Faculty Senate Monthly Packet October 2003

Portland State University Faculty Senate

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Jun 2, 2003

Minutes, Faculty Senate meeting
TO: Senators and Ex-officio Members to the Senate  
FR: Sarah E. Andrews-Collier, Secretary to the Faculty

The Faculty Senate will hold its regular meeting on October 6, 2003, at 3:00 p.m. in room 53 CH.

AGENDA

A. Roll
*B. Approval of the Minutes of the June 2, 2003, Meeting
C. Announcements and Communications from the Floor
   President’s Report
   Provost’s Report
   Vice President’s Report
D. Unfinished Business
   *1. Academic Requirements Committee Proposal for Latin Honors - Mercer
E. New Business
   *1. Curriculum Committee Program Proposals for the Minor in Native American Studies and the Minor in Film Studies and New Course Proposal
F. Question Period
   1. Questions for Administrators
   2. Questions from the Floor for the Chair
G. Reports from Officers of the Administration and Committees
   *1. Report of the Advisory Committee on Academic Information Technology – Rhodes
   2. Report of the Interinstitutional Faculty Senate Meeting of June 6-7, and October 4, 5, 2003 – Carter
H. Adjournment

The following documents are included with this mailing:
  B Minutes of the Meeting of June 2, 2003
  C Presidential Initiatives
  D1 Proposal for Latin Honors
  E1 Curriculum Committee Course and Program Proposals
  G1 Report of the Advisory Committee on Academic Information Technology

Secretary to the Faculty
andrews@pdx.edu • 341CH • (503)725-4416/Fax5-4499
2003-04 Roster: PSU FACULTY SENATE

****2003-04 FACULTY SENATE
STEERING COMMITTEE ****

Presiding Office: Cynthia Brown
Presiding Officer Pro tem: Dee Thompson
Steering Committee: Janine Allen
Darrell Brown
Richard Wattenberg

& Mary Collins (Comm on Comm Chair) Ex officio

*** 2003-04 PSU FACULTY SENATE ***

All Others
Ketcheson, Kathi
Thompson, Dee
Gregory, Mark
Barham, Mary Ann
Collie, Samuel
Collins, Mary Beth
Wanjala, John
Endress, Wendy
Fornetller, Dan
Hoffman, Agnes

Business Administration
Pfeiffer, William
* Raffo, David (for Bizjak)
Andres, Hayward
Brown, Darrell
Kretovich, Duncan
Gilpatrick, Thomas

Education
O’Connor, Sorca
Temple, Jacqueline
Allen, Janine
Carr, Carolyn
Caskey, Micki

Engineering and Computer Science
Casperson, Lee
Hall, Douglas
Brown, Cynthia
Morris, James
Spolek, Graig
Anderson, Timothy
Meekisho, Lemmy

Extended Studies
Robinson, Rebecca
Cormman, Patricia
Repp, Betty Jean

Fine and Performing Arts
Knights, Clive
Kristof, Jane
Agre-Kitpenhan, Susan
Wattenberg, Richard
Hansen, Bradley

Legal Arts and Sciences
Agorah, E. Kofi
Akante, Jacqueline
Burns, Scott
*A Fischer, William (for St. John)
Haaken, Janice
*Jacob, Greg (for Millner)
*Reed, Stephen (for Liebman)
*Rhee, Ma-Ji (for Perrin)
*Santelmann, Lynn (for Biolsi)
*Weasel, Lisa (for Greco)
Wetzel, Patricia
Butler, Virginia
Duffield, Deborah
Farr, Grant
Hickey, Martha
Johnson, David
King, Mary
Liebman, Robert
*Mandaville, Jon (for K.Brown)
Miller-Jones, Dalton
O’Halloran, Joyce
Walton, Linda
Brower, Barbara
Cummings, Michael
Emeking, Marjorie
Fountain, Robert
George, Linda
Johnson, Daniel
Koch, Roy
Latiolais, Paul
Merrill, Robert
Padin, Jose
Smallman, Shawn

Library
* Hendricks, Arthur (for Hixson)
* Kenreich, Mary Ellen (for Peigah)

Other Instructional
Wollner, Craig
* Dillon, Grace (for Balshem)
Wheeler, Lawrence
Reynolds, Candyce

Social Work
Lehman, Constance
Nissen, Laura (for Friesen)
Nash, James
Brennan, Elieen
Corcoran, Kevin

Urban and Public Affairs
Gelmon, Sherril
Jolin, Annette
Gelles, Erna
*Prince, Tracy (for Michael)
Seltzer, Ethan
Dill, Jennifer
Lawrence, Regina
Howe, Deborah

Interim appointments indicated with asterisk
September 22, 2003
Minutes: Faculty Senate Meeting, June 2, 2003.
Presiding Officer: Sherrill Gelmon
Secretary: Sarah E. Andrews-Collier

Members Present:

New Members Present:

Alternates Present: Bartøn for Knights, Koch for Lall, Holliday for Talbott

Members Absent:
Dillon, Haaken, Hagge, King, Pfeiffer, Philbrick, Prince, Rhee, Shinn, Spolek, St. John.

Ex-officio Members Present:

A. ROLL CALL
B. APPROVAL OF THE MINUTES

The minutes of the meeting of May 5, 2003, were approved as published.

C. ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR

The Graduate Council Report is erroneously labeled. It is item “G-7.”

ELECTION OF OFFICERS OF THE 2003-04 PSU FACULTY SENATE:
Presiding Officer: Cynthia Brown
Presiding Officer Pro Tem: Dee Thompson
Steering Committee: Janine Allen, Darrell Brown, Richard Wattenberg

Minutes of the PSU Faculty Senate Meeting of June 2, 2003
D. UNFINISHED BUSINESS

1. Amendment to the Constitution, Art. IV., Sec. 4, 4), f Library Committee

THE AMENDMENT PASSED by unanimous voice vote.

2. Changes in the Honors Graduation Policies

COLLIE/BURNS MOVED to take the motion off the table.

THE MOTION TO TAKE THE MOTION OFF THE TABLE PASSED by unanimous voice vote.

"Require a minimum of 72 PSU credits to qualify for honors. At least 60 credits must be taken for a differentiated grade. Only PSU credits would be calculated for honors."

MERCER distributed data containing information requested at the previous Senate meeting, including data prepared by OIRP on GPA by school, and urban schools data (attached).

BUTLER noted that 26% is a very generous number of students, and would prefer that honors start with a 3.7 GPA. GELLES noted she agreed with Butler with respect to issues of grade inflation.

HICKEY asked _________

PALMITER noted, with respect to GPAs at PSU that indication of grade inflation varies across programs, and asked if the committee discussed how to balance out the differences. MERCER stated no.

CRESS asked what the criteria were for selecting the other institutions cited in the data. KETCHESON stated they are members of the “urban 13,” some of who are comparators, and some are not.

SELTZER asked if honors could be determined by taking a percentage of the graduates rather than using GPA. MERCER noted that the Registrar would have to wait until after the fact to determine where the cutoff would be. PALMITER asked if we would be left with the same problem anyway?

THE MOTION PASSED by majority voice vote.

E. NEW BUSINESS

1. Curriculum Committee Course and Program Proposals
ELTETO introduced the proposals.

HILLMAN/WETZEL MOVED THE SENATE APPROVE College of Arts & Sciences new courses in “E-1”, except PHIL 314, for which there is no course description.

THE MOTION PASSED by unanimous voice vote.

AGORSAH MOVED THE SENATE APPROVE College of Arts & Sciences course changes in “E-1.”

THE MOTION PASSED by unanimous voice vote.

BURNS/ MOVED College of Arts & Sciences program changes in “E-1.”

THE MOTION PASSED by unanimous voice vote.

BARHAM/HILLMAN MOVED School of Fine & Performing Arts new course proposal in “E-1”.

THE MOTION PASSED by unanimous voice vote.

2. Graduate Council Course and Program Proposals

KOCH introduced the proposals.

KOCH/BLEILER MOVED THE SENATE APPROVE School of Business Administration courses and program proposals in “E-2.”

MILLER-JONES asked KOCH noted it is a new track in the program and it is a self-support program.

THE MOTION TO APPROVE PASSED by unanimous voice vote.

KOCH/BURNS MOVED THE SENATE APPROVE the M.S. (Economics) in Energy and Environmental Economics in “E-2.”

THE MOTION TO APPROVE PASSED by unanimous voice vote.

KOCH/AMES MOVED THE SENATE APPROVE the Ph.D. in Applied Psychology in “E-2.”

REDER asked if the PhD in Psychology/Systems Sciences would be subsumed by this program. KOCH yielded to KAUFFMAN who stated that this degree would basically replace that one. MILLER-JONES stated that there is still the
possibility of a Systems Science focus. REDER asked what would happen to students currently in the old Ph.D. program? KAUFFMAN stated they would be given a choice of which degree to complete.

BLEILER asked, with respect to allied area studies, internal to the department, LUCKETT asked who approves this degree after the Senate. TETREAU'T noted the program would be forwarded to the Academic Council. The Chancellor has indicated his approval will be pro forma.

SPOLEK asked if there was funding for the new position listed in the report. KOCH noted that the position is not critical to the program.

THE MOTION TO APPROVE PASSED by unanimous voice vote.

KOCH/WOLLNER MOVED THE SENATE APPROVE College of Liberal Arts and Sciences course proposals in “E-2.”

THE MOTION TO APPROVE PASSED by unanimous voice vote.

KOCH/HALVORSON MOVED THE SENATE APPROVE Graduate School of Education certificate change in “E-2.”

Provost’s Report

The Provost reported after G.10. (attached)

F. QUESTION PERIOD

There were no questions.

