

Minutes

December 2, 2014, 6:00 pm

Attendance/Quorum

Vice President Terri Torres called the meeting to order at 6:08 p.m. All senators or alternates were present.

Approval of Minutes

Minutes of the November 4, 2014 meeting were approved as presented.

Report of Officers

Report of the President – Robyn Cole

- Robyn reported from the Wilsonville campus where she met with faculty.
- The new e-Portfolio guidelines were published this week.
- Disability Services – no updates.
- SenEx brought three new charges to the following standing committees:
 - Faculty Welfare – *Provide recommendations for a process for determination of CIP codes for faculty departments.* This stemmed from discussion in the November meeting.
 - Rank Promotion & Tenure – *Assess the current procedure for formation of tenure/promotion committees and determine if composition of resulting committees has adequate and appropriate representation to evaluate candidates on all campuses.* The goal is to have an equal representation from La Grande, Wilsonville, and Salem constituents.
 - Academic Standards – *Review and recommend updates for the C- transfer process.*
- Board membership team – they've met and are developing an orientation handbook for the new board members.
- SenEx will meet with the new board in mid-January. The AGB (Association of Governing Boards) will present a one or two day training in which SenEx will be involved.
- Robyn met with Mark Kasper regarding Boivin Hall and cleanliness issues. Custodial Services is trying to staff two positions and is hopeful that they will be filled soon.
- SenEx met with Erin Foley and discussed student services.

Report of the Vice President – Terri Torres

- No report.

Report of the Provost – Brad Burda

- The Governor's budget was released yesterday. \$624M was pegged for higher education. The vice presidents for finance and administration met today in Portland and discussed the significance/impact of that number.
- Capital budget – Cornett is scheduled for overhaul in three phases: 1) new engineering building; 2) major points of Cornett; and 3) building remodel. Work is being done to determine if there are enough monies to begin the first phase. If there isn't enough for phase one, then Boivin Hall would be the next project in line pending legislative approval.

- Outcome-based funding workgroup – they are meeting regularly and moving away from funding student credit hours, which are currently funded by the RAM model. Discussion regarding outcome-based funding.

Report of the President's Council Delegate – Robyn Cole

No report.

Reports of Standing Committees

Faculty Rank Promotion & Tenure – Ken Usher

- Changes to the e-Portfolio Guidelines have been announced to faculty. All candidates currently up for review have a folder on the T drive to which they can upload documents.
- Adobe Acrobat Pro – the Management and Communication departments have obtained funding for 20 licenses to be installed on computers in the Owens 206 lab. Faculty will have access to use these computers to work on portfolios.
 - Wilsonville campus – there is at least one virtual desktop license on a server there that should be available for access by faculty.
- The other charges are being worked on and the committee plans to have a report by the next meeting.
- Question about committee power in regards to charge #4: *Assess the current procedure for formation of tenure/promotion committees and determine if composition of resulting committees has adequate and appropriate representation to evaluate candidates on all campuses.* The committee has the power to make recommendations to Senate.
- Question regarding charge #1 and if the committee will consider the scholarship piece differently than in the past when writing promotion and tenure policies. The answer was yes, to an extent.
- The committee will try to complete the charges by June; however, it makes no guarantee of completion. It was requested that Senate finish the policies by the end of the current academic year so that the scholarship track is in place before the governing board begins.

Faculty Welfare – Don McDonnell

- The non-tenure track charge has been made the top priority and will be discussed on Friday, December 5th.

Academic Standards – Karen Kunz

- The committee has been working on the online education course delivery guidelines. Discussion about the guidelines and committee charge #1.
 - Motion and second for Senate to rescind charge #1: *Continue the work related to DE and develop policy as it relates to distance education.* Motion carried. No opposed. No abstentions.

Faculty Compensation – Rick Hoylman

- Subcommittees have been developed to address the charges; they are trying to set a timeline to discuss the results next term; and then prioritize the charges.

Reports of Special or Ad Hoc Committees

- Dan Peterson gave the report for Mark Clark regarding revision of Senate bylaws, charter, and constitution. The documents have been reviewed and the committee would like SenEx to review them and decide whether or not they should be brought before the Senate. It was recommended that 1) the committee include Lita Colligan in the discussions; and 2) the committee host faculty forums in which to discuss proposed changes.

Unfinished Business

None.

New Business

None.

