

FACULTY SENATE MINUTES
May 7, 2013

President Dan Peterson called the meeting to order at 6:00 p.m. All senators or alternates were present. A quorum was determined.

Approval of Minutes

The minutes of the April 2, 2013 meeting were approved as presented.

REPORT OF OFFICERS

Report of the President – D. Peterson –

- Faculty Compensation: Senex has visited and talked with the various departments on campus, except HSS and the library, concerning faculty salary and faculty compensation. Senex has proposed the amount of \$1,033,168 to FOAC. During discussions with the departments, the two main items discussed were the salary/compensation number and faculty priorities. The two main priorities brought up by faculty were:
 1. concern for market adjustments, and
 2. concern for across-the-board raises instead of COLA.

- Strategic Plan: Dan had the following Oregon Tech 2025 Strategic Plan emailed to all senators.

OREGON TECH 2025

VISION, MISSION, CORE THEMES, STRATEGIC GOALS, AND SUPPORTING STRATEGIES & INITIATIVES

Preamble: Oregon Institute of Technology undertook a strategic review and update of its current strategic plan (OIT 2017) during the latter third of the 2011–2012 academic year. This document, *Oregon Tech 2025: Vision, Mission, Core Themes, Strategic Goals, and Supporting Initiatives*, is the result of that strategic review. The process followed, groups and individuals involved, and timeline are documented in the Appendix.

Vision: Oregon Institute of Technology will be the university of choice for students who want an active, relevant, hands-on education where they can learn and use problem-solving and critical-thinking skills; and who also have the desire to shape their own career paths, especially in high-tech and health-professional careers.

- Oregon Institute of Technology will grow and be recognized as an outstanding university in Oregon, the Northwest region, and nationally.
- Educate graduates who excel in the technological workplace.
- We will be known for our commitment to applied research, the preparation of "world-ready" graduates, and partnerships that ensure relevant, high-quality programs.
- We will be a leader in economic development by educating students who are prepared to enter the modern workforce and/or further their education.

Mission: Oregon Institute of Technology, a member of the Oregon University System, offers innovative and rigorous applied-degree programs in the areas of engineering, engineering technologies, health technologies, management, and the arts and sciences. To foster student and graduate success, the university provides an intimate, hands-on learning environment, focusing on application of theory to practice. Oregon Tech offers statewide educational opportunities for the emerging needs of Oregon's citizens, and provides information and technical expertise to state, national, and international constituents.

Core Themes:

- Applied Degree Programs
- Student and Graduate Success
- Statewide Educational Opportunities
- Public Service

Strategic Goals

Overall Rationale: Each of the strategic goals below emerged from university-wide discussions based on the current Oregon Institute of Technology strategic plan (OIT 2017) and the following guiding principles that result from Oregon Tech being a public university in Oregon:

- 1) As a public university, we have an obligation to grow to meet the needs of the State of Oregon as its population grows over time.
- 2) As a public university, we have an obligation for our student, staff, and faculty demographics to reflect the demographics of Oregon, and to change over time as Oregon's demographics change.

- 3) Given that the State of Oregon has implemented “40-40-20”—a plan in which 40% of the state’s population will have at least a bachelor’s degree, 40% will have a certificate or associate’s degree, and the remaining 20% will have at least a high-school diploma or equivalent by 2025—Oregon Tech must demonstrate that we are doing our part to help the State of Oregon meet those obligations.
- 4) Oregon Tech has a clearly defined statewide mission and responsibility as the singular polytechnic university in Oregon.

In addition to the overall rationale for Oregon Tech 2025, each strategic goal is supported by its own rationale as well as its own strategies/objectives.

OREGON TECH’S STRATEGIC GOALS

Student Success

Deliver personalized educational experiences that provide students with the technical, critical-thinking, and communication skills they need to succeed in their chosen field.

Student Success Rationale:

As Oregon’s public polytechnic university, Oregon Tech has an obligation to the citizens of Oregon to educate Oregonians for successful high-wage technical and health-professional careers in a timely manner with as little cost to the students as possible, yet maintain the high-quality, hands-on, undergraduate-focused education that has become the hallmark of Oregon Tech.

Strategies and Objectives:

Oregon Tech will continue to emphasize the applied, real-world focus of our programs, and enhance student and post-graduate success by enhancing the quality and number of student internships and externships.

Oregon Tech will introduce new majors, minors, and certificates, as well as update or phase out old majors, minors, and certificates, as the high-tech and health-care industries change in order to continue our focus on student and graduate success.

