

Academic Quality and Student Success Committee MINUTES

Trustees Present:

Jeremy Brown, Chair
Kathleen Hill

Jill Mason
Celia Núñez

Liam Perry
Dan Peterson

University Staff and Faculty Present:

Erin Foley, VP Student Affairs/Dean of Students
Josie Hudspeth, Associate Director Campus Life and Multicultural Student Services
Jim Jones, CIO/AVP ITS
Gary Kuleck, Provost/VP Academic Affairs
LeAnn Maupin, Dean of College of HAS
Brittany Miles, Director Government Relations and Industry Outreach
Adria Paschal, Senior Executive Assistant to the President
Di Saunders, AVP Communication and Public Affairs
Greg Stewart, Interim Athletic Director/Women's Softball Coach
Nellie Stewart, Executive Assistant Academic Affairs
Christopher Syrnyk, Communications Professor, Director of Honors Program
Erika Veth, Dean of Online Learning
Suzette Yaezenko, Director of Human Resources

1. Call to Order/Roll/Declaration of a Quorum

Chair Brown called the meeting to order at 12:02pm. The President's Senior Executive Assistant called roll and a quorum was declared.

2. Consent Agenda - none

3. Action Items – none

4. Discussion Items

4.1 Degree Approval Process Update

Provost Kuleck explained the existing new-program/degree approval process and the desire to amend it. The current order of review has the Board making a recommendation to the provost's council; and the time from vetting to approval is between 12 and 24 months.

The proposed process would amend the order of review to have the Board make a recommendation directly to the HECC. He recommended communication occur early with the provost council and to request input from the Board prior to the internal vetting process. He acknowledged the need to increase the financial review/analysis and market analysis of proposed programs. The new process was proposed by the Oregon Council of Presidents and is proposed for use by all universities. Programs from a workforce objective will come from faculty and industry. **Chair Brown** recommended watching the market so it does not become flooded and consequently the possibility of salaries of graduates driven down. Concerns were raised that finances should not be the sole driver of whether to move a program forward and a timeframe needs to be identified by which a decision to move forward or not, is made. **Chair Brown** also recommended milestones be set if a program is approved so the program can be analyzed. **Provost Kuleck** would like to explore proposals off-line as much as possible before submitting a new program for review and to review all programs on a cycle.

4.2 Proposed Degrees and Those Under Review

Provost Kuleck stated the only program under review is the Doctorate of Physical Therapy, however, there likely will be proposed undergraduate programs associated with the Cyber Defense Center. **Dean Maupin** stated we submitted a separate application to request a major substantive change, the authorization to offer a doctoral degree, is required for accreditation after HECC approval, but no known policy changes are required internally. Accreditation agency CAPFTE is another significant review of the program. **Provost Kuleck** stated we are seeking ABET accreditation of our Mechanical Engineering program at the Portland-Metro campus.

4.3 International Student Offerings

Associate Director Hudspeth explained her duties and showed a PowerPoint presentation including information on where our international students are from, which campus they are at, preferred majors, credit hours, and how information is tracked in SEVIS (Student and Exchange Visitor Information System). She stated most are transfer students and stay approximately 3 years, and have an overall GPA of 3.1. She explained the support offered for international students at intake and throughout their time at the university. She stated there is also a new multicultural student position. **Chair Brown** voiced concern about the reliance on students from Saudi Arabia. He asked what the return on investment is to justify hiring an international recruiter. There was discussion about how many international students are on-line students.

4.4 Honors Program

Professor Symyk explained the difference between honors bestowed on graduates, honor societies, honors colleges, and honors programs. He stated he would like to create an honor society (chapter of Phi Kappa Phi – interdisciplinary honors society) on campus as Oregon Tech is the only Oregon university that does not have a chapter. He said the Honors Program focus is on providing an educational experience that is broader, deeper, and more complex, where the learner is directed with variety of modalities for learning. He

explained the Honors Experiential Learning and Inquiry in Outdoor Settings, which occurs once a quarter. He highlighted Dean Larry Powers' efforts to start the Honors Program in 2012. The program is student driven and he would like this to be a granted degree rather than a certificate. A great deal of the program is outside of the classroom but if a bigger cohort existed there could be more specific honors courses.

4.5 Athletics

Interim Athletic Director Stewart gave an overview of the athletic department outlining the 13 programs and conference. He highlighted the achievements of the programs and student athletes including athletic accomplishments, high GPAs, and retention and graduation rates. He walked through how the department is funded: general fund for travel and staffing, incidental student fees, and lottery funds. The department is trying to provide newer equipment to improve the facilities for students and athletes. Basketball is the only sport that is at the NAIA limit for scholarships. The remaining programs still have room for scholarships. A new athletic department webpage was launched this year, improving marketing. He explained that fundraising is a joint effort with the Foundation and the department. Student athletes are involved in community services including SMART reading and PE activity programs in grade schools.

4.6 Clery Reports (Klamath Falls and Wilsonville)

VP Foley explained the history of the Clery Act, the increased reporting requirements, and the purpose: to address safety and security of students. She stated the university is working on data tracking, hiring a Title IX Coordinator, and increasing programs on prevention. She stated inspections of campus occur, almost annually, to look for safety issues on campus.

4.7 Identification of Future Agenda Items

Chair Brown stated he will have individual conversations with committee members to identify agenda items summarize those conversations at the May meeting to outline future agendas.

5. Other Business/New Business – none

6. Adjournment

The meeting was adjourned at 2:01pm.

Respectfully submitted,



Sandra Fox
Board Secretary