Interinstitutional Faculty Senate Minutes
January 31 & February 1, 2014
Portland State University

Interinstitutional Faculty Senate

Present: Shari Carpenter, EOU; Mary Cluskey, OSU; Jeff Dense, EOU; Maude Hines, PSU; Karen Hooker, OSU; Robert Kyr, UO; Charles Lane, SOU; Ryan Madden, OIT, Bob Mason, OSU (Saturday), Ike Nail, WOU; Margie Paris, UO; Candyce Reynolds, PSU; Catherine Salveson, OHSU; Feng Shi, OIT; Jody Waters, SOU

Friday, January 31

12:45 – Call to Order

Sam Dotters-Katz – ASUO Student President

Current issues for the ASUO:

- Students unionizing – only done in one other campus in the U.S.
- Mandatory reporting requirement.
- Increase in sexual violence, especially among international students (10% of total population).
- Overreliance on student fees.

Sam Dotters-Katz is sitting on the Institutional Board. They’ve had an orientation and one official meeting that has been educational.

Textbook Affordability

Addressing the issue of textbook affordability may be a way for IFS to gain legitimacy with HECC, since it’s an issue they are looking at. There was discussion about various ways to offer students free or reduced cost texts for classes.

Jeff asked what he should take to HECC, and suggestions included a best practices list, looking at small pilot projects, doing research on other school systems, and proposing we develop a joint task force or asking HECC to charge IFS with conducting more research.

The idea of a task force was supported by many, and it was brainstormed that such a task force should include student, faculty, librarians, community colleges, and bookstore staff.

Jeff stated that he will draft a statement and run it by IFS.

President Michael Gottfredson

President Gottfredson talked about the creation of HECC and OEIB as a part of the proposed solution to address rising costs and lowered state funding for higher education in Oregon. He mentioned that PSU and OSU decided to move towards institutional boards as well, after the UO. He wasn’t sure how to predict what will happen after this, but it looks likely that there will be more institutional boards.

President Gottfredson stated that he was supportive of creating a new shared services organization that works on behalf of the universities and the universities as the customers. Currently, the idea is to make the seven presidents the board of this organization, who hire the chief operating staff. It would be an opt-in/opt-out model. The proposal now is to have many people and services housed at OSU, but the pension aspect housed at the UO.
President Gottfredson stated that he believes IFS will be more important into the future.

President Gottfredson stated that the HECC has limited authority, but their charges are important – coordinate & submit budgets on behalf of all higher education, approval of new degree programs, and better coordinate all of higher education, including community colleges. These are not our governing boards, which is an important distinction.

President Gottfredson stated that institutional boards have fiduciary responsibility, but also advocate for the university.

Maude Hines Provosts’ Council Report

The idea came up of getting rid of the program that allows students who graduate from an Oregon high school to get into an Oregon college. The response was that this program needs more publicity, not to be cut.

The Provosts’ Council discussed its role with HECC in the new governance structure. Everyone was interested in continuation of the Provosts’ Council in terms of program approval.

There is some interest in more collaboration among the universities, but the future is uncertain.

Maude stated that she also has been going to academic strategies meetings. Issues of OARs and leave have come up (IFS already responded to the leave issue).

Jeff stated that there are several upcoming bills that impact education. One looks to facilitate more online education, one pushes the timeline up for the TRUs to make decision about institutional boards from 2015 to 2014, another has a provision about faculty and non-faculty staff being excluded from participating when collective bargaining is being discussed.

Jeff mentioned that IFS has good relationships with Senator Michael Dembrow, Representative Peter Buckley, and Ben Canon, and looks forward to working with them more. Jeff mentioned that he met with Ben Cannon to discuss IFS, and IFS members indicated they are also looking forward to working with Nancy Golden. IFS members present agreed that it would be useful to invite Ben Cannon and Nancy Golden to an IFS meeting.

The group discussed IFS, its liaison role with HECC, and how it can interface through good relationships built up with legislative contacts.

