

PSU Committee on Committees (CoC) Annual Report to the Faculty Senate

Prepared by Karen L. Karavanic and Susan Lindsay, Co-Chairs

<i>2018-2019 Membership</i>			
<i>Division</i>	<i>First</i>	<i>Last</i>	<i>Dept</i>
CLAS-AL	Suwako	Watanabe	WLL
CLAS-AL	Isabel	Jaén Portillo	WLL
CLAS-SCI	Drake	Mitchell	PH
CLAS-SCI	Jeanette/Rachel	Palmiter/Webb	MTH/STAT
CLAS-SS	Patricia	Schechter	HST
CLAS-SS	Heejun	Chang	GGR
SBA	Michael	Dimond	SBA
GSE	Candyce	Reynolds	GSE
MCECS	Karen	Karavanic	CMP
COTA	Marie	Florillo	COTA
LIB	Jill	Emery	LIB
SSW	Miranda	Cunningham	SSW
CUPA	Sheila	Martin	USP/IMS
AO	Nick	Matlick	OAA
OI	Susan	Lindsay	IELP
SPH	Lynne	Messer	SCH

I. Committee charge (from PSU Faculty Constitution):

The Committee on Committees is responsible for (1) appointing the members and chairpersons of constitutional committees, (2) making recommendations to the President for numerous committees established by administrative action, and (3) ensuring appropriate divisional representation.

II. Summary of 2018-19 Activities

A. Regular Meetings held

Meetings were held Fall, Winter, and Spring. The CoC divided the committees to be staffed among the committee members, so that one person acted as the main liaison between CoC and each specific committee chair. CoC members spoke with committee chairs to anticipate needs for the 2019-20 academic year where possible. Most of the work occurred upon receipt of the

Faculty Preference Survey in spring quarter, when bulk changes are made to most committees to replace outgoing constitutional committee members. This work continued to early fall.

B. Faculty Preference Survey (FPS)

The Faculty Preference Survey was sent to all faculty, requesting first, second, and third choices for committee appointments. The results were input to a Google Sheet and shared to the entire CoC for use in re-populating the committees.

III. Suggested Minor Constitutional Changes

The CoC co-chairs met with the Steering Committee to discuss proposed minor constitutional changes. There are a number of small changes that fall into two categories: simple updates to reflect changes in names and organization at PSU; and changes to increase the clarity of committee structure, for example addition of a definition of consultant and *ex officio* to standardize across committees, with a clarification of whether each title implies voting privileges. The CoC will submit a detailed list to the Faculty Senate Steering Committee for further consideration.

IV. Suggested New Committees

A. University Research Committee (URC)

Recently, there has been an increased focus on research at Portland State University, with many high quality efforts gaining recognition, and many faculty eager to facilitate the very positive trajectory. Recently interest in undergraduate research across campus lead to formation of an *ad hoc* Committee to expeditiously allow discussion of the important topic. This pointed to a gap in our current set of committees, with no existing committee related to research among the PSU constitutional committees. That insight, together with the importance of research and the growing interest across campus, leads us to propose filling the gap.

The CoC recommends creation of a new Constitutional Committee: The University Research Committee (URC). With *ex officio* (non-voting) members to include the VP and Associate VP of Research, the Stated Purpose should include:

- Conduct an annual survey of the faculty regarding the infrastructure, training and services available to faculty for the conduct of research, including satisfaction, suggestions for improvement, and any obstacles identified by the faculty
- Prepare an annual summary report to the Senate on Ph.D. students across the University, including Department/College, Dissertation title, advisor, and employment if known; and a summary of totals by College/Division
- Evaluate undergraduate research opportunities and outcomes across the University.
- Work with relevant members of the administration to develop ideas and plans to improve and increase research across the University; and to suggest paths forward through challenges.

B. Academic Computing Infrastructure Committee (ACIC)

Concerns raised by members of the administrative ACITAC Committee (*Academic Computing and Information Technologies Advisory Council*) lead CoC Chairs to consider a possible change related to faculty involvement in Academic Computing. The charge for the administrative committee ACITAC in the current Constitution is:

ACITAC provides academic advice, perspectives, and feedback to the Information Technology Advisory Committee (ITAC). The council is charged with providing academic input and feedback on information technology planning, policies and project portfolio.

CoC would like to raise a concern that the current structure of this committee precludes productive and efficient work, and seems not to accomplish the key goal of maintaining open communication between the faculty and the relevant administration. One example is the work to develop a new web site that completely excluded faculty, not just from decision making, but from any consideration in the proposed finished product. A second example is the replacement of D2L, of which many faculty are still unaware as we write this report.

We propose the disbandment of ACITAC.

The CoC recommends creation of a new Constitutional Committee: The Academic Computing Infrastructure Committee (ACIC). With *ex officio* (non-voting) members to include The Chief Information Officer, Associate Chief Information Officers, Chief Information Security Officer, Finance & Ops Associate Director, and the Academic Technology Senior Director, the Stated Purpose should include:

- Conduct and report on an annual survey of the faculty to determine their concerns, challenges, and success with the current PSU Information Technology.
- Report annually to the Faculty Senate.
- Serve as an interface between OIT and the Portland State Faculty, ensuring that faculty are informed, heard, and involved in OIT decisions for the University.

C. Moving Forward

Creation of a new committee requires full discussion with, and consideration by, the Faculty Senate Steering Committee and the Faculty Senate. The proposed new committees require a formal motion, discussion and debate, and approval by the Faculty Senate.