

# FACULTY SENATE

## **Minutes**

April 2, 2019, 6:00 PM, the Sunset Meeting Room of the College Union (Klamath Falls) and Conference Room #130 (Portland-Metro).

## **Attendance/Quorum**

President Terri Torres called the meeting to order at 6:00 pm. All senators or alternates were present except: Eve Klopf, Josh Jones, Leann Maupin, and Tom Keyser.

## **Approval of Minutes**

Minutes of the March 5, meeting were approved with minor spelling revisions.

## ***Report of the President of Oregon Tech-Dr. Nagi Naganathan***

Dr. Naganathan announced that he would like to thank Andria Fultz for recommending a staff forum at the Portland-Metro campus.

Dr. Naganathan announced that he was principally here to talk about the strategic planning process regarding

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### Reports of Officers

#### *Report of the President – Terri Torres*

First on my agenda is on the HR website which is the minimums for all of our different disciplines and calculations. All of these items are calculated based on the MGT data. I would like you all to understand some of the things that the FCC is working on. They were able to grab the data from the ipeds data and the CUPA data that was available on the Conical

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### ***Report of the Vice President – Matthew Sleep***

First on the agenda, is the merit pay that I discussed in our last meeting. One thing I want to point out is April 12 is the hard deadline for APES, the 2018-2019 year.

I wanted to talk to all of you about strategic enrollment management. We need to recognize that we have a large increase in applications this year. A significant number of freshman applications. A whole large double digit percentage, so the caution that is always expressed by us is how many of those applications turn into students. Further is that we cannot rely on our old conversion rate of applications to incoming students because of all that changes. We did have a high conversion rate but they expect that to be a lot lower and are unsure of where it will be in the future. The issue has been discussed at academic council. My conclusion is if there are more freshman than there would be a whole lot more Gen Ed classes.

Next issue is the workload. Department chairs used to do workload with spreadsheets and now it is converted into banner. A lot of things have been automated and populated so that might change a little bit the way the workload is reported.

A couple of different things about the conversion to Canvas, a while ago I received an email from Janelle that all faculty should have access to the Canvas training. With that said, keep in mind that there is roughly 380 faculty members currently enrolled in the class. I am assuming that includes a lot of adjunct faculty so that's about 200 more faculty members. In addition, training takes two to four hours and when you complete that step you should have access to your summer course shells. If it happens where you have courses that you taught in the spring and now you are teaching them in the fall and those course shells did not migrate over, I recommend contacting the online department so they can assist with this transition.

### ***Report of the ASOIT Representative – Junmin Yee***

Elections - Starting our elections process.

Rec Center - Moving forward with the process, students voted on a \$69 rec center fee. Hopefully start demo in Spring 2019 and to be completed by Spring 2020.

Filling stations - Heard back from Brian Fox, Athletics, Purvine, LRC, and Boivin are getting their stations to be completed by Summer 2019.

## **Reports of Standing Committees**

### ***Faculty Rank Promotion & Tenure (RPT) – Ben Bunting***

First thing, I'm going to be printing the report that Yaheui and I have been working on over the last month. We have been gathering feedback on NTT policy which was synthesized over the last couple of weeks and we will have that put together for next month's meeting. There is nothing that needs to be voted on. We may also have changes to the updated faculty evaluation policy as well as, a follow-up on the charges we've been working on. To present the changes we are suggesting for the library Policy-I would like to clarify these changes to 20-042 the librarian's evaluation policy up to the recently updated librarian's promotion policy, is that the idea behind all of this was to bring everything into parity with 20-041 which is the librarians promotion policy. I would now like to ask Iris Godwin to follow up with the new changes.

Iris Godwin. Please look on page 21 where we made some minor changes with regard to the change from library director title too, "University Librarian." We wanted to bring our evaluation policy up to meet this policy. If you start on page 9, please note the different criteria. Before we were going by faculty evaluation policy and then we decided to go to librarianship. There are three categories; librarianship, professional development and institutional professional related public service. For the most part what was changed was just taking those things from the promotion in rank policy and putting them into appropriate places in this new policy. So librarianship in s



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Respectfully submitted,  
Don McDonnell, Secretary  
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