |
| Faculty 4 | 2021-24 | Dibyajyoti Deb | Applied Mathematics |
| ASOIT President, KF | 2020-21 | Brie Landis | |
| ASOIT President, PM | 2020-21 | Jack Zoucha | |