G. REPORTS FROM THE OFFICERS OF ADMINISTRATION AND COMMITTEES

Report of the Vice President for Development

WITHERS have submitted his resignation to head the newly created Children’s Institute.

1. Advisory Council Annual Report

CARTER presented the report for the committee, noting that in addition to the printed report, he has forwarded a memorandum to the Steering Committee regarding the matter of Faculty Role in Hiring.

Minutes of the PSU Faculty Senate Meeting of June 2, 2003
The Presiding Officer accepted the report for the Senate.

2. Budget Committee Annual Report

ENNEKING presented the report for the committee.

The Presiding Officer accepted the report for the Senate.

3. Committee on Committees Annual Report

WANG presented the report for the committee, noting that in addition to the membership listed on the report, Annette Jolin represented the CUPA caucus.

The Presiding Officer accepted the report for the Senate.

4. Curriculum Committee Annual Report

ELTETO presented the report for the committee, noting that the Native American Studies Minor, although mentioned in the report, will not be forwarded to the Senate for approval until the October 2003 meeting. The Film Studies Minor, also mentioned in the report, will be proposed at that meeting as well.

The Presiding Officer accepted the report for the Senate.

5. Educational Policies Committee

LATIOLAIS presented the report for the committee (attached). He noted that committee discussions this spring were primarily around the issue of Markers for the Baccalaureate. Not in report is a recommendation to the Steering Committee that there be a Faculty Senate discussion of the issue in the fall.

The Presiding Officer accepted the report for the Senate.

6. Faculty Development Committee Annual Report

KETCHESON presented the report for the committee, including in her report amendments to the Travel Awards list. [Final copies of the reports, 9/16/03, are attached].

The Presiding Officer accepted the report for the Senate.

**NOTE: THERE IS NO TRANSCRIPT OF THE MEETING FROM THIS POINT.**

7. Graduate Council Annual Report
KOCH presented the report (attached).

The Presiding Officer accepted the report for the Senate.

8. Intercollegiate Athletic Committee Annual Report

BURNS presented the report for the committee.

BUTLER asked how many years of deficit will it take before we rethink our priorities; academic departments don’t get the kind of exceptions given to Athletics. BURNS noted that the Senate commented on income imbalances two years ago and this continues to be a committee concern.

RUTER noted that the data is not accurate with respect to graduation rates. RUETER continued, that when the student declares the major influences the data.

MILLER-JONES noted that student athletes are penalized by holding back their declaration of major, especially students of color, in that they don’t do as well if the major department is not tracking them. BURNS replied that he would recommend this to be the first item for the committee’s agenda in the fall.

WATTENBERG noted, regarding the two-thirds undeclared, that _______ BURNS noted that the data is missing.

SHUSTERMAN/O’HALLORAN MOVED the Senate reject the PR brochure as part of the committee’s report, as it is inaccurate.

THE MOTION PASSED by 36 in favor, 18 against, 7 abstentions.

The Presiding Officer accepted the remainder of the report for the Senate.

9. Report of the President’s Ad Hoc Committee for Budget and Priorities

JOHNSON reported after E.2. The committee completed deliberations after public hearings and gathering of information from their email list serve. However it is still premature to discuss the budget as it turns on state appropriations. The committee proceeded with the best estimate available and according to these criteria: 1) don’t declare exigency; 2) avoid across the boards cuts, where possible; and, 3) Reductions should be recommended in relation to the growth and development of PSU in order to maintain positive momentum. The report will be forwarded to President Bernstine on Wednesday.

The Presiding Officer accepted the report for the Senate.

10. Scholastic Standards Committee

Minutes of the PSU Faculty Senate Meeting of June 2, 2003
MacCORMACK presented the report for the committee.

The Presiding Office accepted the report for the Senate.

H. ADJOURNMENT

The meeting was adjourned at 5:06 p.m., concluding the 2002-03 PSU Faculty Senate.
Vision, Values, Priorities and Action Steps
The PSU Planning Committee's work over the last year culminated in statements of vision, values and priorities which were approved by the Council of Academic Deans (CADS) Plus, the Faculty Senate and the Executive Committee. Following the approval of the statements by President Bernstine, a printed version has been produced to share with the campus and our communities. A sub-group of the Committee has subsequently drafted action steps to accompany the seven priorities. Following approval by the CADS Plus and the Executive Committee members, it is anticipated that discussions of the steps and their implementation will be taken to the departments beginning this fall.

Support for Faculty Vitality
I am committed to ensuring that faculty across the length of their careers flourish and feel that PSU is a good place to live and work. As some of you know, I regularly have informal gatherings with faculty to hear what is on your minds. These gatherings are very valuable to me because they provide a window on how faculty members in the various ranks are faring in terms of the multiple things we ask of you--teaching, research and service. I've heard frequently about increases in class size and of the need for more infrastructure support for research, also a major finding of the faculty focus groups.

The planning activities I spoke of resulted in seven priorities, the first being the attraction and retention of a "faculty of distinction." One of the action steps associated with that priority is the need to assess current practices and resources that support faculty success throughout the university and increase support where needed to ensure faculty vitality. This summer I will be working with deans and vice provosts to begin that assessment. While we must work within the limits of our current budget situation, we need to do what we can to support the faculty and staff who are key to offering a high quality educational experience to our students.

Related to support, the recent travel limitations placed on state institutions by the governor have highlighted the need for us to explore ways to better ensure travel support for faculty, especially those who are building a scholarly record for promotion and tenure. I made some modest PSU Foundation funding available to junior faculty this spring who had travel involving a peer-reviewed paper and absorbed significant out-of-pocket expenses because their departments do not have sufficient resources.

The severity of this budget cycle will also require that we work together to promote student learning, increase faculty vitality and cut costs. As you will see on the attached Course Redesign Project summary, a number of departments are experimenting with how to do this. It is my firm conviction that this work needs to continue to be generated from the faculty in their departments. Because of this conviction, the sub-group of the Planning Committee proposed a priority: "Continue to develop departmental pilot projects (curricular redesign) for implementation over the next 2-5 years and agree on appropriate criteria for quality."

PSU Faculty Senate Meeting
June 2, 2003
Enrollment Management
Over the last year, the Senior Executive Enrollment Management Team (SEEMT) has continued work on the development of enrollment priorities and policies that are consistent with the University's mission and commitment to student success. The group produced "A Proposal for Educating Oregon's Population Center." Recommendations from the proposal were given to the Enrollment Management Implementation Group (EMIG) to begin working with appropriate units and individuals to respond to, critique, and recommend implementation strategies that complement the SEEMT's proposal. The result of this extensive work was organized into subcommittees focused on recruitment and retention, diversity, international students, and graduate education. Their recommendations are contained in a preliminary report which EMIG will prioritize as part of a draft implementation plan to be reviewed by SEEMT. EMIG's work has been valuable because they have raised critical questions about each of SEEMT's proposed goals. For example, the "Report on Projected Growth in Graduate Programs" raises questions about the capacity of present graduate programs and the need for additional programs.

Enhancing Research
To follow up on issues that surfaced in last spring's faculty focus groups concerning research infrastructure and support, I have been working with the CADs Plus to assess current infrastructure and support. To assist them, I asked Ron Henry, Provost and Vice President for Academic Affairs at Georgia State University, to serve as a consultant. The following are ongoing:

- CADs Plus members are considering Dr. Henry's recommendations.
- A research funding proposal by William Feyerherm, Vice Provost for Graduate Studies and Research, is being reviewed for its feasibility and application at PSU.
- CADs Plus is developing a list of research areas that have greatest potential for new investment.

BEST—Business, Engineering, Science and Technology
I proposed that the institution should work more strategically to ensure that there are clearer connections between research and economic development, enhanced leadership capacity by the University on initiatives at system-wide, state-wide, and national initiatives, and increased collaboration among the activities of Academic Affairs, the other vice presidential areas and the president. Discussions of the proposal resulted in the concept of an Engineering and Science Council composed of selected deans, chairs, faculty and external members. The Council, with leadership from Don McClave, Special Assistant to the President, will assist in the guidance, coordination and oversight of the development of engineering/science strategies and programs at PSU that build upon the strengths and interests of our faculty. The objectives are to:

- Ensure that related areas of PSU are engaged in the development of a comprehensive, multidisciplinary strategy for the University.
- Engage the business community in the development and implementation of PSU's strategy.
- Determine the most productive and beneficial ways for PSU to collaborate with other universities/research entities.

PSU Faculty Senate Meeting
June 2, 2003
The Course Redesign Project

With burgeoning enrollment, increased focus on assessment of student learning, and reduced funding for academic programming, Portland State University decided to experiment with new ways to offer courses and programs in 2000. This initial work, funded by the provost, positioned us well to receive a grant from the PEW Charitable Trust in 2001 to further examine course redesign. The Course Redesign Project has three primary goals:

- Increase student learning
- Promote faculty vitality
- Decrease the costs of instruction

Selected academic departments were asked to take a fresh look at their curriculum, define their academic objectives and means for assessing student learning, and experiment with the design of new instructional delivery modes. Questions considered in the redesign process were:

- What do we want students to know and be able to do?
- How do we assess student progress toward achieving these goals?
- What do faculty members do "best" and what "should" faculty be doing with students?
- When can students learn in groups or in the community without a professor?
- How can new technologies be used in the service of student learning?

The most promising proposals received development funds to undertake course redesign.

As a result of course redesign, faculty are:

- restructuring their work to maximize essential faculty-student interaction,
- integrating new technologies where appropriate into the student learning process,
- and enhancing student learning through peer interaction.