Oregon Tech will enhance student and graduate success by increasing the number of pathways to and options for relevant and applied degrees and certificates, including offering more sophomore- and junior-year options for changes in majors with little to no need for additional coursework.

Oregon Tech will increasingly offer majors, minors, and certificates in an “anytime, anywhere” format through various means (co-located campuses, online offerings, etc.) for students to use their time more efficiently in order to achieve their degrees in a more timely manner.

Oregon Tech will increase the number and variety of dual-enrollment, transfer, prior-credit, and other credit-counting opportunities for students to shorten their time to degree completion and decrease their overall cost of attendance.

Oregon Tech will continue to keep the in-class student-to-faculty ratio as low as possible to maximize the quality of learning, the overall undergraduate experience, and student retention on our campuses.

Oregon Tech will continue to build and enhance student-life opportunities on our campuses, and focus on building and enhancing a deeper, more meaningful tie between the university and all of our students, irrespective of where they are or how they are enrolled (i.e., enhance school spirit).

Oregon Tech will expand collaborations with community colleges and pre-college school districts throughout Oregon to better prepare students for the lucrative STEM (Science, Technology, Engineering, and Math) degrees that form the core of a polytechnic university.

Faculty and Staff Success

Attract and retain first-rate faculty and staff that are actively engaged in globally competitive education and the application of industry research in classrooms and university operations.

Faculty and Staff Success Rationale:

Through the strength of shared governance, the core of a university lies with its faculty and staff. Faculty and staff conduct the day-to-day business of the university, and are responsible for helping students achieve success through on-time graduation with appropriate preparation for their post-graduate careers. Faculty and staff must be supported to the fullest extent possible by the university so that all are engaged in the overall university direction, quality, and goals. Retention of high-quality faculty and staff serves to build an increasingly high-quality university through time.

Strategies and Objectives:

Provide different opportunity tracks for faculty and staff to become part of Oregon Tech and remain with us, including: (1) different faculty tracks that emphasize teaching and research (e.g., lecturers, instructors, research faculty, clinical faculty, etc.); (2) different hiring tracks that allow for a range of employment percentage (e.g., part-time faculty, adjunct faculty, two or more faculty members sharing a single faculty line, etc.); and (3) flexible work schedules and locations (e.g., differential loads in different years or terms; including summer as one of three terms taught, with either fall, winter, or spring off; etc.), to the extent allowable.

Provide additional opportunities for professional development for both faculty and staff.

Provide competitive compensation packages for faculty and staff, as well as a welcoming, open, work environment.

Facilitate more effective use of faculty and staff, including: (1) faculty and staff exchanges, (2) staff and faculty shared among two or more institutions, and (3) other opportunities for faculty and staff to enhance their quality of experience.

Provide additional support for faculty and staff achievements, including: (1) funding for mission support, (2) funding for professional-development opportunities, (3) group opportunities, and (4) recognition and celebration of individual and group achievements.

Career-focused Education with Integrity to Enhance Oregon's Economy

Build Oregon's competitive strength, market advantage, and industries by preparing new generations of high-tech and allied-health professionals.

Career-focused Education with Integrity to Enhance Oregon's Economy Rationale:

Oregon Tech has risen to prominence in Oregon through its focus on real-world, problem-solving, career-focused education, and its reputation for producing students who are ready for post-graduate careers or additional post-graduate education. Oregon Tech graduates will continue to achieve the long-term value-added component to their undergraduate educational experience, and will contribute to the State of Oregon's economy.

Strategies and Objectives:

Develop a university-wide Academic Master Plan that is reviewed on an annual basis in order to keep current with employers' needs and requirements of accrediting groups and professional organizations.

Build upon our rigorous, practical, and supportive educational environment at Oregon Tech in order to impart these same qualities to our students and alumni.

Partner with Oregon businesses, chambers of commerce, hospitals, and other entities to increase internships, externships, and career opportunities in order to enhance retention of Oregon Tech graduates within the State of Oregon.

Recognizing that long-term career success is linked inextricably with work ethic and integrity, Oregon Tech will teach and exemplify those traits in our day-to-day conduct of business.

Diversity

Improve educational access, employment opportunities, and the university environment for diverse and historically underserved populations.

Diversity Rationale:

With diversity comes additional quality and perspective for students, faculty, staff, and the surrounding community. In addition, the changing demographics of the US require us as a public university to provide a means for access to the entire population, not just a subset of that population. It is also contingent upon universities to have diverse faculty and staff in order to relate more closely with a diverse student population.

