**FACULTY SENATE MINUTES**

**May 4, 2010**

President Debbie McCollam called the meeting to order at 6:00 p.m. All senators or alternates were present except Robin Schwartz and Sarah Salmonson for ASOIT. A quorum was determined.

**Approval of Minutes**

The minutes of the April 6, 2010 meeting were approved as presented.

***REPORT OF OFFICERS***

***Report of the President*** – D. McCollam –

* Currently, Deb is the Faculty Senate representative to the Distance Education (DE) Advisory Board. The Board met last month to discuss a new funding model and course structure. One topic discussed was the Hybrid. Portland faculty would like to provide working students with classes that have some classroom participation in addition to online participation. A new “Blended” model is being discussed. Two courses are planned for fall term that would have a minimum of 16 hours face-to-face class time.
* A semester conversion survey was sent out to all faculty on April 26th and is due by June 15th. This subject has been discussed many times over the years, but has always been turned down.
* Faculty salaries: our administration hopes to reinstate as much of the 3.85% salary reduction as possible next year. Faculty will be informed by the end of this quarter whether or not this will be done.
* For the next biennium we’re facing the possibility of a 25% budget cut.
* Senex met with President Maples concerning the need for closure in regards to PREC. He told Senex that he will provide a summary of actions taken and whether or not those actions were in line with the PREC recommendations.
* The vote for Emeritus Faculty will be held at the June meeting.

***Report of the Vice President*** – J. Long – No report.

***REPORT OF THE PROVOST*** – B. Burda – Next State Board meeting will be May 14, 2010 to discuss budgetary matters.

***REPORT OF THE PRESIDENT’S COUNCIL DELEGATE*** – D. McCollam – President’s Council had a very productive meeting. All policies on the agenda were approved.

***REPORTS OF STANDING COMMITTEES***

***Faculty Rank Promotion and Tenure*** – T. Fogarty – Data compiled from OIT’s comparator institutions shows that a majority of institutions link tenure with promotion to Associate Professor. Additionally, several institutions have paths for promotion for positions other than Associate Professor (e.g., senior instructor); however, there was a great deal of variation in how these positions were labeled. There does not appear to be one particular model for OIT to consider as a mechanism for pay increases or promotion for non-tenure track positions.

***Welfare Committee*** – K. Usher – The Welfare Committee has revised the *Department Chair Selection and Evaluation Policy, OIT-21-030* and presents it for consideration along with a *Chair APE Form*. Motion was made and seconded to accept the revised policy and the new *Chair APE Form* as presented.

* Throughout the policy the title Assistant Provost was changed to Dean.
* APE Supplement for Department Chairs

ANNUAL PERFORMANCE EVALUATION 2010-2011

SUPPLEMENT for Department Chairs

Original in Evaluative File; Copy to Faculty

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| --- |
| Fulfillment of Department Chair Duties (self-evaluation) Describe your major tasks this year in the areas of curriculum, personnel, and fiscal management, assessment and accreditation, and other institutional duties that you performed on behalf of your department.  (for detailed list, refer to OIT job description for Department Chair, Academic Affairs). |
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| Fulfillment of Department Chair Duties (evaluation by Dean, or other designated authority) | | | | |
| Exceeds expectations | | Meets expectations | Does not meet expectations | |
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| Supporting Narrative (required):  Please comment on this department chair’s effectiveness in each of the areas listed above. | | | | |
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Following an extensive discussion, motion was made and seconded to amend the propose changes to read as follows:

* Page 2, section Annual Evaluation, item 2 changed to read as follows (change is bolded):

2. Administrative Responsibilities: administration of department business will be evaluated **and appropriately documented,** as prescribed by the Oregon Institute of Technology Job Description titled Department chair, Academic Affairs.

* Page 3, section *Interim Chair*, third paragraph added to read as follows (change is bolded):

**In this policy, Deans may be replaced by the Provost’s designee.**

Vote was all ayes to approve the above changes. Vote on the original motion to approve the revised *Department Chair Selection and Evaluation, OIT-21-030* and the *Chair Annual Performance Evaluation* was all ayes. Motion passed.

Committee charge for dean and provost evaluations has been tabled until next year.

***Academic Standards –*** Jim Ballard –

* Curriculum maps have been tabled until next year
* Year-long scheduling – if a department chooses to go to year-long scheduling, Registrar Marla Edge would like to place a link on the Registrar’s webpage for all advisors. Grant Kirby said that there is a year-long planner on the Portland/IT page and people can use it if they want to.
* Plus / minus grading – motion was made and seconded to adopt the +/minus system of grading. During the discussion of this grading system, the following points were made:

\* more work for faculty; 12 possible grades instead of the current 5.

