

4-1-1994

## Faculty Senate Monthly Packet April 1994

Portland State University Faculty Senate

Follow this and additional works at: <https://pdxscholar.library.pdx.edu/senateminutes>

Let us know how access to this document benefits you.

---

### Recommended Citation

Portland State University Faculty Senate, "Faculty Senate Monthly Packet April 1994" (1994). *Faculty Senate Monthly Packets*. 236.

<https://pdxscholar.library.pdx.edu/senateminutes/236>

This Minutes is brought to you for free and open access. It has been accepted for inclusion in Faculty Senate Monthly Packets by an authorized administrator of PDXScholar. Please contact us if we can make this document more accessible: [pdxscholar@pdx.edu](mailto:pdxscholar@pdx.edu).

# Portland State University

P. O. Box 751, Portland, OR 97207-0751

TO: Senators and Ex-officio Members to the Senate  
FR: Alan Cabelly, Secretary to the Faculty



The Faculty Senate will hold its regular meeting on April 4, 1994, at 3:00 p.m. in room 53 Cramer Hall.

## AGENDA

- A. Roll
- B. Approval of the Minutes of the March 7, 1994, Meeting
- C. Announcements and Communications from the Floor
  - 1. President's Report
  - 2. Provost's Report
- D. Question Period
  - 1. Questions for Administrators
  - 2. Questions from the Floor for the Chair
- E. Reports from the Officers of Administration and Committees
  - 1. Academic Requirements Committee—Wineberg
  - 2. ARC report on credit hour requirement—Wineberg
  - 3. General Student Affairs Committee—Zeiber
  - 4. Spring Term Registration Report—Tufts
  - 5. Interinstitutional Faculty Senate—Cooper
- F. Unfinished Business
- G. New Business
  - 1. Manufacturing Engineering Masters Degree Proposal—Frost
  - 2. Constitutional Amendment—Beeson
- H. Adjournment  
The following documents are included with this mailing:
  - B Minutes of the March 7, 1994, Senate Meeting
  - E1. Annual Report—Academic Requirements Committee
  - E2. ARC report on credit hour requirement
  - E3. Annual Report—General Student Affairs Committee
  - G1. Manufacturing Engineering Masters Degree Proposal Synopsis

**NOTE: THE FULL "MANUFACTURING ENGINEERING MASTERS DEGREE PROPOSAL" IS ON FILE IN THE LIBRARY RESERVE ROOM. SENATORS ARE URGED TO REVIEW THE PROPOSAL BEFORE ATTENDING THE SENATE MEETING**

## PORTLAND STATE UNIVERSITY

Minutes: Faculty Senate Meeting, March 7, 1994  
Presiding Officer: Beatrice Oshika  
Secretary: Alan Cabelly

Members Present: Abrams, Andrews-Collier, Barton, Beeson, Bowlden, Brenner, Briggs, Cooper, Etesami, Falco, Farr, Forbes, Fosque, Franks, Gillpatrick, Gray, Greco, Hales, Jackson, A. Johnson, D. M. Johnson, Jolin, Kenny, Kocaoglu, Lall, Midson, Miller, Moor, Oshika, Potiowsky, Reece, Rhee, Schaumann, Smith, Svoboda, Talbott, Tama, Vistica, Watanabe, Watne, Westover, Wetzell, Wollner.

Alternates Present: Schuler for D. Johnson, Robertson for Krug, Hickey for Parshall.

Members Absent: Bjork, DeCarrico, Kimball, Lansdowne, Liebman, Limbaugh, Manning, McGuire, Seltzer, Visse, Enneking.

Ex-officio Members Present: Barna, Bulman, Cabelly, Davidson, Desrochers, Diman, Erzurumlu, Kaiser, Koch, Krug, Mestas, Miller-Jones, Ramaley, Reardon, Toscan, Toulan, Weikel.

### APPROVAL OF THE MINUTES

The Faculty Senate Minutes of February 7, 1994 were approved with the following corrections:

A. JOHNSON noted that his comments on the top of p. 37 referred to the Interinstitutional Faculty Senate report, which was distributed later in the minutes.

MESTAS noted that his comment on p. 36 should indicate that human contact was available and desirable within the admissions, financial aid, and orientation processes, but that students with relatively simple problems could use technology to solve them.