Jeff stated he is interested in remaining in the IFS President office for one additional year to proceed through this legislative session and provide continuity. He asked that IFS members please communicate their issues of concern to him so he can be effective, and suggested that Jody and Charles spearhead communication with Representative Buckley, while he and Maude continue to work with Senator Dembrow.

The discussion turned to IFS – Jeff mentioned IFS has been a tradition for almost 50 years. Senator Dembrow is going to try to get IFS some kind of statutory authority so IFS still has authority going forward. IFS’s role is mainly to make recommendations. During this time of shifting governance, IFS is going through a re-branding and a re-focusing. There was discussion about calling out to the IFS constituency of faculty and teachers, and also about interfacing with Oregon community colleges (perhaps in the form of a biannual meeting with them). There was also discussion about how individual institutions might maintain their own identity while still collaborating strongly. Catherine mentioned that OHSU has the Oregon Consortium of Nursing Education, which could serve as a model of carefully crafted collaborative agreements.
Jeff stated that development of common learning outcomes, as a funding mechanism in the future will be an area for institutions to collaborate. Students, employers, and community members need to be included in that process as well.

**Campus Reports**

**Western Oregon University**

- When they got information that OUS was going to be changed, there were a series of information meetings, and the faculty and students came up with a consensus that they wanted to move forward with their request for an individual institutional board. They will make that presentation to the legislature in early March.

**Eastern Oregon University**

- Enrollment is down, including from “feeder” community colleges. They’ve put together a task force charged with coming up with recommendations for changes to the governance structure. Their president also announced that he wants an institutional governing board.

**University of Oregon**

- There is still uncertainty moving forward with the new governance structure. For the past few months, the UO Board of Trustees has been in an orientation mode. Rob is looking at how to have a faculty/Senate liaison to the board in some way.
- The UO is in the midst of a tenth-year review of the charges and memberships of university standing committees, conducted by the Committee on Committees. They are making a committee tier “ranking” structure based on time commitment, which will help Deans make tenure and promotion decisions.
- Jeff stated that it is good that all faculty members on institutional boards are voting members. This will be good to highlight this to campus leadership as the standard.

**Oregon State University**

- The Faculty Senate voted to advise the OSU foundation to divest in in fossil fuel. Also, the student body passed a resolution to observe Veteran’s Day as a holiday. Veterans are an important part of OSU’s history and current makeup.

**Southern Oregon University**

- SOU may enter retrenchment. They are reorganizing their current academic structure and will have interdisciplinary divisions, as well as Directors that report directly to the Provost.
- IFS members expressed their support for Southern Oregon University during this potential retrenchment period.

**Oregon Health and Sciences University**

- There’s a big push for inter-professional education between their different schools. (mirroring a general national push in higher education). They are about to open the South Waterfront, where there will be new buildings. They are also giving their Faculty Senate awards. Lastly, OHSU has many partnerships with the regional universities.

**Ryan Madden – OIT**

- External governance discussion, internal governance discussion, and general education review.
- OIT just announced they will seek an independent board. They are also undergoing a general education review to see if they want to add anything new that uniquely fits their mission.
Recent years have seen about a 10% enrollment increase, particularly in Wilsonville. They have added some new programs, including laser optical engineering and a flexible master’s degree in science and engineering. OIT also partnered with PSU in efforts to get a grant from DOE and participate in the 2015 solar decathlon program.

Saturday, February 1

The morning began with IFS members expressing a desire to create a statement of support of Southern Oregon University that can be forwarded to constituents, and perhaps be a factor in the upcoming legislative session.

Teleconference with Senator Michael Dembrow

Re: Concerns about SOU retrenchment.

Charles stated that there are concerns about some of the ramifications of retrenchment and the broader implications for all institutions and Oregon students.

Jeff asked if some time type of short-term legislative solution has potential.

Senator Dembrow replied that it may, but financially it’s unclear if money is available at this point. Senator Dembrow stated that he also has concerns about the impacts of retrenchment.

