

FACULTY SENATE MINUTES
November 6, 2012

President Dan Peterson called the meeting to order at 6:00 p.m. All senators or alternates were present except Pat Schaeffer, Chad Stillinger and Cheyenne Borja. A quorum was determined.

Approval of Minutes

The minutes of the October 2, 2012 meeting were approved as presented.

REPORT OF OFFICERS

Report of the President – D. Peterson – Dan reminded senators to submit nominations for the Interinstitutional Faculty Senate (IFS) position currently held by Mark Clark. Nominations are due by noon on Nov. 7th and ballots will be sent out to all faculty on Friday, Nov. 9th.

- This document draft originated from the OUS Auditor's Office. Faculty Senate is being asked to look at the statement, consider it and amend or approve based on Oregon Tech's specific situation.

Oregon University System Code of Ethics

The Oregon University System (OUS) has a duty to educate students to be responsible citizens and provide instruction, research, and public service programs that contribute to maintenance and growth of a healthy state, federal, and world economy. All employees and officers acting on behalf of the system office or the seven system universities, in a paid or unpaid capacity, have a responsibility to work towards the fulfillment of our mission and conduct themselves ethically, with the highest integrity, and in compliance with all applicable laws, regulations, and policies.

The OUS is committed to conducting its affairs in ways that promote mutual trust and public confidence. Being part of the university system requires employees and officers to conduct themselves with integrity, ethics and civility. The OUS upholds the following values as the foundation for a civil, respectful, and nurturing environment when engaging in teaching, student engagement, research, public service, and administrative activities:

Excellence – We strive for excellence in our pursuit of knowledge and maintain high standards in all activities and duties. We will pursue excellence with diligence, perseverance, and continuous improvement.

Honesty and Integrity – We demonstrate honesty in our communication and conduct while managing ourselves with integrity. We uphold the values of this code and make decisions based upon the greater good, conducting ourselves free of personal conflicts, self-dealing, using resources for personal benefit or gain, or appearances of impropriety.

Respect – We demonstrate respect towards the rights and dignity of others; show concern for the welfare of others; expect equality, impartiality, openness, and due process by demonstrating equity and fairness without reference to individual bias; and refrain from discriminating against, harassing, or threatening others.

Stewardship and Compliance – We utilize resources and information entrusted to our care in a wise and prudent manner in order to achieve our educational mission and strategic objectives. We uphold civic virtues and duties by obeying laws and policies.

Accountability and Responsibility – We take responsibility for our choices and actions by showing accountability and not assigning or shifting blame or taking improper credit. We act with responsibility by reporting unethical and/or illegal conduct to the appropriate authorities, including supervisors, management, or other responsible university offices including the OUS Internal Audit Division, and, when appropriate, external authorities including law enforcement.

Should you become aware of individuals who are not acting in accordance with these standards, please report such activities to the OUS hotline: 1-888-304-7810 or the State of Oregon hotline: 1-800-336-8218. The OUS Internal Audit Division and the Oregon Audits Division review and investigate as appropriate all reports, and when warranted by the facts, require corrective action and discipline in accordance with policy and law.

Motion was made and seconded to approve the document as presented. During discussion of the Ethics document, Provost Brad Burda explained that the draft originated from an audit which recognized that, as a "university system," there is not an ethics statement for the operation of the

university system. When the draft was previously presented at Provost's Council, several people asked to have their respective Senates review the document for anything that might be inappropriate. Following further discussion, the vote was one nay and the rest ayes to approve the document draft as presented.

- At the last Faculty-Administrator meeting, President Maples discussed the Legislative Concept 759, which establishes institutional boards for certain public universities, meaning the University of Oregon and potentially Portland State University. The Legislative Concept also vests institutional boards with certain rights, powers and duties. The concept will be considered by the State Legislature in February 2013. President Maples was specific about faculty leadership reviewing this particular concept and providing input. Dan asked that before the December 4th Senate meeting, senators consider their perspectives on this particular legislative concept. Faculty Senate Executive Committee will write a position statement and ask the Senate to approve at the December meeting. In order to decide on the position statement, Dan asked senators to go online to find and read the document. Senators should also read President Maples' concerns. Both documents can be found by typing 759 into the OIT search engine and following the prompts. Dan asked senators to read the concept first followed by the President's response and then visit with their constituents for additional input.

Tim Thompson, AOF representative, reported that this document is no longer a concept, it is now a bill waiting to be debated in both Legislative Houses in February.

Report of the Vice President – J. Zipay – FOAC will meet on November 8th, Provost's Council has not met and Academic Council hasn't met so there is no report.

REPORT OF THE PROVOST – B. Burda –

- Recently a committee was formed by the Chancellor's Office to discuss a policy or recommendations on excess credits and the first meeting will be on November 9th. Excess credits are defined as any credits beyond 180 that have to be taken to complete a baccalaureate degree. Many states have surcharges on credits above those; a student is charged more for the credits above 180 than the credits up to 180. Because a number of Oregon Tech programs require more than 180 credits, Brad obtained a position on the committee and will keep Senate updated.
- The College Deans and Associate Provost created prioritized lists for vacant faculty positions. The lists were presented to Executive Staff two weeks ago at a meeting with the President and he has released some of the positions as follows: 1 in HSS, 2 in NSC, 2 in Mathematics (one in Kfalls, one in Wilsonville), 1 in CSET in Kfalls, 1 in MMET in Kfalls, 1 new position in Respiratory Care in Kfalls, 1 new Management IT position in Wilsonville, 1 new Software Embedded Computer Engineering System position in Wilsonville, 1 new CLS position in Wilsonville, and 1 paramedic position in Wilsonville.
- 1 Boeing support staff position necessary due to an increase in Boeing students.
- Permission has been granted to search for the Dean for the College of Health, Arts and Sciences.