BARTON was present at the meeting, as was BULMAN (*ex-officio*).

### PRESIDENT'S REPORT—RAMALEY made the following comments:

- A. PSU does not as yet have a copy of the Peat Marwick report describing their assessment of our efforts to reduce administrative costs and improve services; however, we do know that they have indicated that we are a model university of our type (urban university). Lindsey Desrochers and Michael Reardon will be attending a Peat Marwick conference (the President is unavailable) later this month along with representatives from other institutions looking at similar ways of managing. In December, Ramaley, Desrochers and Reardon will be attending a similar conference in Florida (all this is at Peat Marwick's expense).

- B. As it was last month, there is no news on the budget. Enrollment is on a downward trend (there is overcapacity throughout the system); the trend is caused by increased fees and increased uncertainty among Oregon students about the future of programs. Short term programs are being instituted to bring enrollment back to the 92-93 level, which was 5-6% (FTE) higher than today. This is marbled throughout the institution. We are also trying to see where we have excess capacity within our institution; if we can add out-of-state students paying out-of-state tuition where we have capacity, it would be helpful. The goal is not to increase enrollment at all costs, but to increase enrollment in areas in which we can do this easily.
- C. As part of the "2010 Process," we have prepared a document outlining what education at PSU might look like in the future, including a picture of the educational environment. CADS, the Faculty Advisory Council, and the UPC will soon review this document. The objective is to help the system as a whole examine its long term strategy, as well as to prepare for the 1995-97 biennium planning.
- D. At the American Association of Higher Education meetings, Ramaley will participate in meetings to try to identify indicators of quality within a university. This should compare the quality of the inputs with the quality of the outcomes, rather than simply looking at outcomes. We can not make the case that we are first rate if we can not use metrics that truly make difference. She will attempt to persuade the AAHE to take on this project.
- E. Juan Mestas might go to Washington, D.C. to join the National Endowment for the Humanities. We will congratulate him if he gets appointed, but be sorry for our loss. We are proud of him, and are awaiting word of the potential appointment.

MOOR asked if the BAS model gave us a benefit for moving segments of our enrollment to graduate enrollment. RAMALEY was uncertain; DESROCHERS noted that different factors go into the BAS model. There might be some advantage to have more upper division or graduate programs if we have capacity, but that we also need to focus on our strategic plan. RAMALEY concurred, noting that we should strive for our desired mix. It is crucial that the system as a whole does not go to the legislature in the next biennium asking for more money while enrollment is declining.

## 2. PROVOST'S REPORT

REARDON indicated that OAA would soon be distributing a lengthy document on undergraduate education. The Deans have seen this, and changes have been made. We now formally ask the Senate to initiate processes next quarter to begin a study to change our undergraduate courses to four credit courses. We should utilize Senate meetings and committees, as well as open forums to study this. We should see if this is academically important and sound, and see if this might have a positive impact on productivity. If so, we could implement this by Fall of 1995.

HALES asked about these changes at the graduate level. REARDON thought that this would need further study. LALL asked about how this related to the proposal to move undergraduate requirements to 180 hours. REARDON said these items would work in concert.

BRENNER asked if this was a PSU or a system-wide decision. REARDON said we can do this on our own. UO set a precedent to do this. They simply reported what they had done without asking for permission. We must be sensitive to the relationship of contact hours to credit hours; we want to retain a relationship between work activity and student contact hours. UO ensured this at the lower division level. BRENNER asked whether we would also review majors and course changes. REARDON assumed that we would begin with the general question this year, then have departments do theirs in the next year.

SVOBODA asked what the productivity advantages are. REARDON thought that for the student this would be good; there would be fewer but more intense courses. Five courses per quarter is not conducive to the best student learning.

BEESON wondered if the number of credit hours within each department would change. REARDON said that there was no intent either way on this issue. The goals are to increase efficiency. Teaching loads will then need to be discussed. GRECO asked who would respond to this question within a department. REARDON expected that no one would teach more than he does, which is two courses per quarter. We may want to consider a two year load of 2-2-2 or 2-2-3, with the last course being a departmental contribution. KAISER suggested that we might simply want to look at a credit-hour load. MOOR then asked about establishing 2-2-3 as a norm. This is 28 hours, and might be appropriate. REARDON noted the volatility of the question, suggesting that this may be achieved in a number of ways.