Bob asked what the most effective thing IFS can do that would be a positive influence on the decision-making that will be occurring at the state level next week.

Senator Dembrow stated that it would be really useful to get faculty speaking with as close to one voice as possible. It will be important for the campuses, especially those that are challenged right now, to come together and figure out where they want to go.

Jeff brought up the issue of faculty members of institutional boards not being allowed to sit in on discussions about collective bargaining, and asked why that was the case.

Senator Dembrow clarified that the intention of this legislation was to allow the board to go into executive session to discuss bargaining, under strict open meetings law. The idea is to carry current practice over exactly in individual boards.

Senator Dembrow then stated that Representative Peter Buckley introduced a legislative amendment to add university student members to the HECC (increasing from 2 to 4). Senator Dembrow stated he doesn’t support that because it’s important to him that there is an equal number of community college and university students, but that he likes the idea of student representation.

Senator Dembrow stated that another amendment being looked at has to do with boards for technical and regional universities (TRUs). He thinks there is general agreement to follow the process laid out in Senate Bill 270, which is that individual universities will make their request for a board. They are shortening the deadline to request an individual board from May 2015 to 2014. That means the State Board of Higher Education will have to come back by June of 2014 with a set of recommendations. Right now there is more momentum to individual boards. But there may be some strings attached, including some sort of affiliation.

Jeff asked what IFS can do to help Senator Dembrow understand that faculty position on the issue of governance structure.

Senator Dembrow stated that IFS has an important advisory role with the State Board of Higher Education. As they come up with recommendations, staying engaged in that process will
be important. It would also be helpful if IFS could help pin down the TRU presidents’ intentions and plans.

Senator Dembrow talked about his bill regarding the Affordable Care Act and a concern that, once the employer mandate kicks in next year, employers are going reduce employee’s hours to get them below the 30-hour insurance threshold. He has concerns about this happening to part-time faculty at colleges and universities, and would like to see the same methodology used for PERS – giving part timer employees the ability to combine their hours at various public colleges and universities to reach the threshold, which is calculated not by hours in the classroom but by FTE. Senator Dembrow is also working with the unions on this.

Senator Dembrow stated that there is a call for the regional universities to do pilot programs of fixed-cost tuition. He is hoping to get HECC to study this, rather than creating pilot programs at this time.

Jeff told Senator Dembrow that his staunch advocacy on behalf of the faculty is greatly appreciated. After the teleconference, IFS members indicated their appreciation of Senator Dembrow and discussed sending some thank you letter or email.

There was some discussion about whether the deadline for university decisions regarding individual boards was too rushed. Jeff stated that institutional governing boards will be dealt with in the April legislative session, and that IFS needs to plan to meet before that time to strategize testimony.

**Planning Upcoming Meetings**

The IFS members present discussed a plan for IFS meetings for the rest of the year, and developed the following calendar:

- March 28th & 29th: OIT Wilsonville (OHSU backup)
  - OIT will check about hosting.
- May 9th & 10th: OSU
- September 26th & 27th: OHSU (UO Portland backup)
- November 21st & 22nd: WOU

**Campus Reports, Continued**

**Portland State University**

The PSU board has three subcommittees: Executive & Audit, Business & Finance, and Academic and Student Affairs. Maude and a student member are on Academic & Student Affairs, and a staff member is on Business & Finance.

PSU is engaging in a program array review initiated from the Provost’s Office. They are also in union negotiations and are in mediation now.

Maude stated that she talked with their Senate steering committee about what IFS priorities might be for this year. They provided the following suggestions:

- How duplication of efforts will be addressed moving forward. IFS could consider issuing a statement about that issue.
- Have a conversation about how many classes tenure-line teachers are teaching around the state.
- Credit for prior learning.
- Relationship between Senates and boards at various schools: does IFS want to have a recommendation about how this might work?
- Importance for the faculty member on the institutional board to interface with the Senate, possibly as an ex-officio member on the Senate or steering committee.