Dan asked the Provost to explain about the Resource Fee and how that fee will be distributed between the Kfalls campus and the Wilsonville campus. He said that there is some faculty misunderstanding about the responsibility of program directors between the two campuses and Dan asked for clarification.

- Resource Fee – About two – three years ago Oregon Tech was the last university in the system to roll fees into tuition, which had been mandated by law to be done. OIT waited until the last year to roll the resource fee, the engineering fee and the health science fee into tuition with the money going into the general fund. The amount that had been awarded the previous year or collected in terms of fees from students for resource fees, was earmarked out of the general fund and put into a pot and the same process was used for application for those fees. When there were three pots of

money, anything that was a request of \$20,000 or more went to the Engineering and Health Fee Review Committees instead of the resource fee; anything less than \$20,000 went to the resource fee. The \$300,000 Equipment budget that was cut was part of the Engineering Technology Fee and the Health Fee. The only thing left is the Student Resource Fee that all students pay into as part of their tuition. Now any proposal is considered no matter the dollar amount. Department Chairs notify people of the deadlines, faculty or students apply for the money, no location preference is given, the Resource Fee Committee prioritizes the requests and votes on awarding the proposals. Now all proposals are combined into one group, prioritized by a review committee of mostly students and voted on.

- About three years ago program director job descriptions were reviewed and revised, presented to Academic Council, and were approved by that Council. The two distinctions are Extension Program Directors and Non-Extension Program Directors. Extension Program Directors are program directors who are not in Klamath Falls. Program Directors in Klamath Falls have different job descriptions. There are distinctions in terms of responsibilities, and hence distinctions in terms of release times and/or stipends associated with them. Program Directors in Klamath Falls receive a \$3000 stipend and no release time. Extension Directors receive ½ release time and no stipend.

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

REPORTS OF STANDING COMMITTEES

Faculty Rank Promotion and Tenure – T. Fogarty – No report.

Welfare Committee – T. McVay – The Committee is working on their charges and soliciting suggestions for Senex election nominations.

Academic Standards – J. Ballard – The Committee has met and formed sub-committees that are each responsible for a different charge. One of the charges was to investigate the PE credit proposal that originated last year and is currently under consideration in GEAC. Tanya McVay reported that GEAC considered the proposal last year and ended the year with many questions. Most of the questions have now been answered so the proposal is moving forward.

Faculty Compensation – D. Thaemert – The Committee has received baseline salary data for the current year and is awaiting comparator query data to begin analysis of institutional and program floors, as directed by the Committee's standing charge.

REPORTS OF SPECIAL OR AD HOC COMMITTEES – No reports.

UNFINISHED BUSINESS – No report.

NEW BUSINESS – David Thaemert reported that C. J. Riley has asked for some sense related to the Sustainability Minor. Minors typically require some number of upper division credits. Because this minor is so diverse across campus and across fields of study, it's also diverse in terms of the level of study which presents a significant challenge to meet the terms of that minor just with upper division credits. At some time this minor will probably be presented to the Academic Council. Jim Ballard said he's been talking with C. J. about this minor and a problem is that all minors are housed in a department with the department deciding what the minor is. Jim has suggested to C. J. that Civil Engineering house the minor but let the upper division classes come from other departments approved by Civil. C. J. felt that a different department should house the minor. Provost Burda said that before the minor reaches Academic Council it should be considered by the Curriculum Review Committee (CPC).

REPORT OF THE AOF REPRESENTATIVE – T. Thompson – AOF Board met October 13. The AOF provides lobbying efforts in the legislature on behalf of faculty, and it operates and maintains a political action committee. A major discussion at the October meeting was the Legislative Concept 759. It is of concern that there is no mandate that a faculty member or student be a member of the institutional boards.

One proposal is that anyone hired into the OUS system after July 1, 2014, will receive 8% OUS contribution for retirement with a match up to 4% for a total of 16%, which is pretty standard around the country.

REPORT OF THE IFS REPRESENTATIVE – M. Clark – IFS hasn't met yet this academic year.

REPORT OF THE FOAC REPRESENTATIVE – J. Zipay – No report.

REPORT OF THE ADMINISTRATIVE COUNCIL DELEGATE – R. McCutcheon – The Council met on October 16th to finalize the Brown Bag schedules. One was held on October 30th with Dr. Maples and the next one is scheduled for November 27th. These meetings are basically a forum for issues of concern and help Administrative Council formulate goals and actions.

There was a discussion of participation in Spirit Week in February and a summer institute for administrative staff development. Other discussions included observations and concerns about staff morale and workload; the awarding of COLA and determination of eligibility for the COLA; possible reinstating the "Department Spotlight" program begun last year; activities on Financial Planning for Students centered in the Financial Aid Office and proposed revisions to the Administrative Compensation Plan.

REPORT OF THE ASOIT DELEGATE – C. Borja – No report.

OPEN FLOOR PERIOD – Marla Edge reported that OIT is launching a new scholarship program for incoming freshmen called the Oregon Tech OWLS (Opportunity for Working and Learning in S.T.E.M.) This program rewards Oregon Tech-bound high school students who have completed college-level science, technology, engineering, and math (S.T.E.M.) courses with a scholarship for \$1000. The scholarship application will be available online by the end of November and is due by March.

ADJOURNMENT – The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Wangping Sun, Secretary

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