**May**

OREGON INSTITUTE OF TECHNOLOGY
Faculty Administrator Meeting

**May 17, 2011**

**ANNOUNCEMENTS AND COMMUNICATIONS**

***Marketing & Communication Update – Gwen Raubolt***

* Introduction of Marketing Team: Bill Goloski (graphic designer), Joel McPherson (web content coordinator), and Joanna Abbott (marketing assistant).
* Joel McPherson provided updates regarding the Oregon Tech website, including a new page in development for Wilsonville Campus.
* Social media usage is increasing for promotion and awareness of Oregon Tech.
* Priority for Marketing will be to work with Admissions to increase prospects and enrollment.
* Current projects:
* Your Campus360 will be completing a virtual tour of the Klamath Falls campus.
* New campaign being developed, to be introduced at Convocation 2011.

**Q:**  I’m curious about the new Oregon Tech logo that is appearing on publications.
**A:**  This is a new graphic, but we are not making changes to the Oregon Tech logo at this time. The existing logo is still too new to warrant such an expensive and time-intensive process as changing the logo.

***STARS Process and Update – Carrie Wittmer***

* STARS tracks and rates sustainable efforts in areas including education, administration, operations, planning, etc.
* New deadline: December 14, 2011
* Lots of opportunity for research, planning, community service assessment and tracking.
* Contact Carrie for ways to follow along with or help the reporting process.
* The Sustainability Committee is looking for members – there are seven openings at this time.
* The Greenhouse Gas Report has been submitted for this year, with the next progress report due January 2012 and the next full report due January 2013.
* Responsible parties will be listed with the survey.
* Please report as-is for now, since this will establish a baseline for future reports, as well as developing priorities and plans for the future.

**REPORTS**

***Faculty Senate - Matt Schnackenberg***

* Discussed the Affirmative Action Policy and Hiring Policy.
* Possibility of an instructor track – this will be addressed next year.
* Ballots are due May 20, 2011.
* Committee Selection will occur early this year, with some committees being comprised only of Senate members
* Please see the Faculty Senate website for more information on committees.
* Chair of Welfare must be a senator

***Administrative Council – Shellie Wilson***

* Looking for new members, and ballots will go out next week.

***Academic Council – Brad Burda***

* No report, but will welcome questions:

**Q:**  What is the status of the Strategic Master Plan?
**A:**  The Facilities Master Plan is moving forward with Wilsonville, and the Strategic Master Plan is waiting until next year, when more time and resources will be available.

**Q:**  Will there be a reorganization of committees?
**A:**  Committees will likely report to VPs responsible for those areas.

**Q:**  Are we looking at membership criteria and charges for committees?
**A:**  Yes, the deans and chairs are talking about which committees are necessary, etc.

**Q:**  How will we know which committee has been assigned to whom?
**A:**  Most committees are academic, some are president’s, and some are finance-related.  We are juggling what committee assignments and membership are happening now.

***Finance and Administration update - Mary Ann Zemke***

* Digging for the reinduction well is starting this week.

**Q:**  Will there be tours of the rig available?
**A:**  Talk to David!

**Q:**  Is there an update on the status of Campus Dining?
**A:**  We are evaluating proposals and waiting for a recommendation from the committee – looking for cost-effective options at this point.

**DISCUSSION AND OTHER**

***Development Update – Robin Thompson***

* Hired Betzy Fry, director of Development and Major Gifts, who will be based in Portland.
* The Foundation Board meeting is this weekend – please feel free to attend if you would like.
* Planned giving consultant will be making a presentation to OTF and alumni/Golden Owls.
* Spring appeal just went out, and new alumni giving has doubled, nearly tripled.
* 850 Facebook “friends” so far!

***Student Affairs Update – Erin Foley***

* Student Awards Banquet will be held June 10 at 6:00 p.m.
* Parent/Family Weekend is this weekend, with a Meet & Greet at 4:30 p.m. on Friday and many Saturday events.

**Q:**  What is the schedule of Dow tours on Saturday?  MIT selection will be going on all day.
**A:**  There will be one Friday tour of the DMS lab, and I will check on the rest of the schedule.

***Larry Powers – Intel ISEP***

* 1,500 students from 63 countries in attendance.
* Two Portland-area students selected for $5,000 scholarships.
* Interest in high-producing high schools (i.e. Oregon Episcopal High School)
* Oregon Tech was the only Oregon university at this event.
* From President Maples: the only disappointment is that there has been no Southern Oregon representation at the high school level at Intel ISEP in the last three years.

***General Questions – President Chris Maples***

**Q:**Do you have an update on the Legislature? **A:**OUS independence bill has been waylaid a bit, as K-12 funding is the first priority (starting to move).  Amendments on 242 are beginning too, and it seems likely it will pass.  We are still on track to be in the Governor’s budget and to receive lottery bonding for Wilsonville.

Meeting adjourned:  3:00 p.m.

Respectfully submitted,
Marilyn Dyrud
adp