Strategies and Objectives:

Grow and expand Oregon Tech's urban and suburban presence along the I-5 corridor between Portland and Salem.

Provide an added focus on rural needs, issues, and degrees at Oregon Tech's Klamath Falls campus, as well as additional co-location opportunities and online offerings.

Recruit and retain underrepresented groups of students, faculty, and staff, as well as increase Oregon Tech's use of diverse contractors.

Increase Oregon Tech's international profile, including recruiting and retaining international students, faculty, and staff.

Work on methods to recruit, retain, and remove barriers for non-traditional students, faculty, and staff, including veterans; single parents; married students, staff, and faculty; and others with non-traditional circumstances.

Sustainability

Embrace and live the sustainability movement in higher education in the areas of university operations, academics, and community involvement.

Sustainability Rationale:

As a polytechnic university that emphasizes both long- and short-term solutions to real-world problems, sustainability is a common thread in everything we do, whether in the classroom, our own facilities, in the communities where we live, or globally. Oregon Tech must be the embodiment of the sustainability to the fullest extent possible.

Strategies and Objectives:

Oregon Tech will become as energy self-sufficient as possible.

Connect with the surrounding communities for enhanced social and technical networking and strategic sustainable problem-solving solutions to local problems.

Conduct teaching, service, and applied research with an ethical approach and environmentally aware consciousness.

Help provide low-cost, sustainable solutions to real-world problems for the broadest range of people possible.

Financial Success

Manage university fiscal and physical resources to sustain and enhance financial viability.

Financial Success Rationale:

As Oregon's public polytechnic university, Oregon Tech has both an obligation and challenge to achieve financial viability in the face of changing economic conditions. With decreasing state support and increasing tuition, Oregon Tech's financial future must be one that is more stable, more predictable, and less volatile if we are going to continue to attract and retain the high-quality faculty and staff in order to offer the high-quality, hands-on programs on which we have built our reputation.

Strategies and Objectives:

Oregon Tech will focus on growing the Oregon Tech Foundation's endowment to a level where it is concomitant with a private university (approximately 10x its current value) over the next decade. Oregon Tech will be able to build on the success of our graduates as well as the success of our athletic programs to attract endowment support from alumni and non-alumni alike.

Oregon Tech will expand development objectives and responsibilities to include focus at the college, department, and program levels, in order to broaden university commitment to fundraising goals while simultaneously focusing our fundraising commitment and efforts.

Engage alumni and supporters to build pride, involvement, and financial investment in the university.

Oregon Tech will grow, but must continue to maintain the intimate, hands-on experience that has been so crucial to our success. To accomplish this, we will focus on student growth in four key areas: (1) the Klamath Falls campus; (2) the Wilsonville campus; (3) co-located campuses and programs (e.g., Chemeketa CC, ODS/EOU, Seattle); and (4) online and related offerings. By enhancing and expanding all four areas of growth, Oregon Tech can double or triple our current overall enrollment to 8,000–12,000 students, yet maintain our small-university, hands-on culture and high-quality learning environment. This level of student enrollment will increase the number of graduates and alumni, and help stabilize finances for the university through both tuition and development.

Explore innovative cost-savings opportunities through shared services, short-term contracts, part-time employment, and non-traditional partnerships with local communities.

Continue to refine and implement a logical enrollment-management strategy for Oregon Tech that (1) strikes an appropriate balance of Oregon resident and non-resident students, (2) increases graduation rate, (3) increases retention, and (4) provides a clear value-added component for the high-cost programs offered by Oregon Tech (i.e., has an extremely positive Return on Investment [ROI] for students).

Focus on getting Oregon Tech's name, reputation, and successes to a broader audience through development of a university-wide Marketing Master Plan that is reviewed and updated regularly.

Develop a university-wide Facilities Master Plan that is reviewed on a regular basis.

President Maples plans to modify the plan draft after hearing from faculty.

- Update on SB 270: This bill will likely be altered in the future. At this time it allows the three largest universities to each have their own Board, and includes a process for the smaller institutions to get Boards if they choose to do so. The State Board of Higher Education will continue to act as the governing Board for the smaller schools. Currently, further studies are being conducted concerning shared services among the universities.
- Nominations for the upcoming Faculty Senate election are being returned.
- Two more processional graduation marshals are needed from the College of ETM.

Report of the Vice President – J. Zipay – Academic Council met on April 16th.

