

FACULTY SENATE MINUTES

May 1, 2012

President Matt Schnackenberg called the meeting to order at 6:00 p.m. All senators or alternates were present except Phong Nguyen, Mark Clark, Suzet Petersen, and Daniel Helmricks. A quorum was determined.

Approval of Minutes

The minutes of the April 3, 2012 meeting were approved as presented.

REPORT OF OFFICERS

Report of the President – M. Schnackenberg –

- Nomination forms for next year's Faculty Senate have been sent out. There has been some discussion about whether the OIT Senate is too young, with members who have too little experience at OIT. The concern is that many people get on Senate to help with promotion.
- Rumors that the Solar Project is dead are false. The project has been delayed due to contractor concerns regarding the use of unpaid OIT student interns on the project.
- In recent weeks both a Strategic Planning Committee and an Academic Planning Committee have been formed to look at OIT's directions for the next five years.

Report of the Vice President – J. Long – Academic Council met on April 6th to discuss the newly formed Academic Planning Committee.

- Members of the core team for the Academic Planning Committee (APC) are Larry Powers, Charlie Jones, Mateo Aboy, Lita Colligan, Mark Neupert, Hope Corsair, Roger Lindgren, Patrick Schaeffer, Joe Reid and Gary Zimmerman.
- Meetings were held the week of April 9th and the week of April 22nd.
- Academic Council meetings are scheduled for May 4th and June 1st.
- The initial draft proposal of the Academic Planning Committee will be presented to Academic Council at the May 4th meeting, to be followed by a two week open comment period. Based on the comments received, a revised draft plan will be developed and the final revision will be brought to the June 1st meeting. Jim encouraged the senators to share information with their constituents so that everyone has a chance for input.
- There was also a discussion of the proposed changes to the general ed requirements. The Management Department is interested in revising the cumulative 36/45-Math/Science/Social Science requirements.

REPORT OF THE PROVOST – B. Burda –

- The Strategic Planning process started today with the review of three fundamental documents.
 - * The revised Mission Statement and the core themes associated with it.
 - * The current OIT 20-17 plan, which included an exercise that attempted to map the current OIT 20-17 plan to the recently adopted Mission Statement and core themes. The meeting validated that the five major areas currently identified in the 20-17 plan are the correct ones. A category explicitly addressing "students" was added. A small group will meet to establish focus groups members and questions for those focus groups based on the identified directions associated with the Strategic Planning process. November 2012 is the targeted completion date.
 - * OIT's compact with the State Board of Higher Education is a sub-set of OUS's compact with the OEIB. The original intent was for each university to have a compact with the state of Oregon, and that the compacts would include sections that were similar across universities, so that OUS would be able to address, as a system, some of the outcomes associated with 40-40-20. University compacts could also include metrics specific to the institution. The state has requested that the institutional-specific items be pulled out and

that universities use only the originally identified metrics that applied to all universities. All metrics associated with targeted programs have been removed. However, the State Board has approved OIT's original compact which contained our percentages and this remains OIT's compact with the state system and with the Chancellor's Office.