Report of the AOF Representative – Christian Vukasovich

- The election outcome was positive and those elected tend to be friendly to faculty and higher education.
- Money is in place to help HECC with the step budget.
- There are two versions of the tuition reimbursement documents at this time.
- IFS has issued a statement regarding academic outcomes and has AOF support.
- PSU is starting a school of public health with OHSU. There is conflict over arming campus police. The campus and parks will become smoke-free. There is a new committee on academic prioritization projects.
- EOU is searching for a president. Faculty salaries will increase by 1.5%, 2.5%, and 3.5% through February 2016. There was a decrease by 11.5% in student credit hours and 12% decrease in headcount.
- OSU – capital campaign was a success; enrollment at all campuses is 30K students.

Report of the IFS Representative – Feng Shi

The last meeting was held in Wilsonville November 21st and 22nd. Topics of discussion included:

- Introduction and information about the Oregon Tech Wilsonville campus.
- Inter-institutional collaboration in the future presented by Maude Hines, PSU IFS representative.
- Mission alignment and program approval presented by Ben Cannon, Executive Director, HECC.
- Existing Oregon Tech mission statement.

Discussion regarding the mission statement.

Report of the FOAC Representative – Terri Torres

- Debt service figures:
 - as of 6/30/13 -- 4.85%
 - as of 6/30/14 -- 5.49%
 - as of 11/2014 -- 6.30%.

The recommended amount from the board is 7%.

- Athletics spending has increased by 200%. There is a 56% increase in remissions.
- OUS, upon breakup, had money that could be used for auxiliaries; Oregon Tech took out a bond and will install new soccer fields and redo the track. Revenue for repayment should come from ticket sales.
- 7 new faculty this year; 13 new non-faculty.
- State support increased by 14.3% from \$18M to \$20M. Tuition and fees increased 2% from \$27.6M to \$28.2M. 58% comes from tuition and fees; 42% from the state; and \$28M generated by tuition. Ignoring remissions, \$2.7M, that is greater than the \$27M that goes to compensation.
- Parking made a profit of \$23K last year; the bookstore made a profit of \$93K; and housing made a profit of \$785K. The occupancy rate for the village is 78%. There is no need for new housing, but a need was expressed for family housing.

Report of the Administrative Council Delegate – Tony Richey

- Rob Shaffer presented the report.
- Administrative Council has been meeting monthly.
- They have updated the charter including details on selection of emeritus procedures.
- The election processes need updating to match Senate bylaws and charter; they would like Senate feedback.
- They are revising the role of AC representatives to proactively collect information from administrative staff and increasing their number from 6 to 8.
- Feedback from staff for ideas/interests led to development of an administrative handbook.
- They are in process of looking at a procedural handbook for all offices that will include links to forms, websites, new employee checklists, and step-by-step procedures.

- The council has discussed a suggested dress attire for the various departments.
- A survey was conducted regarding interest in day care. Nothing will be done at this point due to shortfalls.
- The council and a group of volunteers are developing a proposal for executive staff consideration after enrollment concerns have been negated.

Report of the ASOIT Representative – Kristen Marsters

- The issue of club advisor responsibilities was brought up at last month's Senate meeting. After discussion with her team, it was decided that new cards stating the responsibilities would be created and sent to all club advisors. Advisors do not need to attend each club event; they may attend on an as-available basis.
- Kristen met with ASOIT in Wilsonville and they decided that both campuses are going to work on getting a 24-hour study lounge for their respective locations.

Open Floor Period

- It was suggested that Senate invite Mark Clark to attend a meeting to directly report on the ideas discussed regarding the bylaws, charter, and constitution. Senate may need to host special meetings to discuss the issues.
- Discussion regarding having faculty forums with a set agenda in addition to the faculty-administrator meetings.
- Discussion regarding the audio/visual equipment and Senate financial contribution toward the purchase of an additional system for use in the McLoughlin conference room.
- Discussion regarding the academic calendar and whether or not it can be changed. At this point the calendar cannot be changed; however, there is a possibility for change when the governing board is installed.
- Discussion regarding the ADA meeting with Bill Proebstel and the attorney, and accommodations for students. SenEx asked Bill and Erin Foley to send out a faculty memo explaining changes, but that hasn't been issued at this time.
 - It was asked that if faculty disagree with requested accommodations, who can they see to address that issue? There will be a new procedure for accommodations: 1) the list will be sent to the faculty member first; 2) the faculty member has to approve or disapprove the list; 3) if the faculty member disapproves, he/she will be directed to Ron McCutcheon; and 4) if approved, the student will be given a copy of the list.

Adjournment

Motion and second to adjourn. Motion carried. The meeting adjourned at 8:10 p.m.

Respectfully submitted,
Matt Beekman, Secretary
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