What We Are Learning From Course Redesign

These new ways of offering instruction seem to be most effective with high demand introductory courses, where faculty bring students to mastery of materials or skills. This is particularly instructive because as few as 1% of all university courses, which are often introductory courses, produce 25-50% of all credit hours. At PSU, 50 courses generate about 25% of our total undergraduate credit hours (>100,000 credit hours). Effective redesign of these courses provides maximum benefit – increased student learning and decreased cost per student.

Example: The Department of Foreign Languages & Literatures focused first on introductory Spanish and is now working on second year Spanish. Features of this redesign include computerized placement tests, competency-based learning, and a mixed model of on-line and in-class instruction. Placement tests have improved placement of students, bettered the distribution of abilities within classes, and yielded fewer drops per section. Course redesign has increased student credit hour production per section, the department is now able to serve 83% more students with a cost increase
of 35%. Increased student learning is demonstrated by improved oral achievement, an increase in mean course grades from 80.3% to 83.7%, and increased student satisfaction. Class time is more effective because active learning, such as speaking, takes place in class, and passive learning, such as reading and grammar drill, can be done on-line. Other departments that are redesigning introductory courses are Computer Science and Mathematics.

Course redesign can accompany a revision of a department's curriculum, simultaneously improving the quality of the program while reducing costs.

**Example:** The Graphic Design program in the Department of Art, faced with an enrollment increase of nearly 30% in the last five years, limited facilities, and reduced funding, has completely revised its curriculum with two goals in mind: first, to increase the quality and relevance of the curriculum with regard to the current marketplace and professional competencies of graduates, and second, to increase program efficiency through improved student advising and access to courses. Changing the introductory computer graphics course to a lecture/lab/studio structure conserves faculty time by gathering all cohort students into one lecture per week, using peer mentors to assist in labs, and freeing faculty to focus on theory and student development of creative skills. This reduces the cost of the course, increases consistency, and provides a model to test in terms of student learning. Instituting a portfolio review for 2nd-year students assesses their strengths and weaknesses, allowing students to address weak areas before entry into upper-division courses. This increases student success as well as the quality of the work. Faculty members already note that students learn basic skills and concepts earlier in the term, resulting in end-of-term work of higher quality. And transfer students have a clearer path of entry to this program. Accompanying changes include a new web-site that houses centers for student advising, study resources, technical skill development, and portfolio development. This site provides students with improved access to program and career advising resources, improved communication with faculty, and constant access to comprehensive and detailed learning resources.

The development of effective web sites for courses and programs can reduce "seat time" in class, allow more time for critical faculty-student interactions, and result in more efficient room usage through alternative scheduling.

**Examples:** PSU's Masters in Social Work program developed web-based content centers in key curricular areas: field education, history and policy, generalist and advanced social work practice, and child welfare. The Social Work manual is available on the web and no longer printed, resulting in cost savings. Savings have also occurred with the creation of FAQ pages giving faculty more time for other course content. Future savings should materialize from reduced seat-time for students by developing an on-line supplement for basic sequences required of all students. Faculty in Psychology, too, have developed a web page to support selected courses. This page contains all of the basic instructional materials (e.g., course notes, assignments, policies, study guides). A preliminary version of the on-line lab was developed and tested with students during the 2002 fall term. The on-line laboratory generates savings as it frees up space that can be used to schedule other classes. Faculty expect this to reduce seat-time in the courses that it accompanies and to improve the quality of student work. Creative thinking about course redesign has led to alternative scheduling as well. The department offered a 5-day course that met the week prior to the beginning of the quarter. It also offers some weekend courses. Such scheduling maximizes the use of classrooms.

*For further information contact Mary Kay Tetreault, Provost, tetreaultmk@pdx.edu or Donna Bergh, (503) 725-5256.  5/13//03*
### PSU Faculty Senate Meeting

**June 2, 2003**

**Fall Term 2002 Awards**

<table>
<thead>
<tr>
<th>LAST</th>
<th>FIRST</th>
<th>CONFERENCE</th>
<th>AWARD</th>
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<tr>
<td>Ambrus</td>
<td>John</td>
<td>2002 Association of Cuban Linguistic Conference</td>
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<tr>
<td>Alcofin</td>
<td>Dean</td>
<td>American Geophysical Union 2002 Fall Meeting</td>
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<tr>
<td>Bouchard</td>
<td>Donna</td>
<td>American Speech Language and Hearing Association National Convention</td>
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<td>Broder</td>
<td>Barbara</td>
<td>International Year of the Mountain Conference of Mountain Women</td>
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<td>Cynthia</td>
<td>Society for Risk Analysis Conference</td>
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<td>Danielson</td>
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<td>Dufu</td>
<td>Delcie</td>
<td>Secondary Adaptation of Teratogens to Life in Water Conference</td>
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<td>Fisher</td>
<td>Claudine</td>
<td>Pacific Ancient and Modern Language Association Conference</td>
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<td>Michelle</td>
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<td>Gage</td>
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<td>Ema</td>
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<td>Gibson</td>
<td>Karen</td>
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<td>Mchale</td>
<td>James</td>
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<td>33rd Annual National Meeting of The Decisions Sciences Institute</td>
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<td>Sellinmell</td>
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**Winter Term 2003 Awards**

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<td>Michael</td>
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<td>Jeffrey</td>
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<td>Darnell</td>
<td>Grant</td>
<td>International Association of Jazz Educators Conference</td>
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<td>Amy</td>
<td>Greenstadt</td>
<td>Renaissance Society of America Conference</td>
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<td>Leslie</td>
<td>Hammer</td>
<td>APANISHE Work, Stress, and Health Conference</td>
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<td>Thomas</td>
<td>Harvey</td>
<td>Association of American Geographers Annual Meeting</td>
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<tr>
<td>Carol</td>
<td>Holdi</td>
<td>Pacific Sociological Association Annual Meeting</td>
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<tr>
<td>Regina</td>
<td>Lawrence</td>
<td>Western Political Science Association Annual Meeting</td>
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<td>Anna</td>
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**Spring Term 2003 Awards**

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<td>Goldman</td>
<td>Shemi</td>
<td>European Forum on Quality Improvement in Health Care</td>
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<td>Hines</td>
<td>Maude</td>
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<td>International Confederation of Associations for Pluralism in Economics</td>
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<td>Miller</td>
<td>Pamela</td>
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<td>Cynthia</td>
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<td>UNESCO 2003 Conference on Intercultural Education</td>
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**Summer Term 2003 Awards**

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<td>Corbett</td>
<td>Jack</td>
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<td>Dillon</td>
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<td>Katschke</td>
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<td>Kieses</td>
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<td>American Marketing Association Summer Educators' Conference</td>
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<td>Mayer</td>
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<td>International Medieval Congress</td>
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<td>American Political Association: Division of Peace, Conflict and Violence Conference</td>
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<td>Trustilfo</td>
<td>Donald</td>
<td>Academy of Management Conference</td>
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<td>Tran</td>
<td>Douglas</td>
<td>The XIII Acme International Conference on Pacific Rim Management</td>
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<td>Walton</td>
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**Total Awards**

$40,000.00

**FDC2kxk**

**9.16.03**
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<td>Pilot Test of a Group Intervention for Families at Risk of Child Neglect</td>
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<td>Lotus Blossoms, Dragon Ladies, and Model Minorities: Cultural Representations of Asian American Women, Gender, and Sexuality</td>
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SND03
Presidential Initiatives’ Accomplishments 1999-2003

The four Presidential Initiatives (beginning in 1999) and Action Councils’ progress and achievements are listed below.

The Diversity Initiative: One of the Diversity Action Council’s initial responsibilities was to design a Diversity Action Plan and to offer support and/or to engage the campus in the goals and activities articulated in the Plan. Listed below are a few of PSU’s accomplishments in this area during the last four years:

- Created a Diversity Action Plan with four detailed matrices.
- Increased the percentage of diverse faculty from 6% to 13%.
- Implemented a successful Focus on Diversity series (since 1991).
- Created a successful “Diversity Hiring Resource Team.”
- Created a Faculty-in-Residence position.
- Created a Diversity Liaison Network with representatives from nearly every unit across campus.
- Created “Connections”: A monthly gathering for faculty and staff of color.
- Furthered efforts to more deeply integrate diversity across the curriculum.
- Created and disseminated a quarterly Diversity Initiative Newsletter.

Student Advising Initiative: The Student Advising Implementation Team’s goal is to assist the total intake undergraduate advising model recommended by the Action Council. Accomplishments within this area include:

- Increased student and faculty participation in student orientation.
- Assisted departments in developing undergraduate advising plans.
- Designed and disseminated an Undergraduate Advising Handbook.
- Integrating information on the new advising model into all student orientations.
- Created an advising website using the materials in the Advising Handbook and additional advising appropriate information, including links to departmental advising plans.
- Created an on-going series of workshops for undergraduate advisers.
- Began assessment of undergraduate advising initiative.

Assessment Initiative: The Assessment Initiative is focused on Student Learning Assessment in the long term and Accreditation in the short term. The following Assessment accomplishments bode well for continued institutionalization of the Student Learning Assessment activities:

- Created a faculty in residence for assessment position.
- Created a graduate student assessment course.
- Designed a model for supporting departmental assessment activities.
- Created a consistent assessment model that guides departmental assessment activities.
- Delivered annual assessment symposia.
- Connected Student Learning Assessment activities with Program Review.
- Disseminated PSU’s assessment activities nationally.