- * There is discussion at the State Board on the Governance Committee to try to decide what direction, roles and authority local boards would have, and how those would tie back to the State Board of Higher Education. A draft proposal is being worked on; PSU and U of Oregon are in favor of local boards.
- The University System's budgeting cycle is now a 10-year cycle. OIT will prepare a two-year budget by the first part of June that will have 10-year elements associated with it.
- At the last meeting of the Academic Strategies Committee, a sub-committee of the State Board, Policy Option Packages, also known as Legislative Budget Proposals, were discussed. OIT submitted three proposals that survived the first round of cuts.
 - * OIT is partnering with PSU and OSU on the Collaboratory, Manufacturing & Mechanical Engineering initiative. OIT will provide the educational piece; PSU and OSU will provide the research sections. If funded, OIT hopes to gain about \$500,000 in equipment and one, two-year faculty position; both would be in Wilsonville.
 - * OIT, by itself, is proposing a Rural Healthcare Initiative and is requesting funds to conduct a study on providing alternative primary care in rural Oregon. It's a challenge to attract physicians and/or primary care givers to small towns with small populations and limited resources. This study will assess the possibility of using nurse practitioners or dental hygiene practitioners. Ideally this initiative would leverage OIT's relationship with OHSU to provide alternative health care in rural Oregon.
 - * The STEM proposal will help provide better education in the areas of Science, Technology, Engineering & Mathematics throughout the educational system.
 - Through Project Lead the Way, OIT trains high school teachers on how to provide these kinds of courses, sending them back with curricula, and in some cases equipment to use in the classroom.
 - Pre-college programs can be used to offer more Engineering, Technology and Mathematics courses for high school students in preparation for starting college.
 - Reverse transfer programs are being piloted by OIT and KCC. Many times community college students leave the community college and transfer to a university without completing a degree at the community college level. Once they've enrolled at a university, the students oftentimes take courses that could transfer backwards to the community college resulting in students receiving a Bachelor's of Science from OIT and an Associate's Degree from the community college. 30% of students, who take ACP courses from OIT, transfer to OIT.
- Academic programs
 - The Master's in Psychology in Marriage and Family Therapy has passed through Graduate Council and is now in the Provost's Office.
 - Mechanical Engineering will be offered at the Boeing facility and will help grow the OIT program at Boeing.
 - OIT now has a preliminary agreement on offering Electrical Engineering in Wilsonville.
 - OIT also hopes to offer Geomatics in Wilsonville.

REPORT OF THE PRESIDENT'S COUNCIL DELEGATE – M. Schnackenberg – The President's Council will meet later in May. By email, the Council has approved Academic Standards' catalog changes that had been previously approved by Senate and forwarded to the Council for approval.

REPORTS OF STANDING COMMITTEES

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

Welfare Committee – D. Peterson – Dan presented the revised proposed *College Dean Evaluation Policy* for Senate's consideration and possible approval.

College Dean Evaluation Policy OIT-XX-XXX

Introduction

A regular review of College Deans can help insure that there is a strong connection between the leadership of the Dean and the goals of individual departments within his or her college and with the goals of the institution as a whole. Additionally, regular reviews will help individual Deans refine their leadership skills and better understand their relationship with faculty and administration. Such a review shall include input from the faculty and staff in the Dean's respective college, written comments from the Provost, and written comments from other constituents considered important by the Dean and/or the Provost. A written summary of the review will be provided to the Dean, and he or she will be given the opportunity to respond. It is the responsibility of the Provost's Office to initiate the review and insure that it is completed within the time frame prescribed under policy.

Purpose and Participants

Deans will be evaluated annually to insure compliance with stated college and university goals, to provide performance feedback for discussion, and to recognize exceptional contributions. The annual Dean evaluation will be completed by the Provost, fulltime faculty members of the Dean's college, staff members who report directly to the Dean, and other constituents considered important by the Dean and/or the Provost. The Provost will administer a Dean Evaluation Survey to faculty and staff within the Dean's College and write a narrative that evaluates the Dean within areas listed under Criteria and any additional area(s) the Provost and/or Dean deems relevant.

Criteria

College Deans will be evaluated with reference to the Oregon Institute of Technology job description for Deans. The Provost, faculty, staff, and other important constituents will only evaluate those areas of a Dean's job performance with which they have knowledge and experience. Fulltime faculty and staff members will complete an evaluation survey approved by the Provost and Faculty Senate. No anonymous input will be considered as part of the evaluation process.

Given that the Dean's position within the institution is dynamic and may include responsibilities not specified in the criteria above, it is essential to provide flexibility in the evaluation process. At a minimum, the criteria listed below must be included in the performance evaluation. However, if the Dean being evaluated or the Provost would like to add additional areas for evaluation, areas may be added to the performance evaluation.