FORBES hoped that contact hours would fit in; e.g., a 5-credit science course with a lab meets for nine hours per week. REARDON says we must guarantee a correspondence between credit hours and contact hours at the lower division level, where there are at least as many contact hours as there are credit hours; labs will fit in well, because they typically have more contact hours than credit hours. MIDSON thought that the average class size will increase under a four-credit system; REARDON did not know about this. A. JOHNSON asked about night classes, which often meet for three hours in one night, believing that teaching four hours in one night might be difficult. REARDON acknowledged that this was an important question. OSHIKA concluded by noting that this will involve both the Curriculum Committee and the Academic Requirements Committee, with procedural recommendations coming from the Steering Committee.

## REPORTS FROM THE OFFICERS OF ADMINISTRATION AND COMMITTEES

1. University Planning Council: A. JOHNSON gave the report for Weikel. The UPC 1) met with the Provost regarding hiring priorities for new positions, tying these priorities to the university's strategic plan; 2) was responsible for a section of the accreditation report, especially on faculty participation in the fiscal crisis and the budget cuts; 3) was responsible for reviewing a set of assumptions regarding campus wide planning.
2. OSHIKA reported for the Steering Committee and Advisory Committee, who are meeting to collect data regarding implications of ranked vs. non-ranked faculty, and their representation in the Senate. The committees will meet together next week, and are looking at a continuum of options. The question studies the focus of the Senate, and the nature of education. The committees will return a proposal to the Senate.

## NEW BUSINESS

1. Constitutional Amendment--Midson

OSHIKA noted that the new language is the sentence that refers to "Extended Studies." SCHAUMANN asked if there are other units to which a similar amendment might apply. OSHIKA noted that there are other people, perhaps not aligned within a unit, who would fit if such an amendment were made. SCHAUMANN asked if the Senate might be asked to do this more than once, believing that we should do this only once. OSHIKA agreed that this was the best procedure, but also acknowledged that this amendment needed to be disposed of now.

MIDSON stated that Extended Studies is only unit on campus that is required to have Senate and committee representation but in which most of its members are ineligible to serve in the Senate or on committees. Therefore, there is a difference from other individuals who have similar job categories but do not belong to one unit. OSHIKA noted that the School of Extended Studies has representation, but that the entire population is not covered.

A. JOHNSON noted that people from Extended Studies would be added, while similar people from other units would not be added. OSHIKA agreed. MOOR thought at the last meeting that this could be voted down, but now believes that it can be tabled, and asked Oshika's opinion on this, perhaps after the Steering Committee and Advisory Council made a recommendation. OSHIKA and CABELLY agreed that the Amendment could not have been tabled last month, but that this was possible now. MIDSON thought that a full scale resolution would not be brought back next month, but that a committee structure might be decided upon. OSHIKA noted that this would be clarified by the Steering Committee and the Advisory Council, which will define the problem, perhaps developing recommendations. They can do what they choose, after deliberations; this might include a larger study, a quick amendment, etc.

A. JOHNSON, arguing in favor of quick action, stated that agreement now would allow these Extended Studies individuals to participate in spring elections. SCHAUMANN didn't understand why this should be done for Extended Studies only at this time and not for everyone. He wanted to substitute the phrase "Portland State University" for the phrase "School of Extended Studies." OSHIKA said that this change would, in fact, include everyone. The debate concerns whether we should include those people who are not clearly centrally involved in the educational function.

In response to a question from BEESON, OSHIKA stated that a two thirds vote was required. If asked for by one quarter of Senators who are present, a campus-wide mail vote could be taken, again requiring a two thirds vote.

The motion PASSED by a vote of 26-12.

#### ADJOURNMENT

OSHIKA adjourned the meeting at 4:15 PM.



**ACADEMIC REQUIREMENTS COMMITTEE**

Annual Report to the Faculty Senate

April 4, 1994

Committee Members: Howard Wineberg (Chair), Barbara Alberty, Elliot Benowitz, Shu-Guang Li, Stephen Martin, David Ritchie, Helen Youngelson-Neal, Carl Bergwall (student), Gary Petersen (student), Bob Tufts (consultant), Angela Garbarino (consultant).

The 1993-94 academic year was a slow year for the ARC.