- Reports from the Core Academic Theme
 - * Groups are moving towards finalizing details
 - * What are changes going to be in the research area with regards to FOP, Tenure Review, Promotion Review and Post-Tenure Reviews?
 - * How will these tie into the Strategic Partnerships / OITT?
 - * What is needed for the grants?
 - * Innovation in Curriculum
 - * Finalizing the PIT team that will be driving this.
 - * Discussion on Gen Ed revitalization.
 - * Delivery of programs
 - * Some focus on Distance Ed.
 - * Establishing links between Klamath Falls and Wilsonville.
- Program / Stipend Release model has been finalized
 - * Gen Ed baseline has been increased to .75 FTE, the stipend remains at \$5000.
 - * \$50K has been added to the model.
 - * Increase in stipends and release time have a direct impact on the budget.
- Proposed Pre-Tenure Review Policy
 - * General consensus from Chairs is that this should be taken care of at the Chair level.

Provost Council met on May 7.

- * Discussion was on President Maples' Strategic Plan 2025.
 - * Is this an aspirational path? Will this try to drive OIT into what we want to become? How does this tie into the Mission? Will we keep our core themes? Our applied focus?
 - * Questions and concerns were voiced about the research graduate program.
 - * Discussion on whether or not there should be financial governance. Should there be a financial strategic plan developed?

REPORT OF THE PROVOST – B. Burda –

- General Education Review Committee has been established.
 - * From GEAC, the decision of what is considered General Education requirements rests with our university and is not mandated through OUS or other entities.
 - * GEAC's research found that the 36/45 requirement first appeared in the 1981-82 OIT Catalog under General Education Requirements, but could not locate any substantive reasons for its implementation.
 - * Membership consists of Sandra Bailey, CJ Riley, Jennie Kellstrom, Maria Lynn Kessler, Matt Search, Maureen Sevigny, Terri Torres, and Brad Burda. This is an ad hoc committee that could last for multiple years.

REPORT OF THE PRESIDENT'S COUNCIL DELEGATE – D. Peterson – No report.

NOTE: Based on feedback from last month's Senate meeting and the subject matter to be discussed, Dan moved tonight's reports from ASOIT and the Welfare Committee up on the agenda.

REPORT OF THE ASOIT DELEGATE – L. Ovgard – Michael Benedict was present as ASOIT Rep. He reported that the General Meeting was held on Monday, May 6th.

- * Work continues on ratification of the ASOIT Constitution and Bylaws.
- * Elections are under way; online voting began today.
- * Office of Non-Traditional Officer has been relocated to the second floor of the CU.

REPORTS OF STANDING COMMITTEES

Welfare Committee – T. McVay – Committee has been looking at the proposed *Smoke and Tobacco Free Campus Policy* forwarded by the OUS. Although the committee ~~presents~~presented the proposed policy for Senate consideration, they feel that the policy is extremely excessive.

**SMOKE AND TABACCO FREE CAMPUS
OIT-XX-XXX**

Oregon Tech seeks to promote the health and well-being of the entire campus community. In that spirit, as scientific evidence on the health risks of tobacco use and secondhand smoke are well documented and Per Executive Order 12-13 1. c. in which the Oregon University System is encouraged to develop policies that prohibit the use of tobacco products on campus. Oregon Tech adopts the following policy that students, staff, faculty, visitors, and all others affiliated with Oregon Tech are entitled to and will be provided a tobacco-free environment to study, work, teach, and otherwise participate in University activities.

- a. Effective Fall Term 2013, all campuses associated with Oregon Tech including the Klamath Falls campus and the Wilsonville campus, will become Tobacco-Free. This means that use of any type of tobacco is prohibited.
- b. This policy applies to students, staff, faculty, administrators, visitors, and any other individual associated with Oregon Tech.
- c. Distribution and/or promotion of tobacco products on campus will be prohibited.
- d. Smoking cessation assistance will be made available for all faculty, staff and students of Oregon Tech.

The University's expectation is that all faculty, staff, students and visitors to campus will adhere to this policy. The University understands that the success of this policy will depend on the thoughtfulness, consideration and cooperation of smokers and nonsmokers. Faculty, staff and students have a collective responsibility to promote the safety and health of the campus community and therefore share in the responsibility of enforcement. Individuals observed using tobacco are to be reminded in a professional and respectful manner of the university policy. Oregon Tech reserves the right to initiate disciplinary procedures against any individual found to be in repeated violation of this policy.