Evaluation by the Provost

The Provost will evaluate Deans in the following six essential functions described in the OIT Dean Position Description: (1) Ability to carry out the Dean function in the College, (2) Ability to serve as a senior manager, (3) Ability to chair College Academic Council and college faculty, (4) Ability to develop external partnerships, (5) Ability to support fund-raising, (6) Ability to conduct personal professional activities. The areas listed will be covered in the written narrative completed by the Provost.

Evaluation by Faculty

Faculty will evaluate the Dean in the following areas described in the OIT Dean Position Description: (1) Ability to chair college faculty meetings, (2) Ability to manage the hiring process, (3) Ability to evaluate annual faculty workload, (4) Ability to evaluate faculty performance reviews and evaluation, (5) Ability to give and receive information, (6) Ability to resolve grievances. The areas listed will be covered on an evaluation survey given to faculty administered by the Provost's office.

Evaluation by Staff

Staff reporting to the Dean will evaluate the Dean in the following areas described in the OIT Dean Position Description: (1) Ability to give and receive information, (2) Ability to plan and execute operations and budgets. The areas listed will be covered on an evaluation survey given to staff administered by the Provost's office.

Timeline

Spring Term	
Week 1	The Provost initiates Dean evaluation process.
Week 2	The Provost distributes evaluation surveys to college faculty and staff.
Week 5	Faculty and staff return surveys to the Provost's Office.
Week 6, 7	The Provost solicits input from other constituents as appropriate.
Week 8	The Provost provides written evaluation to the Dean.
Week 9	The Provost and the Dean meet to discuss evaluation results.
Week 10	The evaluation process is completed.

Recommended by:

Faculty Senate – XX/XX/XX
President's Council – XX/XX/XX

Approved: _____

Date: _____

This proposed policy was reviewed by Senate last year and returned to committee because it didn't align with the Dean's job description. Welfare was charged to create an evaluation policy, not to create an evaluation instrument. Dan met with the College Deans and they both approved the proposed policy as presented.

Motion was made and seconded to approve the revised proposed policy as presented.

Following the Senate's discussion, the proposed policy was tabled and returned to Committee for minor changes. Welfare will present the policy for consideration at the June Faculty Senate meeting.

Academic Standards – J. Ballard – Jim handed out a copy of the Baccalaureate General Education Requirements as stated in the OIT catalog. There are faculty requesting a change to the General Education requirements and the General Education Advisory Council (GEAC), per its policy, is requesting feedback on the proposed change. Currently, Communication requires 18 credits, which the proposed change will not impact. Humanities, likewise, will not be impacted. The required accumulation of credits in Math/Science and Math/Science/Social Science is under consideration by GEAC.

BACCALAUREATE GENERAL EDUCATION REQUIREMENTS

Through general education at OIT, students study broad topics, principles, theories and disciplines. The courses are organized within the curriculum in such a manner that students will acquire knowledge, abilities and appreciation as integrated elements of the educational experience. In addition, general education courses teach students to communicate clearly, think critically and globally, define and solve problems within and across disciplines, calculate logically and apply scientific reasoning. No matter what their major, students will benefit from studying areas of knowledge that help them become competent, well-rounded professionals as well as well-educated human beings and citizens.

The General Education Advisory Council and OIT's faculty review the general education curriculum regularly.

Communication: Total = 18 credits
SPE 111 – Fundamentals of Speech = 3 credits
WRI 121 – English Composition = 3 credits
WRI 122 – English Composition = 3 credits
Plus nine credits from the following list:

COM 205, COM 225, COM 320, COM 347, COM 401, COM 402, SPE 321, WRI 123, WRI 214, WRI 227, WRI 321, WRI 322, WRI 323, WRI 327, WRI 328, WRI, 350, WRI 410.

Humanities: Total = 9 credits

Nine credits selected by student or specified by a major department from the following:
ART – Art; ENG – Literature; HUM – Humanities; MUS – Music; PHIL – Philosophy;
Languages (second year); COM 205, COM 320.