- 1) The ARC has processed 226 student petitions from 3/1/93 to 2/28/94. The ARC granted 129 petitions and denied 97 petitions.
- 2) The ARC discussed matters concerning Japanese and Russian courses, a Public Health Education course, and the elimination of one of the challenge exams for Writing 121 and 323.
- 3) The ARC is currently discussing the proposed reduction of hours needed for a baccalaureate degree.
- 4) The ARC is disturbed by the fact that it had no involvement in the new General Education Proposal that was approved by the Faculty Senate in December, 1993. The ARC believes that the two committees should have been working together on this matter. However, the General Education Committee never informed the ARC as to what their committee was doing nor did they ever invite the ARC Chair to sit in on one of their meetings. This is quite puzzling to the ARC since the ARC is responsible for developing and recommending policies regarding the requirements for the baccalaureate degree to the Faculty Senate.



To: Faculty Senate  
From: Howard Wineberg, Chair, Academic Requirements Committee  
Date: March 16, 1994

The ARC was charged with considering a proposed reduction in the number of hours needed for a baccalaureate degree from 186 to 180. The ARC reviewed this matter and found the following:

- 1) Since its inception as Portland State College/Portland State University in 1955, PSU has always required a minimum of 186 credits for a baccalaureate degree.
- 2) Among the list of comparator institutions provided by OIRP, 183-192 credits are required for a baccalaureate degree for those on the quarter system.
- 3) The ARC did not find any substantial justification for changing the number of hours needed for the baccalaureate degree.

Consequently, the ARC thinks that it would be premature to make any changes in the number of hours needed for the baccalaureate degree. Further, the ARC believes that the number of hours required for a baccalaureate degree should be considered in conjunction with other possible changes to the undergraduate curriculum that are in the pipeline.

**Report of the General Student Affairs Committee  
To the Faculty Senate, Portland State University  
April 4, 1994**

**Committee Membership:**

Chair: Alan Zeiber, Faculty, SBA  
 Faculty: Duncan Carter, ENG  
 Robert Lockwood, ADM JUST  
 Mary Beth Walsh, ED  
 Students: Rebecca Hancock  
 Rachael Dinwiddie  
 Michael Reynolds  
 Shadi Al-Atrash  
 Savvy Him  
 Consultants: Juan Mestas, Vice Provost & Dean of Students  
 Susan Hopp, Dir Student Development  
 Robert Vieira, Affirmative Action Officer

The General Student Affairs Committee (GSAC) has met an average of at least once per month this academic year and has accomplished tasks falling in three distinct categories. The most difficult and time consuming was that of completing an update of the PSU Student Conduct Code, an Administrative Rule of the State of Oregon governing student conduct on PSU property. A first draft of the Code was completed, by Ken Fox of Academic Affairs, during Spring 1993 and was forwarded to many locations on campus to solicit written comments. During Summer 1993, and twice again in the Fall, public hearings were conducted on campus by the GSAC to solicit oral (and written) input. Based on those inputs, and many Committee discussions, the document became more focused, addressed the concerns that were expressed, and tended toward finality. Then, during December 1993, the completed document was approved by GSAC members and officially presented to the Office of Academic Affairs (who, in turn, filed the change with the State of Oregon), and also to the Vanguard and Student Government. The full Code is available in the Office of the Dean of Students, 433 Smith Memorial Center, and a summary of the areas changed is contained on the reverse side of this report.

The second category of tasks is the agreement by the Committee to assist Student Affairs in their self-study effort in preparation for accreditation. GSAC has agreed to perform two reviews of self-study documents (the initial draft documents, and then the proposed finals), to assist in that endeavor.

The third category of tasks is the review of existing student policies, with updating and correcting where required. This academic year the Committee has reviewed the "Use of Metal Detectors at Student Events" policy and begun work on updating of the "Student Development Policy Book" with changes relating to the amended Student Conduct Code. The review of all existing policies is a process which began last year, and will continue until all policies have been reviewed.

A summary of the sections of the Student Conduct Code that were proposed for change, and the final disposition of each, is as follows:

**577-31-135 (5), para a) and b) - Provocation:** This proposed addition was deleted following inputs.

**577-31-135 (6) para a), b), and c) - Sexual Harassment:** Submitted as drafted with the exception of the correction of one typo in para c) - "reasonable" changed to "reasonably".