~~The Dean of Student Affairs has the authority to choose consequences for repeat student offenders. Staff and Faculty who violate the tobacco-free policy will be reported to their supervisor/ department chair, who in turn will give them a verbal warning first. If there are repeated violations, the department chair may write up a non-compliance form, which can be used in employee performance evaluations.~~

A tobacco free awareness program and implementation plan has been established to inform employees, students, and visitors of the following:

- ~~a. Existence of and content of this policy for maintaining a tobacco free campus.~~
- ~~b.a. Dangers of smoking and secondhand smoke to all those affiliated with an Oregon Tech campus.~~
- ~~e-b. Availability of tobacco cessations programs for employees and students.~~
- ~~d-c. Penalties that may be imposed for tobacco violations.~~

Resources:

- Office of the Governor, State of Oregon, Executive Order No. 12-13.
- ACHA Guidelines: Position Statement on Tobacco on College and University Campuses.
- Tobacco Policy Statement from the American Lung Association.
- Oregon College Health Association Statement in Support of Tobacco-Free College and University campuses.

Motion was made and seconded to approve the proposed policy as presented. During discussion of the policy, questions were raised concerning enforcement of this policy. The statement was made that OIT is a drug-free campus, but it is not enforced and, at times, that is an issue. The suggestion was made that

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instead of making the campus tobacco free, maybe designated smoking areas could be established away from buildings and non-smokers. Ron McCutcheon, HR Director, said that OIT was the last member of OUS to become a tobacco free campus. Michael Benedict, ASOIT Rep, suggested that an informational forum be held before the end of the academic year to inform students, faculty and staff of the change.

Motion was made and seconded to remove the punitive language from the proposed policy. Paragraph to be deleted follows.

~~The Dean of Student Affairs has the authority to choose consequences for repeat student offenders. Staff and Faculty who violate the tobacco free policy will be reported to their supervisor/ department chair, who in turn will give them a verbal warning first. If there are repeated violations, the department chair may write up a non-compliance form, which can be used in employee performance evaluations.~~

Following discussing of the proposed change, the vote was 1 opposed and the rest aye to strike the above paragraph from the policy. Motion passed to delete the paragraph from the proposed policy.

Vote to approve the proposed policy as amended was 20 yes and 3 no. Motion to approve the proposed *Smoke and Tobacco Free Campus Policy* as amended has passed. Because this proposed new policy will be considered by other committees with campus representation before it is adopted and signed by the President, senators did not feel that a faculty forum was necessary. Dan Peterson suggested to Michael Benedict that he take the Senate's comments and actions to ASOIT for their input when the policy is presented to President's Council.

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Faculty Rank Promotion and Tenure – T. Fogarty – ~~The third charge given to the committee is as follows:~~

~~3. Currently the Indefinite Tenure Selection policy requires that faculty working toward tenure be reviewed by a committee of colleagues from their department during only the year the faculty member goes up for tenure (usually the 5th year). Consider implementing a third-year departmental committee review for faculty working toward tenure. Such a review would help untenured faculty understand the perspectives of their peers about their progress toward tenure and would enable the faculty member to continue working successfully toward tenure or to take corrective action in order to meet the demands of tenure within the specific department.~~

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In response to the ~~above third charge given to the RPT Committee, change, they~~ drafted and present the ~~Committee proposes proposed~~ the following draft of a *Pre-Tenure Review Policy*.

Pre-Tenure Review
OIT-000000

The purpose of this review is to provide a formative assessment of a faculty member's progress towards meeting indefinite tenure requirements. The assessment is intended to be informational and not a guarantee of any specific outcome of an indefinite tenure review.

Performance Categories

The pre-tenure review shall focus on the following, as detailed in OAR 580-21-0135:

- Instruction
- Research accomplishments and other scholarly achievements or, where relevant, other creative and artistic achievements
- Professionally related public service through which the institution and its members render service to the public (i.e., individuals, agencies or units of business, industry, government), and institutional service including, but not limited to, contributions made toward departmental, school, or institutional governance, and service to students through student welfare activities such as individual student advising, advising with student organizations or groups, and similar activities

Individuals shall also demonstrate professional integrity and a willingness to cooperate with their colleagues in a civil and respectful manner for the best interests of the department and the institution and shall evidence potential for and commitment to continued professional growth and improvement.

Evaluation Criteria

The OIT Faculty Evaluation Policy (OIT-21-040) contains criteria for evaluating faculty in instruction, professional development, and institutional and professionally-related public service.