**IFS Future and Priorities**

There was discussion about the importance of creating statutory authority for IFS, and perhaps having a line-item budget from the Chancellor’s office, particularly with changing government structures. It will be important for IFS to define itself as it begins to interface with these new stakeholders and people in power.

Rob stated that he believes the greatest strength of IFS is that we are all connected to legislative bodies. Maude suggested thinking about uniformity of how IFS is connected to Senates (for example, the Senate President sits on IFS, an IFS Senator sits on each institution’s steering committee, etc.).

**Bylaws**

Jeff explained that, in the draft, they started off with the mission statement, staying on point that our focus is on students, and inserting Oregon Public Universities and Higher Education Stakeholders in place of OUS.

There was discussion about including attendance provisions in the bylaws, and that robust attendance is essential to good outcomes. There were suggestions about what kind of attendance requirement to include. The conclusion was ultimately the language included below.

The group then discussed the term of the IFS President, and concluded that it would change the President-Elect position to a Vice-President position. The Vice-President does not automatically become the IFS President, and discreet elections will be held for each position.

The group decided to leave the current voting scheme the same (three votes for OSU, UO, PSU, and OHSU, and two votes for others), considering that changing this may also require universities to change their own bylaws. Bob also noted that in the past there has not been a dichotomy between large schools and small schools.

Regarding attendance, it was proposed that it would be ideal for an IFS representative from each institution to serve on that institution’s steering/executive committee, however, it was decided to leave this out for now and bring it up with individual Senates. It was also suggested that IFS create a letter to Senate Presidents about how this is done at current institutions, urging them to have an ex-officio IFS member on their steering committees, to make space in the Senate meetings to have an IFS update, and to ensure their university is always represented at IFS meetings.

Rob stated that it is good for the IFS Bylaws to be ratified by all Senates, if possible. IFS members present agreed to bring the Bylaws back to their individual Senates for consideration and ratification.

Jody suggested that it is good to be careful not to overburden institutional Senates, and suggested having an orientation document or operations manual rather than being very prescriptive in the bylaws.
While the Bylaws were updated to reflect these changes, an IFS member made a motion to approve the minutes from the last IFS meeting. The motion received a second and they were approved.

The group agreed to wait on election until the next meeting due to time constraints.

A motion to approve the revised Bylaws was made, seconded, approved. Any minor changes can be made as housekeeping, if necessary. The text of the amended Bylaws follow below with additions in red and deletions struck through:

**INTERINSTITUTIONAL FACULTY SENATE, OREGON PUBLIC UNIVERSITIES, BYLAWS**

**Preamble**

The Interinstitutional Faculty Senate (IFS) represents the faculty of Oregon's public universities. As a dedicated partner in higher education shared governance, we are committed to applying our collective expertise to ensuring the quality of higher education in Oregon. The decades-long heritage of IFS is grounded in a collaborative spirit of information sharing, timely communication, transparency, and protecting the best interest of our most valuable resource: our students.

**I. Roles and Responsibilities**

The Interinstitutional Faculty Senate shall-

1. Gather on a regular basis and facilitate the exchange of information on behalf of the faculty of Oregon Public Universities and their Senates.
2. Provide advice and recommendations to higher education stakeholders, the Oregon State Legislature, and other governmental agencies and officers on matters of academic importance.

**II. Process and Procedure**

1. Meetings of the Interinstitutional Faculty Senate should be run in accordance with Roberts Rules of Order.
2. Standing rules and regulations covering all other matters pertaining to the conduct of the business of the Senate may be passed or amended with a majority vote of those present at the meeting.
3. These By-Laws may be amended after presentation of the text of the proposed amendment at one meeting and approved by an affirmative vote of a two-thirds majority of those present and voting at the next regularly called meeting.