**577-31-135 (7) - Public Indecency:** one change was to delete a portion of the last sentence :", with the intent of arousing the sexual desire of the person or another person."

**577-31-135 (8), para a) through f)- Theft/Abuse of Computer Time:** A re-write of this section (based on input provided by Ron Wills of the Computer Branch of PSU) was accomplished. The PSU SBA Chiles Center Computer Director performed a second review prior to acceptance and approval.

**577-31-135 (19), para a) through d) - Abuse of Campus Judicial System:** Submit as proposed.

**577-31-135 (21) - Tampering with Elections:** Submit as proposed.

**577-31-136 - Group Offenses:** Two changes to the proposal were made: 1) in the 2nd sentence "registered or recognized" was changed to read only "registered", and 2) in the 4th sentence "this code" was removed. Further, the committee recommended that a listing of the portions of the Code that apply to groups be incorporated into the Student Development Policy Book.

**577-31-136 (1), para (1) through (4) - Group Offenses:** Submit as proposed.

**577-31-136 (2) - Group Offenses:** Submit as proposed.

**577-31-145 (7) and (8) - Disciplinary Reprimand and Suspended Sanction:** Submit as proposed.

**Amendments to existing sections - 577-31-135 (14), 577-31-140 (1) a) and c), 577-31-140 (3) a) b) and d):** Submit all as proposed.

BRIEF DESCRIPTION OF PROPOSED PROGRAM

Define or describe the academic area or field of specialization with which the proposed program would be concerned.

This proposal is for the establishment of a Master of Engineering degree in Manufacturing Engineering. The program will be jointly administered by Oregon State University and Portland State University, and will make use of faculty and facilities physically located at both campuses.

Manufacturing Engineering is concerned with the application of specialized engineering and managerial knowledge applied to the development of productive systems of people and machines. Primary emphasis is on the design, operation, and controls of integrated systems for the production of high quality, economically competitive goods utilizing efficient product design, computer networks, machine tools, robots, and materials handling equipment. This academic program is designed to provide engineering professionals the opportunity to pursue advanced level study in a field of engineering which involves subject matter normally not covered in basic engineering undergraduate programs. Because of its professional orientation, the program is more structured than the traditional Master of Science degree.

What department and school or college would offer the proposed program?

The proposed program will be jointly offered by the Departments of Industrial and Manufacturing Engineering and Mechanical Engineering of Oregon State University, and the Department of Mechanical Engineering and the Engineering Management Program at Portland State University. The proposed program will be jointly administered by the College of Engineering (COE) of Oregon State University and the School of Engineering and Applied Science (SEAS) of Portland State University, under the auspices of the Oregon Joint Graduate Schools of Engineering (OJGSE). OJGSE was created by the Oregon State Board of Higher Education to coordinate graduate-level engineering and computer science programs at Oregon State University, Portland State University, University of Oregon, and Oregon Graduate Institute of Science and Technology.

Will the program involve a new or reorganized administrative unit within the institution?

Yes, because of the unique, inter-institutional nature of the program, it is proposed that an administrative committee with the following membership coordinate the program's operation:

- The academic program director\*
- One representative appointed by the Dean, OSU/Graduate Studies\*
- One representative appointed by the Dean, PSU/Graduate Studies\*
- One representative appointed by the Dean, OSU/COE\*
- One representative appointed by the Dean, PSU/SEAS\*
- One representative from OCATE
- One industrial representative from the OJGSE Manufacturing Engineering Technical Advisory Board

\* must hold academic rank at OSU or PSU

The five academic members of the administrative committee listed above will form an academic committee. For all procedural purposes (admissions, appeals, curricular matters, etc.), this committee will replace the students "home" department at Oregon State University and Portland State University.

Institutional operation will utilize the existing policies and procedures of the Graduate School of the "home" institution as defined in "*Guidelines for Establishing Joint Campus Graduate Programs*" which was established on May 22, 1992. The "home" institution will be selected by the student at the time of admission, and student will subsequently apply for admission to that institution and that institution's Graduate School.

All guidelines for the operation of the program will be taken from the previously referenced "*Guidelines for Establishing Joint Campus Graduate Programs*" except the following:

1. A joint faculty will be formed. This joint faculty will be composed of regular faculty from each campus which will also hold adjunct and graduate appointments on the alternate campus. As such, all joint faculty will hold either a regular or adjunct appointment at both institutions and are subject to all the normal review procedures for appointment at both OSU and PSU.
2. The degree will be awarded jointly by both OSU and PSU.

