

## OREGON INSTITUTE OF TECHNOLOGY

Faculty Administrator Meeting  
2 p.m. Tuesday, October 13, 2015

### ANNOUNCEMENTS AND COMMUNICATIONS

#### *Security and Safety Update – Erin Foley*

Erin Foley had three points regarding security and safety:

1. A position has been approved for the Director of Emergency Management and Environmental Health and Safety. A search committee has been formed to fill the position by January.
2. 46 people attended active shooter training in Klamath Falls. More sessions are scheduled for both campuses. Campus safety is available to review departments and offices on campus for specific options during an active shooter event.
3. An external review has been started for each campus in regards to safety and response times.

**Question:** Who will the new emergency management director report to?

**Answer:** For the time being, he/she will report to Erin.

**Q:** Will they eventually have a staff?

**A:** The environmental health and safety secretary will report to them immediately, with others possible in the future.

**Q:** Will the new position be responsible to decide how campus safety will be armed?

**A:** No, that issue will be dealt with at a state level first.

**Q:** What are the rights and/or responsibilities of faculty and staff if they suspect a student is carrying a concealed weapon?

**A:** If the weapon is visible, treat it as a threat and call campus safety. If you only suspect, discuss your reasons with Erin.

#### *Faculty Senate Update – Robyn Cole*

Robyn Cole began by thanking IT on behalf of the Faculty Senate for all their work at the beginning of the term. Some initial discussion with the Oregon Tech Board of Trustees regarding faculty salaries and transparency took place the previous week. She encouraged faculty to ask the board questions and keep themselves informed about the board via the website. Other Faculty Senate and committee charges include the following:

- Search for an Inter-Institutional Faculty Senate representative

- Review and update policies that reference the old OARs
- Possible use of security cameras in strategic locations
- Faculty workload policy
- List of positive and negative concerns for the Oregon Tech Board of Trustees
- General education standards
- FCC committee is generating a five-year plan for pay raises. Robyn asked the Oregon Tech Board of Trustees for information regarding their plan for faculty pay raises
- Ad hoc Committee reviewing tenure tracks

***Wilsonville Update – Laura McKinney***

Laura McKinney introduced herself and gave a brief background on her career prior to arriving at Oregon Tech. Laura is committed to coming to Klamath Falls every six weeks, so she encouraged the Wilsonville staff to contact her if they need anything from Klamath Falls. Laura asked everyone to consider two questions and to send her a response via email: 1) What is the greatest opportunity for Oregon Tech in the following ten years, and how does Wilsonville fit into that? 2) What advice do you have for working with faculty?

Highlights from Wilsonville:

- Sale of the Harmony Campus
- Increase in ETIC funding allocation by 100%
- Two grants – Murdock and Northwest Collaboration
- Master’s degree in Engineering
- Wilsonville enrollment is up as well

**Q:** Are there plans to purchase more real estate in Wilsonville?

**A:** Yes, but unclear on specifics at this time.

***Development Update – Tracy Ricketts***

Tracy Ricketts briefly reviewed changes in staff in the Development Office:

Nick Jernberg, Alumni Relations  
 Rachel Hubbard, Grant Development  
 Katie Cavendish, Executive Assistant  
 Leticia Hill, Program Representative  
 Benji Henslee, Program Management

Development helps support the mission of Oregon Tech through donations that can be used for short term and long-term endowments. Tracy listed the various types of projects that the office works on throughout the year to accomplish that goal. She encouraged faculty to contact the office if they have ideas for alumni stories, gift ideas, or department updates.

Last year, the office processed roughly \$2 million, of which \$800,000 was a pledge payment for the Center for Health Professions. Approximately \$900,000 was used for scholarships, student projects, and other endowments. Alumni participation was 4.4% with faculty and staff participation at 23%. Goals for the coming year include \$1.4 million in fundraising, 5% alumni participation with 5% faculty and staff participation.

**Q:** What kind of growth have we had in the endowments?

**A:** There have been additions to endowments and investment growth. The net assets of the foundation have increased from \$16 million to \$20 million, which is roughly a 10% growth rate.

**Q:** If someone is working with Public Outreach on stories, do they need to contact Development separately?

**A:** No, that is not necessary.

### ***Board of Trustees Meeting Summary – Sandra Fox***

The video of the last Board of Trustees meeting is available on the website. Highlights from the meeting include:

- Two new members – Bill Goloski (replacing Dana Henry) and Jill Mason
- Gary Johnson has resigned and there is an at-large position open
- New policy for recommending a new member to the governor
- The next board meeting is scheduled for February in Wilsonville

**Q:** Is there another time that would work for the meet-and-greet with the board besides 7:30 am?

**A:** It could vary depending on the schedule for the meeting.

### ***General Education Review Taskforce Update – CJ Riley***

The General Education Review Taskforce is meeting with the Essential Student Learning Objectives Committee on Friday and will present findings at the mapping workshop in Owens Hall 216 and Wilsonville 209, on Friday, October 30 from 3-5. The workshop will let faculty map their programs and curriculums with the new model.

**Q:** What are the basic assumptions of the new model?

**A:** The new model is developmental in nature. The goal is to map how foundational coursework moves to practical coursework, in both general education and program education, as well as capstone level work standards. All discussion is related to the six Essential Student Learning Outcomes, which are published on the website. For further information, please contact any of the Taskforce members. The more faculty are present at the mapping workshop, the more effective the resultant model will be.

**Q:** Is this process in the Academic Master Plan?

A: It is an item in the plan, but not much detail is present. We believe this process supports the goals of the plan.

Q: Do you have a website?

A: There is a link to the website on the Provost's webpage.

***United Way – Don McDonnell***

The United Way campaign will launch the first week of November. This year's goal is to increase faculty and staff participation from 2.6%, which was only 9 individuals. All money raised stays local.

Q: How does Wilsonville giving fit?

A: I believe Wilsonville giving would stay in the Wilsonville area.

***Benefits Fair and Open Enrollment Information – Vicki***

Open enrollment is available through October 31 and it is mandatory. There are no significant changes from previous years.

There are new vendors coming to the Benefits Fair this year and flu shots will be offered again. There is a possibility of hosting a fair at Wilsonville next year.

Q: When is the fair?

A: October 15, 10 – 2.

***Announcements – Erin Foley***

Haunted House at the Residence Hall needs donations, either candy or money.

Q: Do you have a preference for candy or money?

A: No preference.

Meeting adjourned: 2:52 pm

Respectfully submitted,

Marilyn Dyrud