Internationalization Initiative: The Internationalization Action Council focuses on internationalizing the composition and curriculum of the campus and enhances international opportunities available to faculty, staff and students. In efforts to achieve these outcomes, the following activities highlight some of the Internationalization accomplishments:

- Created an Internationalization Action Council, as an outgrowth of the Internationalization Task Force.
- Connected past Portland Peace Corps volunteers with the Internationalization Initiative.
- Completed the Internationalization Blue Print.
- Funded multiple faculty and student internationalization mini-grants.
- Connected PSU with the AASCU’s Globalization Action Plan (GAP).
- Collaborated with ACE on the “Global Learning for All” activities.
### 2001-2002 Bachelor's Degrees Granted by GPA by Institutional Hours

#### INSTITUTIONAL HRS

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<td>3.85 or above</td>
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#### INSTITUTIONAL HRS

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#### INSTITUTIONAL HRS

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<td>U/Missouri St. Louis</td>
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<td>Purdue (IUPUI)</td>
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<td>U/Colorado; Colorado Springs</td>
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<td>U/Missouri at Kansas City***</td>
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<td>67.5</td>
</tr>
</tbody>
</table>

**Combined**

| SW Missouri State****                 | 30            | 90        |

- *IUPUI bases their honors on the top 10 percent of graduates*
- **Missouri Saint Louis counts only their own if the student has a sufficient GPA from St. Louis. If not, they’ll count in all work from State University System***
- ***U/Missouri at Kansas City is introducing Latin honors in the next year***

*PSU Faculty Senate Meeting*
*June 2, 2003*
May 12, 2003

To: PSU Faculty Senate
From: University Budget Committee

Faculty:
Eugene A. Enneking (MTH&STAT) Chair
Judy Anderson (LIBW)
Kristine Baggett (CLAS)
L. Rudy Barton (ARCH)
Erik Bodegom (PHY)
David Burgess (OIRP)
W. Robert Daasch (ECE)
Grant Farr (SOC)

Dean Frost (PSY)
Georg Grathoff (GEOL)
Steve Harmon (XS-SS)
Duncan Kretovich (SBA)
Carol Mack (ED)
Kristie Nelson/Lisa Vuksich (SSW)
Ronald Tammen (SOG)

Students:
Tracy Earll
Polly Berge

Consultants:
Mary Kay Tetreault, Provost, OAA
Mike Driscoll, V-Provost, OAA
Kathi Ketcheson, OIRP

Jay Kenton, Vice President, FADM
Cathy Dyck, Assoc V-President, FADM

Subject: Annual Committee Report to Faculty Senate

First of all the University Budget Committee would like to thank the Administration for all of its briefings and the information provided to the committee during its regular meetings.

I. Budget review process

The University Budget Committee normal review of budgetary proposals for the next academic year has been primarily assumed by the special Budget and Priority committee-deliberations which are still ongoing. The University Budget Committee considered parallel issues which also fed into B&P committee deliberations. See categories listed below.
II. Enrollment growth

It has been estimated that enrollment at PSU could continue to grow from the current level of approximately 22,000 to 35,000 in 10 years. To support and diversify that growth, steps are being taken to build residence halls and attract increasing numbers of non-resident and international students. The current balance of undergraduate to graduate students is about 73% to 27%. A proposed target is two thirds undergraduate (23,000) and one third graduates (12,000) by 2012. A projection of expenses required to grow to that size with growth continuing as patterns in the past is as indicated in the following chart.

These projections do not include considerations of support and classified staff, office space, classroom space requirements, and other physical plant requirements to accommodate that growth. Projections are based only on patterns from the past which do reflect some of these growth related issues.

A trend of expenses per 3-term adjusted FTE is displayed in the following chart. 3-term adj FTE from 1990-91 to 2001-02 is 3-term SCH divided by 45 for all undergraduates; SCH/36 for Master's and Post-Baccalaureates, Graduate, and Non-admitted Graduate students; and SCH/27 for Doctoral students. Trend will likely be impacted by budget cuts in the near short term.
Projecting growth from about 6,000 graduate students currently to 12,000 (8,000 masters and 4,000 PhD level) in ten years will require an increase rate of 7.2% in graduate student enrollment each year. Growth at that rate will require considerably more graduate programs than we currently have. Graduate programs will require tenure-track faculty and supported graduate students all with greater funding requirements. Unless cap on OUS RAM model funding for graduate students is lifted, and indications are that State funding will decrease overall, it is inevitable that graduate programs will have to become highly supplemented with non-State funds either via grants or some other new revenue stream. Intentional long-term planning will be critical.

III. Differential tuition

An analysis of tuition revenue generation and program costs for 1999-00 and 2001-02 was considered. The analysis included RAM model funding and tuition allocated to programs with the goal of assessing relative standings of program costs and revenue generation by academic departments or schools and colleges. Of particular note on the revenue side is the fact that, generally speaking, programs in the lower RAM model matrix cell values produce typically 40% to 50% of revenue from the RAM model and typically 50% to 60% of revenue directly from tuition. On the other hand more expensive programs with higher RAM model matrix cell values produces 55% to 60% of their revenue from the RAM model and 40% to 45% of their revenue from tuition. The RAM model is a differential tuition based funding model while tuition paid directly to the institution is not. Some programs have course or resource fees which act in some ways as an alternative to differential tuition.
One model toward differential tuition is that differential tuition would follow the major declaration. Thus a student majoring in a “higher cost” program would pay the higher tuition for all their courses including courses outside the major. If the higher cost program were to have higher tuition for its own prefix courses this would be closer to what are now course or resource fees. Some discussion ensued around a differential tuition concept for graduate programs. No specific recommendation was put forward at this time. The committee recommends that this matter be continued to be considered as program costs and tuition revenue generation are reviewed.

III. Initiatives.

The following initiatives are identified for University consideration, several of which were first proposed by the 2001-02 University Budget Committee. They are raised in order to find ways to reach beyond immediate budget crisis and help create or build a foundation to improve long-term financial stability for the University. These include both external initiatives (legislature, metropolitan community, and other higher education institutions) and internal initiatives (within purview of Portland State University). The current Budget Committee continues to urge consideration of these initiatives.

a) External Initiatives
   - Pursue through the Legislature additional sources of tax revenue.
   - Pursue institutional autonomy for PSU including a separate urban area governing board.
   - Continue consideration of joint programs, consolidation or merger of PSU and OHSU.
   - Consider differential tuition rates according to program cost and market demand.
   - Review tuition rates and tuition plateaus and pursue independent institutional authority in setting rates. (Matter is currently under consideration and a proposal is being submitted to OUS at the time this is written.)

b) Internal Initiatives
   - Continue incorporation of Summer Session into regular operation of Schools and Colleges as a fourth term.
   - Continue work of Enrollment Management work groups. Of particular note to budget committee is the development of funding as growth is managed toward 35,000 students in 10 years.
   - Establish formal goals for expenditures as a percentage of State vs non-State funds. Create a target such as 60% State and 40% non-State.
   - Pursue Graduate Studies proposal for building research capacity, research centers, and research infrastructure via bonding.
   - Create a set of agreed upon program measures, both quantitative and qualitative, that can be used in program development/reductions as pertinent at the time.
IV. A look to the future

The University has made several, incremental, budget cuts responding to budget cut requests in a relative short period of time. We recommend that a review be done of collective cuts over the last five years as a baseline component to be included in longer term planning decisions into the future. A larger, long-term strategy that focuses on middle and long-range initiatives would assess programmatic impacts from recent past and incorporate those impacts into the planning process. Included within this review would be a development of a set of quantitative (enrollment related, cost, revenue, efficiency, etc. measures) and quality (program review, national recognition, etc.) measures (many of which already exist) which can be “pulled from the shelf” for budgetary review, program enhancement or program reduction in a timely way.
Report of the Educational Policy Committee
to the Faculty Senate
Prepared by M. Paul Latiolais, Chair

Committee: Judy Andrews, Jacqueline Arante, Mary Ann Barham, Barbara Brower, Darrell Brown, Gina Greco, Karen Karavanic, M. Paul Latiolais (Chair), Brian Lynch, Barry Messer, Judy Patton, Barbara Sestak, Danelle Stevens

In accordance with the Faculty Governance Guide, the charge of the Educational Policy Committee (EPC) is to:

"advise the Faculty Senate and the President on educational policies and planning for the University.... The Committee shall:

1) Serve as the faculty advisory body to the President and to the Faculty Senate on matters of educational policy and planning for the University.
2) Take notice of developments leading to such changes on its own initiative, with appropriate consultation with other interested faculty committees, and with timely report or recommendation to the Faculty Senate.
3) Receive and consider proposals from appropriate administrative officers or faculty committees for the establishment, abolition, or major alteration of the structure or educational function of departments, distinct programs, interdisciplinary programs, schools, colleges, or other significant academic entities.
4) In consultation with the appropriate Faculty committees, recommend long-range plans and priorities for the achievement of the mission of the University.
5) Undertake matters falling within its competence on either its own initiative or by referral from the President, faculty committees, or the Faculty Senate."

The EPC was first constituted in March 2003. The Faculty Senate Steering Committee asked the EPC to consider the following two issues:

1. Markers for the undergraduate degree
2. Issues relating to dual listed 400/500 courses

Although the committee would have liked to also “take notice of developments leading to such changes on its own initiative” time constraints made that unfeasible this academic year. The committee did discuss its general charge. There was sentiment that the EPC should actively pursue the identification of issues it should address relating to educational policies whether or not they have been specifically identified by the Faculty Senate or the administration.

With respect to the issue of markers, the Vice Provost for Curriculum and Undergraduate Studies, Terry Rhodes, asked the EPC to:

i. “Recommend an initial set of markers to the Senate for adoption”
ii. “Recommend a process for implementing the markers”
iii. “Present recommendations to the Senate Steering Committee for consideration by the faculty senate.”

In its attempted to address the above charge with respect to the markers, the EPC discovered that it first needed a definition to guide it in the process. The EPC submits the following definition.