\* disgruntled students would be more likely to question why a + grade instead of the higher – grade.

\* although C- grade might transfer in, it would not qualify as “C or better.”

Following the discussion, the motion was turned down with a vote of 4 yes, 3 abstaining, and the rest voting no. Motion defeated.

***Faculty Compensation*** – S. Schultz – Salary floors have been progressing at the approximate rate of 2% per year with the average being above 2%. Last year OIT did a 4% COLA across campus so all floors, including discipline floors, were increased by 4%. No faculty salary is below the institutional floor.

Provost Burda said that the institutional floors would be published on the Human Resources web page. There is no floor for instructor.

Comparator list has been given to Anji Duchi, Director of Institutional Research, and she should report back by May 15with discipline comparator data.

Steve voiced the idea of collective bargaining for the faculty as a way to negotiate contracts and salaries. Mark Clark said he would raise questions about collective bargaining at the next IFS meeting.

***REPORTS OF SPECIAL OR AD HOC COMMITTEES*** *–* None.

***UNFINISHED BUSINESS*** – *Program Reduction and Elimination Policy, OIT-20-050:* Senex has been working on revising this policy, now called the *Budget Reduction Advisory Council (BRAC).* A preliminary copy of the revised policy was presented for information only, and senators were asked to provide feedback and any suggestions for the new policy. Faculty are looking for information from President Maples as to what action has been taken as a result of PREC, and if that action was in line with PREC recommendations.

***NEW BUSINESS*** – None.

***REPORT OF THE AOF REPRESENTATIVE*** – T. Thompson – AOF Campus reports:

* SOU – Trying to decide whether or not to go to NCAA Division II.

-- “Instructors” are part of the SOU bargaining unit. Where is a discussion to allow consideration of a 6% retirement agreement similar to tenure relinquishment.

-- Faculty took furloughs by cutting a week off every term this year. Chancellor didn’t like this action so it probably won’t be done again. Will probably resort back to salary level prior to Sept. 15.

* WOU – Faculty didn’t receive their salary steps, but they didn’t take any salary reduction.

-- New construction projects include a new Wellness Center.

-- Don’t expect to take any salary reduction next year.

* EOU – They took no salary reduction. Currently bargaining for salary and faculty benefits.

-- They have interviewed two provost candidates.

-- They report that their fall applications are up.

* OSU – Having conversations related to reorganization of schools, divisions, etc.

-- Faculty furloughs began in January and will stop in June.

-- Doesn’t expect to return to furloughs or salary reductions next year.

* PSU – Continue discussions about potential merger with OHSU.

-- Retrofitting some campus buildings.

-- Reopened bargaining. Faculty are returning to salaries prior to the salary reductions of 2009/10.

-- Searching for a VP of Sustainability.

* UO – No faculty salary reduction and don’t expect any reductions next year.

Ballot Measure 69 was discussed. This would allow the use of G-bonds to purchase and remodel existing buildings instead of building new.

Discussion continues on semester conversion. Some faculty are strongly supporting this change.

***REPORT OF THE IFS REPRESENTATIVE*** – M. Clark – IFS will meet in Portland this weekend.

Grant Kirby reported that discussions continue on restructuring of the university system and on the semester conversion.

***REPORT OF THE FOAC REPRESENTATIVE*** – J. Long – Meeting for budget projections for next year will be held on Friday, May 28.

* Tuition increase is projected at 6.2% for next year.
* Wilsonville project - By the end of May expect to reach some kind of an agreement with InFocus on the current tenant.
* Expect $2.45 billion shortfall in the state budget for the next biennium. We are being asked to plan for 25% budget reduction for that biennium.

***REPORT OF THE ADMINISTRATIVE COUNCIL DELEGATE*** – J. Wiseman – Elections are upcoming. No report.

***REPORT OF THE ASOIT DELEGATE*** – S. Salmonson –

* May 5 – Cinco de Mayo Taco feed and ASOIT candidate speeches; elections begin.
* May 13 – Student Forum to discuss changes in Student Insurance as well as changes in the way Financial Aide appears with tuition and fees.
* July 4 – End-of-year Recognition for clubs and programs.

***OPEN FLOOR PERIOD*** – Nothing.

***ADJOURNMENT*** – The meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Matt Schnackenberg, Secretary

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