**Describe the proposed course of study.**

**TOTAL REQUIRED CREDIT--45 credit hours**

**CORE COURSES (30-36) --** Thirty to thirty six credits from a prescribed list of courses emphasizing Analysis, Applied Statistics, Manufacturing Management, Concurrent Engineering, and Management.

**TECHNICAL SPECIALTY (9-15) --** Nine to fifteen credits of graduate technical courses in Mechanical Engineering, Industrial and Manufacturing Engineering, Electrical and Computer Engineering, Engineering Management, or Computer Science.

**FINAL EXAMINATION:** Each graduate will be required to complete a final oral examination of approximately two hours duration. The examination committee will be composed of three faculty, one representing OSU, one representing PSU and the academic program director.

**Delivery of Courses**

All courses in this program will be delivered electronically. The remote (receive) sites will be Oregon State University, Portland State University, OCATE (Beaverton), the Oregon Institute of Technology (OIT) Metro Campus in Clackamas and other sites in Washington, Clackamas and Multnomah counties. Degree candidates in this program may receive up to 100% of these courses by electronic distribution.

**Please indicate the estimated cost of the program for the first four years of its operation.**

Faculty to support this program have already been added to Departments of Industrial and Manufacturing Engineering and Mechanical and the Department of Mechanical Engineering at Portland State University

The supplementary budget OJGSE has approved for this program is shown below. These funds are to be used to facilitate the implementation of this program. Specifically these monies are being used to fund faculty release time to initially prepare courses for TV delivery, additional material costs, such as postage and FAX, and to provide other support such as teaching assistants. A portion of the money being used is to provide additional equipment (specifically computers and software) as required to facilitate delivery of this program.

**OJGSE APPROVED BUDGET**

	<b>Academic Year</b>			
	<u>94-95</u>	<u>95-96</u>	<u>96-97</u>	<u>97-98</u>
Instructional	\$151K	\$154K	\$190K	\$135K
Equipment/Supplies	\$ 40K	\$103K	\$ 80K	\$120K
Total	\$191K	\$256K	\$270K	\$255K

**CURRENT STATUS**

**PSU -** The proposal has been approved at all levels, with the Graduate Council recommending approval in December 1993.

**OSU -** The proposal has been approved at all departmental and college levels. It was approved by the Graduate Council in March 1994. It was approved by the Budget and Fiscal Planning Committee in March 1994. It was approved by the Curriculum Council in March 1994 and recommended to the Faculty Senate.


**AMENDMENT TO THE CONSTITUTION  
OF THE PORTLAND STATE UNIVERSITY FACULTY**

We, the ten undersigned members of the PSU Faculty Senate, present to the PSU Faculty Senate the following **Amendment to the Constitution of the Portland State University Faculty**.

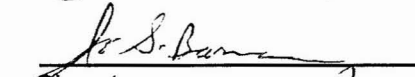
Text to be deleted is ~~struck-out~~. Text to be added is written in ***bold italics***.

**Article II. Membership of the Faculty**

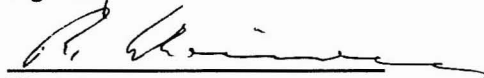
"The Faculty shall consist of the Chancellor, the President of Portland State University, and all persons who hold State Board appointments with the rank of professor, associate professor, assistant professor, or instructor, and whose full-time equivalent is at least fifty percent teaching, research, or administration at Portland State University. Unclassified members of ~~the School of Extended Studies~~ ***Portland State University*** whose full-time equivalent (***as defined by the PSU Budget Office***) is at least fifty percent teaching, research, or administration at Portland State University shall also be included in the faculty regardless of title. The University Faculty reserves the right to elect to membership any person who is employed full-time by the Oregon State System of Higher Education."

  
Signature

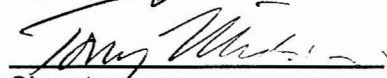
  
Signature


  
Signature

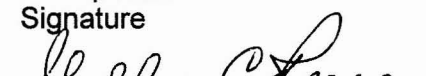
  
Signature

  
Signature

  
Signature

  
Signature

  
Signature

  
Signature

  
Signature