June 1, 2003
Definition: A *marker* is a generalized skill or an attribute that the Portland State University faculty has identified as a characteristic that describes what we hope our baccalaureate students are able to acquire by graduation.

The term “marker” was considered by many on the committee to not be an effective moniker for this idea, but no one was able to suggest a suitable replacement term. The EPC did not reach consensus on how to proceed from this definition. Some EPC members felt strongly that the faculty should not proceed with “implementation” of markers until a more encompassing discussion occurs as to whether having markers is beneficial to the university. The majority of the faculty felt that such a discussion can be ongoing as the committee collects data relating to markers and that the collection of data will help facilitate more meaningful conversation.

A preliminary set of markers was received by the EPC as part of its initial charge (Ref: http://portfolio.pdx.edu/Portfolio/Teaching_Learning/UnderGrad_Learning_Goals/Learning_Markers/Markers). The final set of markers will offer a uniform articulation of what our graduates are expected to have learned based on an identification of learning objectives as currently being assessed and articulated by the various teaching units on campus. Some faculty on the committee felt that the markers should be more than that. In particular, they felt that markers should address what learning objectives the faculty as a whole would like students to have attained. The majority of the committee felt that by trying to articulate what the student learning objectives implicitly are currently, we can engender the conversation about what they should be. The EPC unanimously agreed that the preliminary set of markers are not a set that has had sufficient overall faculty discussion to be considered as “coming from” the faculty in any meaningful way. The EPC suggests that we address this issue (and item ii. of Dr. Rhodes request) in the following way:

*Development and Assessment of Markers:* Assuming no extra funds, the data collected to develop and measure markers will be part of current ongoing assessment efforts. Markers will not be independently defined or measured, nor will departments be asked to measure markers. Initial matching of the preliminary set of markers to departmental student performance objectives has told us that markers as currently understood are being addressed across campus and data is being collected that may be used to measure most, if not all objectives relating to markers. The EPC can use this data to define a set of markers that reflect the learning objectives of the majors, general education and the degree requirements. The EPC can prepare an annual report on some (we anticipate 3-5) markers each year, with the support of the current Assessment Initiative. A more aggressive assessment of university “outcomes” in relation to markers would require additional resources.

*Future EPC Annual Reports on Markers:* Said report to the faculty senate would include conclusions about what level of skill our graduates have attained on specifically identified areas relating to markers, recommendations as to what (if any) action the Senate should take with respect to this data, recommendations of how to re-articulate these and/or other markers, and recommendations as to what areas to address in the future.

*Initial List of Markers:* (item i. of Dr. Rhodes’ request) It is premature for this committee to recommend changes to the preliminary set of markers other than minor editorial additions. As set out to in the *Refinement and Assessment of the Markers* paragraph, they are an adequate tool to begin the process for establishing markers that reflect the learning objectives of the Majors, general education and degree requirements at Portland State University.
Issues relating to dual listed 400/500 courses. The committee discussed the various problems that some units have when graduate students take a course along side undergraduates. It was clear that these issues are discipline specific and no general policy by the university could address them. Indeed, attempting to create a uniform policy within one department to address student problems in one program would hinder students in another program.

EPC Charge for 2003-04: The EPC recommends that assessment outcomes be collected on three specific areas relating to markers next year: written communication, oral communication and quantitative literacy. Written and oral communication were chosen as it was generally agreed these are important areas for student success. Quantitative literacy was generally agreed to be more problematic, but also an important area of educational policy that needed addressing. Part of the charge for 2003-04 would include articulating markers to reflect learning objectives for PSU graduates in those areas as implied by current ongoing assessment activities. The committee may wish to address the articulation of other markers, time and resources permitting.
May 21, 2002

MEMORANDUM

To: Faculty Senate

From: Roy Koch, Chair Faculty Senate

Re: Interim annual report from the Graduate Council

Following is the annual report from the Graduate Council for the 2002-03 academic year. The report covers the period from January through June 2003 as this is the transitional year of Graduate Council from a calendar year to an academic year committee.

The Graduate Council is composed of the following members:

<table>
<thead>
<tr>
<th>MEMBER</th>
<th>Year served</th>
<th>Academic unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Andrews-Collier</td>
<td>02</td>
<td>FPA</td>
</tr>
<tr>
<td>Michael Bowman</td>
<td>01-02</td>
<td>LIB</td>
</tr>
<tr>
<td>Harold Briggs</td>
<td>01-02</td>
<td>SW</td>
</tr>
<tr>
<td>Sue Danielson</td>
<td>02</td>
<td>CLAS</td>
</tr>
<tr>
<td>Sherwin Davidson</td>
<td>02</td>
<td>CLAS</td>
</tr>
<tr>
<td>Stan Hillman</td>
<td>02</td>
<td>CLAS</td>
</tr>
<tr>
<td>Agnes Hoffman (resigned)</td>
<td>02</td>
<td>AOF</td>
</tr>
<tr>
<td>Roy Koch</td>
<td>01-02</td>
<td>CLAS</td>
</tr>
<tr>
<td>Thomas Luba</td>
<td>02</td>
<td>XS</td>
</tr>
<tr>
<td>Herm Migliore</td>
<td>01-02</td>
<td>ENGR</td>
</tr>
<tr>
<td>Gerard Mildner</td>
<td>01-02</td>
<td>UPA</td>
</tr>
<tr>
<td>Jeanette Palmeter</td>
<td>02</td>
<td>CLAS</td>
</tr>
<tr>
<td>Donna Philbrick (SAB WSp)</td>
<td>02</td>
<td>SBA</td>
</tr>
<tr>
<td>Wayne Wakeland</td>
<td>01-02</td>
<td>AOF</td>
</tr>
<tr>
<td>Sandra Wilde</td>
<td>01-02</td>
<td>ED</td>
</tr>
</tbody>
</table>

Student Members:

| Shukhrat Arifdjanov         | 02          | prof, M level |
| Christine Weilhoefer        | 02          | clas, D level |

We would also like to acknowledge the assistance provided by the Committee’s ex-officio members, Maureen, Orr-Eldred, William Feyerherm and Linda Devereaux.

Program and Course approvals

The Council has met approximately every other week during that period to address Graduate policy (relatively infrequently) and proposal for new graduate programs, program changes, new courses and course changes (primarily). In addition, a subcommittee of the Council with rotating membership reads and recommends on the disposition of graduate petitions.
Following is a list of new programs and program changes recommended for approval by 
the Council and subsequently approved by the Faculty Senate:

New Programs
Graduate Certificate in Food Marketing and Logistics – new program
Graduate Certificate in Public Management – new program
MS in Energy and Environmental Economics – new program
Ph.D. in Applied Psychology

Program Changes
M.S. Financial Analysis program – Change in existing program
MA History - change in existing program (adds specialization in Public History)
MA TESOL - change in existing program
Master of International Management (MIM) – change in existing program
Graduate Certificate in Marriage and Family Counseling – change in existing program

New courses and changes to existing courses
Since January, the Council has also approved 49 new courses and 15 changes to existing 
courses (including dropping 2 courses).

Petitions
Subcommittees of the Graduate Council have acted upon a total of 56 petitions. The 
historic approval rate is shown in Table 2. Note that the most common petition is the 
extension of the 1 year limit on incomplete grades while the next most common is the 
request to waive the 15 credit hour limit on transfer credits.

Table 1. Petitions acted on by the Graduate Council during the 2002-03 academic year 
and the results of that action.

<table>
<thead>
<tr>
<th>Code</th>
<th>Petition Category</th>
<th>Total</th>
<th>Approved</th>
<th>Denied</th>
<th>Percent of Total Petitions</th>
<th>Percent Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>INCOMPLETES</td>
<td>24</td>
<td>23</td>
<td>1</td>
<td>43%</td>
<td>96%</td>
</tr>
<tr>
<td></td>
<td>Waive one year deadline for incompletes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>SEVEN YEAR LIMIT ON COURSEWORK</td>
<td>6</td>
<td>6</td>
<td>0</td>
<td>11%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Waive seven year limit on coursework</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>CREDIT LEVELS</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>4%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Change from P/NP to letter grade retroactively</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>DISQUALIFICATION</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>7%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Extend probation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Readmission after one year disqualification</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>TRANSFER CREDITS</td>
<td>12</td>
<td>12</td>
<td>0</td>
<td>21%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Accept non-graded transfer or reserve credit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PSU Faculty Senate Meeting
June 2, 2003
### Table 2. Historic summary of number of petitions, approval rate and graduate degrees granted.