**III. Officers, Duties and Responsibilities**

1. The Executive Committee of the Senate shall consist of the President, Vice-President-Elect, Secretary, Provosts’ Council representative, immediate Past President and one member elected at-large from members of the Senate. The President shall serve as the Chair of the Executive Committee. The Executive Committee will (a) assist the President with the preparation of the agenda for meetings; (b) perform such task during the interim between meetings as may be needed for the effective and efficient operation of the Senate. During the summer period the Executive Committee shall have authority to act on behalf of the Senate in matters of urgent necessity as determined by the Executive Committee; (c) convene special meetings of the Senate; and (d) assist the President with
long range planning efforts.

2. The President shall (a) preside at meetings of the Senate and the Executive Committee; (b) be responsible to the Senate for the supervision and execution of its business; (c) represent the Senate in discussions with stakeholders on matters of academic importance; (d) request expenditures of State funds in connection with the Senate activities; and (e) perform other duties and responsibilities requested by the Senate.

3. The Vice-President-elect shall (a) assume the duties of the President, when the President is unable to serve; (b) serve on the Senate Executive Committee; (c) be responsible for carrying out other necessary duties as may be delegated by the Senate, the Executive Committee, or the President; (d) become as familiar as possible with all aspects and workings of higher education in Oregon that may affect the best interests of the Senate.

4. The Secretary shall (a) keep the minutes and records of the Senate; (b) serve on the Senate Executive Committee; and (c) perform other duties as requested by the Senate, the Executive Committee, or the President.

5. The Provosts’ Council Representative shall (a) represent the best interests of the Senate Oregon Public University faculty during meetings of the Provosts’ Council; (b) regularly report to the Senate on the business conducted and issues discussed at Provosts’ Council meetings; (c) inform the President if they are unable to attend a meeting of the Provosts’ Council; (d) serve on the Senate Executive Committee. After consultation with the Provosts’ Council Representative, the President will appoint a member of the Senate to attend the meeting.

IV. Elections

1. At its last meeting of the calendar year, the Senate shall elect a President, Vice-President, President-elect, Secretary and a Provosts’ Council representative. The term of these officers shall be one two calendar year and commence on January 1.

2. Elections will be conducted by secret ballot of those present. A majority of those present is required for election to office.

3. Elections will be held in the following order: (1) President-Elect; (2) Secretary; (3) Provost Council Representative; (4) At-large Executive Committee member.

4. If the institutional term of an IFS senator expires while the senator is serving a term as an officer or member of the executive committee, the senator will continue to serve until the Interinstitutional Faculty Senate term expires. Constituent institutions will be limited to the normal number of votes (three two votes for Oregon State University, University of Oregon, Portland State University, and Oregon Health Sciences University; two votes for, Eastern Oregon University, Southern Oregon University, Western Oregon University and Oregon Institute of Technology) to be decided by the institution’s senators.

5. If the institutional term of the Provosts’ Council Representative expires while the senator is serving as Provosts’ Council Representative, the Senate shall elect a replacement at the last meeting which occurs during that senator’s active term.

V. Attendance

1. Regular, informed participation by all members is essential to the success of the Senate.

2. In order to facilitate timely and regular participation in Senate meetings, appropriate technology (Skype, Google Hangouts, etc.) will be leveraged in extraordinary circumstances. However, electronic participation on a regular basis should not be substituted for in-person participation.

3. While absences from meetings may be unavoidable, it is the responsibility of any Senator who anticipates being absent from a Senate meeting to inform the President, and to ensure representation from his/her home institution arrange for their institution’s
alternate attend the meeting.

4. Senators who are regularly absent from Senate meetings are not serving the best interests of their institutions or the Senate. Senators who miss more than one regularly scheduled meeting during an academic year without ensuring representation from their institutions will consult with the Executive Committee between their second missed meeting and the next regular meeting of the IFS on an appropriate course of action. In the event that absentee Senators do not engage in such a consultation, the President will inform appropriate parties at the Senator's home institution.

12:30 - Adjourn