Procedure

All parties shall abide by the timeline set forth in this policy. However, the provost may modify the timeline if s/he determines a reasonable need to do so.

- During the ninth week of spring term prior to the review, the provost shall provide each department chair with the names of departmental faculty eligible for pre-tenure review in the following year. The chair shall notify these faculty members of the upcoming review by the end of the tenth week of spring term. Each individual shall submit a portfolio to the chair by the end of the first week of the following fall term (see portfolio guidelines).
- By the end of the fifth week of fall term, the individual's department chair shall convene a meeting with all tenured members of the department. The chair will provide a written report to the individual summarizing the feedback from the meeting by the end of the sixth week.
- The chair will meet with the individual by the end of the tenth week of the fall term to discuss the assessment and help craft a future course of action.

~~—Recommended by:
—Faculty Senate—
—President's Council—~~

~~When the members of this committee talked with their individual departments about the draft, 24 people were in favor of this policy and 11 people were against adoption. Motion was made and seconded to accept this proposed policy as presented. During discussion of the policy, most senators felt that it was unnecessary and that the issue could be addressed with better training of the Department Chairs and better mentoring of new faculty. The vote on this policy was 7 yes and the remainder no. Motion to approve was not approved; motion failed.~~

~~Tiernan explained that, except for the first paragraph of this proposed new policy, wording was taken directly from the *Tenure Policy* in force.~~

~~Motion was made and seconded to approve the proposed policy as presented. Following an extensive discussion of the proposed policy, the vote was 11 yes, 9 no and 2 abstentions.~~

~~After more discussion, Dan suggested that the proposed policy be tabled and that senators talk with their untenured faculty to obtain input from them. Tanya McVay suggested that the charge be rephrased for the Committee. The policy will be brought back to Senate at the next meeting.~~

Academic Standards – J. Ballard – No report

Faculty Compensation – D. Thaemert – The Committee has provided a model and feedback to Senex for use in their discussions on compensation with FOAC and the Administration.

REPORTS OF SPECIAL OR AD HOC COMMITTEES – No reports.

UNFINISHED BUSINESS – No reports.

NEW BUSINESS –

- Faculty Emeritus Selection – Terri Torres read letters from the Faculty Emeritus Selection Committee in support of Lynda Baker and Lawrence Powers. Jim Fischer reported that the ballot vote by the senators was in favor of awarding Emeritus status to Lynda Baker and Lawrence Powers.
- Nominations for 2013 – 14 Faculty Senate Executive Committee – Dan called for nominations from the floor for membership on the 2013-14 Faculty Senate Executive Committee. No nominations were made.

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REPORT OF THE AOF REPRESENTATIVE – T. Thompson – AOF met on April 27th.

- Discussion was about Public Employees Retirement System (PERS) and how any changes would affect faculty. It doesn't appear that the OUS will benefit very much from the proposed changes to PERS.
- SB270 relates to the institutional boards and is moving forward in the legislature. There is now an amendment to this bill that refers to shared services.

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REPORT OF THE IFS REPRESENTATIVE – F. Shi – No report.

REPORT OF THE FOAC REPRESENTATIVE – J. Zipay – FOAC met May 1st.

- Strategic plan was discussed. Much of the discussion focused on the lack of any mention of any financial management plan.
- Discussion about some of the strategies proposed on the Oregon Tech Foundation, particularly its growth and how that growth will be supported.
- Faculty compensation recommendation from Senex was presented to FOAC for review.
- Administrative Council gave FOAC a salary request for the unclassified administrators.

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REPORT OF THE ADMINISTRATIVE COUNCIL DELEGATE – R. McCutcheon –

- Currently conducting online voting for two Administrative Council seats and one voting Senator seat. Voting will close on May 17th.
- Nominations are being taken for Administrator Emeritus status. This will be voted on at the Council's May 17th meeting.
- Looking at professional development offerings and alternate resources for administrative staff.
- Made a recommendation to FOAC for cost of living adjustments (COLA) for unclassified administrators that would be equal to those of faculty.

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OPEN FLOOR PERIOD – After the April Senate meeting, Dan received feedback and comments on the placement of ASOIT on the Senate meeting agenda. To make any permanent change in the agenda order would require a Senate Bylaw change. Dan feels that it is very important for students to be part of the

Senate meetings and participate in the dialog. He feels that the current order placement is appropriate so that the ASOIT representative at the meetings can participate in the entire meeting and share information.

ADJOURNMENT – The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Wangping Sun, Secretary

/db