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Total Petitions</th>
<th>Percent approved</th>
<th>Grad Degree Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>2002-03</td>
<td>56</td>
<td>93%</td>
<td>[not available]</td>
</tr>
<tr>
<td>2001-02</td>
<td>78</td>
<td>81%</td>
<td>1219</td>
</tr>
<tr>
<td>2000-01</td>
<td>79</td>
<td>78%</td>
<td>1237</td>
</tr>
<tr>
<td>1999-2000</td>
<td>102</td>
<td>92%</td>
<td>1119</td>
</tr>
<tr>
<td>1998-99</td>
<td>84</td>
<td>77%</td>
<td>1088</td>
</tr>
<tr>
<td>1997-98</td>
<td>70</td>
<td>80%</td>
<td>998</td>
</tr>
<tr>
<td>1996-97</td>
<td>75</td>
<td>91%</td>
<td>1019</td>
</tr>
<tr>
<td>1995-96</td>
<td>61</td>
<td>87%</td>
<td>936</td>
</tr>
<tr>
<td>1994-95</td>
<td>66</td>
<td>87%</td>
<td>884</td>
</tr>
<tr>
<td>1993-94</td>
<td>65</td>
<td>82%</td>
<td>839</td>
</tr>
<tr>
<td>1992-93</td>
<td>90</td>
<td>83%</td>
<td>838</td>
</tr>
<tr>
<td>1991-92</td>
<td>70</td>
<td>89%</td>
<td>879</td>
</tr>
<tr>
<td>1990-91</td>
<td>71</td>
<td>89%</td>
<td>672</td>
</tr>
<tr>
<td>1989-90</td>
<td>94</td>
<td>83%</td>
<td>681</td>
</tr>
<tr>
<td>1988-89</td>
<td>108</td>
<td>83%</td>
<td>702</td>
</tr>
<tr>
<td>1987-88</td>
<td>146</td>
<td>83%</td>
<td>687</td>
</tr>
</tbody>
</table>

### Policy changes

The Graduate Council dealt with one policy issue this year, the re-definition of transfer credits, the definition of pre-admission credits and their application toward a student’s graduate program. The Senate approved the change in policy as stated below along with details for the application of the new policy:

*A limitation of one-third of the required credits for the master’s degree (15 credits maximum in a 45-credit program) will be set for all Pre-admission credits, which are defined as credits taken at any institution, including PSU, before the term of formal admission to the graduate degree program at Portland State (including Reserved Credits).*

### Some policy and procedural issues and future discussion items

In the course of discussion, particularly regarding new programs, but also new courses, there were two questions that consistently arose. These questions were most often related to the two common and closely related issues of resources and quality. We had no time to take up either of these related issues but would like to keep them “on the table” for continued consideration, discussion and potential action in the future.
Faculty resources required to teach new courses and staff graduate programs. Over the past year we have been asked to approve new courses and a few programs that are supported to some degree by adjunct faculty. Several graduate courses have been proposed and approved in which there are no tenure-track or tenured faculty. For a few programs, fixed term faculty support ranges from a portion of the program's course requirements to the majority. We are uncomfortable with this situation for a number of reasons but, lacking guidance to the contrary, will continue to deal with this by deferring to the judgment of the proposing department and school/college.

The quality of the graduate student experience. Related to the issue of budgetary and faculty resources is the issue of the quality of the graduate student experience. Again in evaluating various graduate program course proposal it is clear that many graduate students at Portland State do not have access to courses restricted only to graduate students. It is not clear to the Graduate Council whether this is an intention of the faculty or an inadvertent consequence of changing to the 400/500 designation some time ago. Prior to that time, there was a limitation on the number of credits that a graduate student could take in courses that were equivalent to our current 400/500 designation.

In the absence of guidance from the Senate, the Graduate Council will continue with its present practices for approval of programs by bringing these issues to the Senate as they arise.
TO: Faculty Senate

FROM: Daniel O. Bernstine, President

RE: Progress of Presidential Initiatives

DATE: October 6, 2003

I would like you to know how pleased I am with the overall progress and achievements of the four Presidential Initiatives: Diversity, Student Advising, Internationalization and Assessment. Below are listed some of the campus wide accomplishments related to each initiative and a summary of each of the initiatives' goals.

Maintaining energy and activity in these four initiatives will continue to shape an inclusive, welcoming and supportive campus climate for all. During times of fiscal constraints, we often forget that we can stay aligned with our mission without incurring additional expenses. In my opinion, we must continue to support a campus climate that is welcoming and supportive for all faculty, staff and students. Thank you for assisting us in making Portland State University such an environment.

Spotlighting Some Accomplishments of the Initiatives

**The Diversity Initiative:** When the Diversity Action Council (DAC) was created in 1999 one of their responsibilities was to design a Diversity Action Plan with four goals. The DAC has across campus collaboration and collaborates with units to offer support and/or to engage them in the goals and activities articulated in the Diversity Action Plan. During these last three years, the DAC has continued to solicit and receive feedback on the goals from faculty, students, staff and the Portland community. Listed below are a few of PSUs accomplishments in this area during the last four years:

- Increased the percentage of diverse faculty from 6% to 13%;
- Increased growth of undergraduate students from underrepresented groups by 45.1% (3.7% greater than overall UG growth);
- Increased growth of graduate student from underrepresented groups by 46.1% (31.9% greater than overall graduate enrollment growth);
- Implemented a successful Focus on Diversity series;
- Created a successful Diversity Hiring Resource Team;
- Created a Faculty-in-Residence for Diversity position;
- Created a Diversity Liaison Network, with representatives from nearly every unit across campus;
- Created Connections: A monthly gathering for faculty and staff of color;
- Created and disseminated a quarterly Diversity Initiative Newsletter

**Student Advising Initiative:** The Student Advising Implementation Team, an outgrowth of the President's Student Advising Action Council, was formed in 2001 at the recommendation of the
• Increased student and faculty participation in student orientation;
• Assisted departments in developing undergraduate advising plans;
• Posted departmental student advising plans to the Institutional Portfolio;
• Designed and disseminated an Undergraduate Advising Handbook;
• Integrated information on the new advising model into all student orientations;
• Created an advising website using the materials in the Advising Handbook and additional
advising appropriate information, including links to departmental advising plans;
• Created an on-going series of workshops for undergraduate advisers;
• Began assessment of undergraduate advising initiative.

Assessment Initiative: The Assessment Initiative, created in 1999, is focused on Student
Learning Assessment in the long term and Accreditation in the short term. The following
Assessment accomplishments bode well for continued institutionalization of the Student Learning
Assessment activities:

• Created a Faculty in Residence for Assessment position;
• Created a graduate student assessment course;
• Designed a model for supporting departmental assessment activities;
• Created a consistent assessment model that guides departmental assessment activities;
• Delivered annual assessment symposia;
• Connected Student Learning Assessment activities with Program Review;
• Disseminated PSU's assessment activities nationally

Internationalization Initiative: The Internationalization Initiative, created in 2001, focuses on
internationalizing the curriculum of the campus and enhancing international opportunities
available to faculty, staff and students. In efforts to achieve these outcomes, the following
activities highlight some of the Internationalization accomplishments:

• Created an Internationalization Action Council, as an outgrowth of the Internationalization
Task Force;
• Increased international undergraduate student growth by 39.3% (9.6% higher
than overall UG growth);
• Connected past Portland Peace Corps volunteers with the Internationalization Initiative;
• Completed the Internationalization Blue Print;
• Funded multiple faculty and student internationalization mini-grants;
• Connected PSU with the AASCU’s Globalization Action Plan (GAP);
• Collaborated with ACE on the 'Global Learning for All' activities.
President's Initiatives' Goals

The following is an overview of each of the goals for each Presidential Initiative. Explanation of the actions and rationale associated with each located on the initiative websites.

Diversity Goals

Goal #1: Create an institutional environment, curricula and scholarship that enhance learning about diversity and respect for diversity and equality.

Goal #2: Increase the number of students from underrepresented groups who apply, are accepted, enroll and graduate such that, at a minimum, they are represented proportionally to regional (for in-state students) and national (for out-of-state students) populations.

Goal #3: Increase the number of persons from underrepresented groups in the faculty, staff, and administration so that they are represented in proportion to their current availability in relevant job pools and/or their representation in the region.

Goal #4: Increase the number of sustained and mutually beneficial connections with diverse communities.

Internationalization Goals

Goal #1: Increase opportunities for every PSU student to have meaningful contact with other cultures, environments and ecologies through: (a) our academic curriculum, (b) study abroad opportunities, (c) distance learning through the use of technology, (d) international students, (e) faculty visiting our campus, (f) all other aspects of the campus environment, and (g) community-based learning opportunities.

Goal #2: Develop university policies and procedures that encourage leadership and innovation in the creation and delivery of a world class international education.

Goal #3: Increase opportunities for PSU faculty, academic professionals and staff to incorporate international dimensions into their teaching, scholarship, and professional development.

Goal #4: Build on Oregon and the Northwest's emerging sense of themselves as places with an international character and critical links with the rest of the world.

Assessment Goals

All academic departments should strive to achieve the following outcomes for PSU students and their programs:

- clear, intentional, and measurable student learning outcomes;
- a student learning assessment plan that regularly assesses achievement of learning outcomes that are important to student success in the program;
• a process for using the results of the student learning assessments in program planning and management; and
• a process for communicating the results of student learning assessment to the PSU administration through Program Review.

Each academic unit is expected to create a sustainable process that achieves the outcomes for student learning assessment stated above. In order to provide systematic support for this effort, departments and programs are asked to participate in the following activities:

• Create a School/College Assessment Implementation Team composed of the Associate Dean, an appointed School/College Lead Faculty member, faculty team leaders, and an Assessment Graduate Assistant;
• Create a departmental-wide deliberative process that generates a student learning assessment plan to engage faculty in regular reviews that link student work to achievement of learning outcomes; and
• Carry out student learning assessment activities in a manner that generates data useful for program management, Program Review, and accreditation.

Student Advising Goals

• Assist departments in the development of holistic undergraduate advising plans.
• Communicate departmental holistic undergraduate advising plans in appropriate venues.
• Identify and address central advising needs.
• Facilitate interaction between departments and central advising.
• Assess the effectiveness of the holistic undergraduate advising model and modify as needed.
The Academic Requirements Committee recommends the amendment of part one of the new honors proposal passed in the Senate in the Spring 2003. After passage of the proposal, the Senate directed the ARC to bring forward an amendment to the GPA categories for the awarding of honors. Part I, passed by the Senate at the June meeting reads as follows:

Initiate the use of latin terminology for graduation with honors.

- Summa cum laude ---3.85 - 4.00
- Magna cum laude ---3.70 - 3.84
- Cum laude ---3.50 - 3.69

Our amendment:

Initiate the use of latin terminology for graduation with honors.