Social Science: Total = 12 credits

Twelve credits selected by student or specified by major department from the following:
ANTH – Anthropology; ECO – Economics; GEOG – Geography; HIST – History; PSCI – Political
Science; PSY – Psychology; SOC – Sociology. Other transfer courses, defined as “social science” by the
Registrar’s Office, may be used in this category.

Science / Mathematics: Total = 16 credits (4 + 12)

One four credit college-level mathematics course for which at least intermediate algebra is the course
prerequisite.
Plus 12 credits selected by student or specified by major department from biological sciences (BIO,
CHE), mathematics (MATH), physical sciences (PHY), physical geography (GEOG 105 or
GEOG 115), geology (GEOL), or physical anthropology (ANTH 101). Other transfer courses, defined as
“Science/Mathematics” by the Registrar’s Office, may be used in this category. At least four credits must be
completed from a laboratory-based science course in BIO, CHE, GEOG, GEOL or PHY.

Bachelor of Science Degree:

The Bachelor of Science degree requires the student to opt between completion of:
36 credits in M/S or
45 credits in M/S and social science.

S/M: 36 vs. 37 (H + SS + S/M)

S/M & SS: 45 vs. 37

Based on the current General Education requirements, students must take 9 credits of Humanities, 12 credits of Social Science, and 16 credits of Science/Math. The Bachelor of Science Degree then requires the completion of either 36 total credits in Math/Science, or 45 total credits in Math/Science and Social Science. The proposed change would drop the 36 / 45 requirement such that all students would take 18 credits from Communication, 9 credits from Humanities, 12 credits from Social Science, and 16 credits from Science/Math. The Management Department would like this change to allow for more courses in the major or in Communication.

Hallie Neupert explained that part of the rationale for the change is that the Management Department has programs that lack space to add content courses that the Department feels are important for their majors. Not a lot of Math/Science is required of Management students when they get to their places of work; thus, many students choose to fill the General Education requirement (36 / 45) using Social Science credits. Because no one knows the origin of the 36 / 45 requirement and the numbers appear to be arbitrary, Marla Miller, Department Chair, feels that some flexibility is appropriate for some of the Management degrees.

Jim Ballard commented that none of the other universities in OUS have the 36 / 45 requirement. It first appears in the OIT catalog around 1980, and Academic Standards thinks that the numbers came about when OIT changed from offering two-year programs to four-year programs.

Faculty Compensation – D. Thaemert – No report.

REPORTS OF SPECIAL OR AD HOC COMMITTEES – No reports.

UNFINISHED BUSINESS – None.

NEW BUSINESS – No one was present to represent the Faculty Emeritus Committee. No report.

REPORT OF THE AOF REPRESENTATIVE – T. Thompson –

- The State Board of Higher Education has released their governance recommendations.
- There is a joint special committee on University Governance at the legislative level. This is above and beyond the Oregon Education Investment Board, the Commission on Higher Education, and the State Board. Their charge is to review governance of the university system. The committee is comprised of four members from the State Senate, four members from the State House, and two members from the Oregon Education Investment Board. The committee's purview includes K-20 education. The committee plans to have a draft report to the legislature by August, and a report to the Governor by November.
- PERS letters went out to window retirees (state employees who retired and were paid based on an account that was credited in 1999 at 20%, and then re-credited at 11.9%). The letters contain options for repayment of the money.
- The state budget forecast is about \$6 million below the 2% kicker threshold.
- AOF is considering meeting with the America Association of University Professors annually.
- A group of tenure-track faculty at UO is requesting that tenure-track faculty be removed from the collective bargaining unit.
- Next AOF meeting will be June 2nd.

REPORT OF THE IFS REPRESENTATIVE – M. Clark – No report.

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

REPORT OF THE ADMINISTRATIVE COUNCIL DELEGATE – S. Petersen – The Administrative Council is currently in the process of online elections for next year.

REPORT OF THE ASOIT DELEGATE – D. Helmricks – No report.

OPEN FLOOR PERIOD – Chris Caster said that a staff member expressed concern to him about the impact of budget cuts on staffing.

ADJOURNMENT – The meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Hallie Neupert, Secretary

/db