- Summa cum laude ---3.90 or above
- Magna cum laude ---3.80 - 3.89
- Cum laude ---3.67 - 3.79

I’ll be happy to provide additional information as needed for the October meeting. I’ve been assigned to jury duty on the day of the October Senate meeting. If it turns out that I can’t be there, I’ll make certain to have another member of the Committee (or a member of the out-going Committee) available to answer questions.
### 2001-2002 Bachelor's Degrees Granted by GPA by Institutional Hours

Portland State University

<table>
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<tr>
<th>GPA</th>
<th>INSTITUTIONAL HRS</th>
<th>72 OR ABOVE PSU HRS</th>
<th>45-71 PSU HRS</th>
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Prepared by OIRP 9/4/03
MEMORANDUM

September 22, 2003

TO: PSU FACULTY SENATE

FROM: Faculty Senate Steering Committee

RE: Curriculum Committee Proposals, Forwarded June 2, 2003

Minor in Native American Studies
Minor in Film Studies
New Course - Phil 314

Minor in Native American Studies (attached)

Minor in Film Studies (attached)

Phil 314
Computer Ethics (4)
Examines the moral principles and judgments relevant for appraising key tools of computer ethics. Topics include: ethical aspects of new information technologies; are technologies value-laden; potential abuses and their social consequences; freedom, privacy, and control; security, reliability, and professional responsibilities--risks, control, and regulations; piracy and ownership; ethics of hacking; ethics of virtual environment, and international aspects of new technologies. [NEW]
PROPOSAL FOR THE INITIATION OF A NEW INSTRUCTIONAL PROGRAM LEADING TO THE
MINOR IN NATIVE AMERICAN STUDIES

Native American Studies (NAS) is an interdisciplinary program with coursework (presently) drawn from Anthropology, English, History, Public Administration, and Social Work (we anticipate the eventual inclusion of new courses from other disciplinary departments and schools). The substantive focus of this curriculum is the histories and cultures of American Indians, Alaska Natives, and, eventually, Native Hawaiians. The central scholarly method shared among the constituent disciplines of NAS is the comparative study of indigenous peoples in the United States using simultaneously the methods of the Social Sciences, Humanities, and relevant bodies of scholarship from the professions. The minor is meant to serve three primary student constituencies: 1) students who have a serious academic interest in Native Americans, who wish to combine study of Native Americans with their major; 2) students who plan careers in Indian or native affairs; and 3) students who have a nascent interest in Native Americans and wish to fulfill their general education requirements with courses in this area.

The proposed program is timely in two ways. First, tribal governments in Oregon and the greater Northwest are increasingly becoming active governance entities, acting in concert with municipal, state, and federal agencies and governments. This program will prepare students to work for tribal governments and native-oriented agencies and organizations as professionals, or with tribal governments as informed professionals in agencies not specifically dedicated to native issues, but which must interact with tribal governments on a government-to-government basis. Second, the proposed program will serve as a central activity in PSU’s new Native American Student and Community Center to open in the Fall of 2003.

**REQUIREMENTS FOR MINOR**

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<th>Course Code</th>
<th>Course Title</th>
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<td>NAS 201</td>
<td>Introduction to Native American Studies</td>
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<td>24 upper-division credits (6 courses) in NAS or approved courses</td>
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<td>NAS 404</td>
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**DEDICATED NAS COURSES:**

- ANTH 313 Indian-White Relations
- ANTH 314 Native Americans
- ANTH 364 Pacific Northwest Prehistory
- ANTH 365 North American Prehistory
- ANTH 417 Advanced Topics in Native American Studies [course proposal submitted with Anthropology Department course proposals]
- ANTH 422 Contemporary American Indian Policy
- ANTH 464 Topics in Northwest Prehistory
- ENG 309 American Indian Literature
- HST 330 Native Americans of Eastern North America [course proposal submitted with History Department course proposals]
- HST 331 Native Americans of Western North America [course proposal submitted with History Department course proposals]
- HST 349 United States Indian Policy [course proposal submitted with History Department course proposals]
- NAS 101 Introduction to Native American Studies
- NAS 104 Cooperative Education/Internship

**NON-DEDICATED COURSES APPROPRIATE FOR NATIVE AMERICAN STUDIES CREDIT ON APPROVAL BY ADVISOR:**

- ANTH 456 Issues in Cultural Resource Management
- ENG 308 Cultural Studies in Literature
- ENG 308 (Native American Women Writers)
- ENG 447 Major Forces in Literature
- ENG 448 Major Figures in Literature
- ENG 449 Advanced Topics in Cultural Studies
- Course in TOPIC: Modern Federal Indian Law (Departmental designation pending)
- Course in TOPIC: Introduction to Indian Child Welfare and the Indian Child Welfare Act (Departmental designation pending)
PROPOSAL FOR THE INITIATION OF A NEW INSTRUCTIONAL PROGRAM LEADING TO THE INTERDISCIPLINARY FILM STUDIES MINOR

Portland State University
Departments of English, Communications, and Theatre Arts

DESCRIPTION OF INTERDISCIPLINARY FILM STUDIES MINOR

Program Overview:

This is a proposal by the Departments of English, Communications, and Theatre Arts for an interdisciplinary undergraduate minor in Film Studies. Student credit hours for this degree option would include a broad based mix of coursework in the history of cinema, film criticism and theory, film journalism, screenwriting, and film/video production. The three participating departments have been building a curriculum in Film Studies steadily over the last five years, partly in response to nationwide developments across the disciplines, but also because of a growing interest among the students that we teach.

The three sponsoring departments, along with a number of other cross-listing departments across the university, now have a broad enough curriculum to make viable a minor in film studies — indeed, we have sufficient offerings to support a major in the area. The English department alone has hired several new faculty members with a specialization in Film Studies during the past three years, and the department currently offers an average of twelve courses per year in the field. These offerings can now be combined with those of other departments at Portland State University—including Black Studies, Foreign Languages and Literature, Communication, and Theater Arts. These offerings are all highly complementary to the textual and cultural approach of English department faculty, and provide a broad range of scholarly and practical possibilities for PSU students. The participating departments have already developed a list of courses that could count regularly toward the minor.

This minor will be a joint program developed and taught in partnership by the three primary departments: English, Communications, and Theatre Arts. Administrative duties will be shared by the three primary departments. Any necessary program changes or curricular modifications shall take place after joint discussion by these departments. Graduation checks will be reserved for individual departments. Students not pursuing a B.A. in Theatre Arts, English, or Communications will have their graduation checks and general advising performed by the Department of English.

This program would be operational immediately upon approval.
Course of Study

To earn the Minor in Film Studies, students will be required to complete 28 advisor-approved Film Studies courses. Transfer credits would be accepted upon advisor review. Credits will be applicable to the student's major as well. Please note that all courses listed below are upper-division courses. To receive the Minor, students must take at least 16 credits, or four courses of three credits or more, at either PSU or the NWFC. All courses for the Minor must receive a letter grade. In other words, Pass/No Pass credit will not count toward the Minor.

Please Note: The Minor is available to all undergraduates enrolled at PSU. Students in the Departments of Theatre Arts, Communication, or English should consult their department advisor for a complete list of course requirements. Students in other programs should consult with the program coordinator for further information. The current program coordinator is Dr. Michael Clark, Department of English, 503-725-4956.

Below is a list of existing courses that would apply to the Minor from offerings in English, Writing, Communications, Theatre Arts, and the Northwest Film Center:

- **English 305: Literature and Film** (Recent courses organized under this course number include the following. All courses are 4 credit hours):
  - American Film
  - Classical Hollywood Cinema
  - History of Cinema I
  - History of Cinema II
  - Film Noir
  - Films of Hitchcock
  - Films of Elia Kazan
  - 'Hollywoodizing' Asian American Literature
  - Celluloid Shakespeare
  - Film: Utopia/Dystopia
  - Film and Social Justice
  - The Films of Sundance
  - Film and the Novel
  - Genre: The Road Movie
  - Genre: Sixties Spy Films
  - English 300: Critical Approaches to Literature 4 credits
  - Writing 410: Writing About Film: Race and Gender 4 Credits
  - Writing 416: Screenwriting 4 Credits
  - English 304: Critical Theory of Cinema 4 Credits
  - English 305: The Art of Filmmaking (NWFC) 3 Credits
  - English 305: Digital Video Editing (NWFC) 3 Credits
  - English 305: Film Editing (NWFC) 3 Credits
  - English 305: Grand Illusions (NWFC) 3 Credits
  - English 491: Advanced topics in Critical Theory of Film 4 Credits
Film Studies courses taught through Black Studies, Foreign Languages and Literature, Art, History, Sociology, and other academic sectors at PSU would also be counted toward the degree, upon approval of a student’s advisor and the sponsoring department. We have a partial list of such courses below:

- **Foreign Languages 399U:** *International Cinema*  
  - Italian Cinema  
  - French Cinema  
  - Danish Cinema  
  - German Cinema  
  - Russian Cinema  
  - Spanish Cinema  

Students who complete the minor will have gained a rich understanding of the medium of film. They will have acquired a basic understanding of the technology of the medium, be familiarized with its history, learn how to write academically and journalistically about film, and gain a theoretical grasp of the power of visual culture in contemporary life.
To: Faculty Senate  
From: Advisory Committee on Academic Information Technology  
Re: Committee Report on AY 2002-2003  
Date: September 15, 2003  

The Advisory Committee on Academic Information Technology (ACAIT) has worked on a variety of topics and issues during the 2002-03 academic year. Attached is a report of the major project undertaken by the Committee entitled, *Guidelines for Further Development of Distributed Learning at Portland State University*. The report reflects the work of an ACAIT subcommittee and review by the full committee over the past two academic years in response to its charge. An *Executive Summary* provides an overview of primary topics and recommendations.

There were three additional specific areas in which the committee was asked to collaborate with others on campus. Below is a brief indication of progress on those earlier requests.

- That the Office of Information Technology's Academic Policy Committee, or similar body that has faculty representation, develop a clear policy statement on centralized and de-centralized infrastructure systems. The campus needs to resolve what should be provided from the center and what should be more localized. Resources do not allow us to be unclear about who provides what services, acquisitions, etc. - a collaborative approach is needed.

**Action:** During 2002-2003 the question of best use of centralized and decentralized services was referred to the Administrative Systems Priority Committee (APC), chaired by Dan Fortmiller. The majority of the members of the committee are focused on planning administrative systems and related infrastructure. Within the scope of these systems, the centralization of services is almost always the preferred approach. After brief discussion of the matter it was clear that the APC committee had too narrow a perspective to fully consider the question for the entire campus. The issue will be undertaken during the 2003-04 AY by ACAIT.

- The Research Advisory Council, or similar body, in the Office of Research and Sponsored Programs needs to be established and charged to develop an
overall strategy for moving research computing forward. Without a well-articulated infrastructure and policies, our research progress will stall.

**Action:** The sense of the Research Advisory Council and the Vice Provost for Research and Graduate Studies was that the business infrastructure issues – project management, accounting; processing transactions and HR issues – were substantially more important than the need for advanced computing on campus. They therefore deferred that discussion to a later time. If research computing required any significant resource increase, they would advise against that until more general issues of research support and infrastructure were addressed. An ad hoc group from OIT and several academic departments was assembled and considered some of the available hardware solutions related to possible development of parallel computing clusters. The group agreed to try to collect information from likely users and identify some resources (space, dollars, personnel in OIT) to develop a beginning cluster pilot option for higher powered computing capability.

- Technology is one tool related to student learning. The Teaching and Learning with Technology Roundtable, or a similar body, needs to articulate what PSU’s expectations are for student learning with technology, and the needs of faculty who wish to use technology in their teaching.

**Action:** A survey of faculty was conducted. Primary finding is that faculty support the need for all PSU students to be technology literate and that it should be part of general education for all students. Basic computer technology use is a part of the first two years of University Studies. The Faculty Senate’s Educational Policy Committee is developing markers of the Baccalaureate Graduate that may include technology literacy – three proposed markers are being examined during AY 2003-04.

- Teaching distance or distributed courses is expensive and time consuming to develop (and sometimes to deliver). The ACAIT needs to recommend guidelines that guide the investment of institutional resources to support and encourage faculty to develop distance and distributed courses and programs to more effectively meet high or low student demand, access for under or underserved students, and to meet faculty and student expectations for technology-mediated teaching and learning.

**Action:** see attached report.

**Recommendations:**

- The 2003-2004 ACAIT should bring together a broad cross section of campus members in a subcommittee to examine the major technology services and consider the centralization decentralization question. The group should focus on models that will improve specific service delivery for the university.
Considerable thought should be given to models that meet PSU's goals and align with its values as identified in the University’s technology plan, *Establishing a Strategic Direction for Information Technology at Portland State University*. Proposed models also need to respect resource constraints and smooth transitions from current practices. Because this group's work will affect all other technology planning efforts the participants should be appointed from the many existing committees that aid in planning technology for the campus. A possible group should minimally include at least:

- 1 faculty person who represents research support needs (ACAIT)
- 1 faculty person who represents instructional design support needs (ACAIT)
- 1 faculty/staff person who represents user support needs (NAGS)
- 1 faculty/staff person who represents admin systems support needs (APC)
- 1 faculty/staff person who represents technical systems support needs (NAGS)

This group could be charged with delivering an analysis of major technology services and the recommended model for support that would best serve PSU. The results would be useful to all future technology planning and service delivery efforts and if approved could be appended to the current technology plan.

- The document, *Guidelines for Further Development of Distributed Learning at Portland State University*, be considered for adoption by the Council of Academic Deans to provide a framework for advancing distributed education at PSU.
- The Task Force on Distance Learning, appointed by the Provost and the Vice President for Finance and Administration, continue to pursue its proposal for a virtual “PSU On-line” that utilizes the existing resources of PSU effectively and efficiently in the development and delivery of distributed, on-line educational opportunities, following the *Guidelines*, and report on a regular basis to ACAIT on progress toward meeting institutional priorities.
- The Vice Provost for Research and Graduate Studies and the Director of Information Technology convene an appropriate group to develop a strategy for advancing research technology in support of the report, *A Proposal for Investing in Sponsored Research*, and share their report with ACAIT and the Graduate Council by spring 2004.

The committee would be more than pleased to discuss its report and recommendations with you.

Sincerely,

Terrel L. Rhodes (OAA), chair
2002-2003, ACAIT Members

Judy Anderson, LIBW
David Bullock, GSE
Michael Emch, GEOG
Bill Feyerherm, Grad School
Thomas Luba, SES
Daniel Pirofsky, ART
Barton Massey, CS
Janet Hamilton, SBA
Nancy Koroloff, GSSW

Gerardo Lafferriere, MTH
Robert Sanders, FLL
Randy Zelick, BIO

Consultants:
John Rueter, Faculty in Residence, TLTR
Kathi Ketcheson, OIRP
Mark Gregory, OIT
Mark Kramer, OIT
Nate Angell, OMC

Att: Guidelines for Further Development of Distributed Learning at PSU
The Provost appointed a task force in 2002 to coordinate information technology on campus in support of the academic mission of the University and to advise her on policies and actions to enhance IT across the campus. Appointed to the task force was the Vice Provost for Curriculum and Undergraduate Studies, the Dean of Extended Studies and the Executive Director of the Office of Information Technology.

In addition, the Provost and the Vice President for Finance and Administration appoint the members of the Advisory Committee on Academic Information Technology (ACAIT) that advises on the academic use of IT. A specific charge to the ACAIT for the academic year 2002-03 was to develop recommended guidelines to shape the investment of institutional resources to support and encourage faculty to develop distance and distributed courses and programs. A subcommittee of ACAIT, including ACAIT members and many other relevant individuals, developed a comprehensive set of recommended guidelines for Distributed Learning at Portland State University. The Task Force has reviewed the Guidelines and the recommendations and proposes the following as an initial step in order to advance distributed learning at PSU beginning in the 2003-04 academic year.

Setting Institutional Priorities for Distributed Learning

The Provost and the Vice President for Finance and Administration will approve a list of distribute learning priorities for the University in consultation with the Council of Deans. The distributed learning task force will develop a list of courses and programs, reviewed by ACAIT, within the priorities for recommendation to the Provost and the Vice President to establish a three year plan for the allocation of central, institutional resources for the support of distributed learning. The priorities will be periodically reviewed and updated as projects are completed. Some institutional level resources will continue to be available to support individual faculty development projects; however, the primary allocation of resources will be focused on courses and programs identified as priorities for the University under the attached criteria.

Support for Distributed Learning – Institutional Resources

Virtually all of the resources for the support of distributed learning are located in the Office of Information Technology – Instructional Resources Services Department (OIT-IRS), and Extended Studies with participation in advertising, scheduling, training and development by the Center for Academic Excellence. It is recommended that all of these resources be considered to be part of a pan-University, virtual “PSU On-line.” There will be no change in reporting or resources. PSU On-line will initially include three positions
in Extended Studies and four positions in the OIT-IRS. The individuals in these areas are already working very well together and collaborating on many projects and activities. PSU On-line will be a unified structure that will encompass a specified portion of the time of a specified set of people in these units that will be coordinated for the development of distributed courses/programs through the established priorities. The Information Technology Task Force will negotiate with the appropriate managers and individuals who and how much will be devoted to PSU On-line. This action formalizes what is currently occurring in a less coordinated and focused manner.

Other institutional programs related to distributed learning, e.g. PSU grant programs to support course redesign, CAE training, etc. will give preference to supporting faculty and staff proposals that focus on institutional priority courses and programs.

Benefits

- Enhanced ability to leverage pooled resources – people, software, expertise and training
- More effective use of resources through focusing on University-wide priority courses and programs
- An integrated technical, design and training work team that amplifies individual strengths and abilities
- Higher quality educational experiences for students and faculty
- Potentially increase total number of course and programs that take advantage of distributed learning technology
Guidelines for Further Development of Distributed Learning at Portland State University

Submitted to ACAIT April 2003
SUMMARY RECOMMENDATIONS

PSU has a reputation for serving the diverse needs of students and the community. PSU has already invested in improving the technical and computer infrastructure of the university to support a variety of online and distributed learning needs. This infrastructure includes a computer for every faculty and staff member, a robust network and systems for high speed internet access, and multiple computing labs for student use.

Over the past five years, PSU has slowly built distributed learning options for students through individual courses, certificate programs, and graduate degree programs. As the need for life-long learning increases in our population, an entire market of potential students is looking for alternatives to attending traditional classroom-based courses. They are looking for opportunities to continue their education while working full time and maintaining family and community commitments. Distributed learning offers some of those opportunities. PSU is poised to further capitalize on that need and to enhance its reputation as a leader in technology-based learning and teaching.

PSU has already made inroads to the international student market both by bringing students to PSU and by reaching out to other countries. The outreach portion can be significantly increased through the use of online technology. PSU has the personnel expertise and the technological sophistication to take the next step and to become a globally recognized institution in the delivery of technology-based learning.

VISION: PSU will lead the state in becoming a model for using technology to cultivate student-centered learning in ways that enhance instructional quality, maximize current resources, build on the PSU community-service model, enhance innovative faculty/student interactions, and invite further diversity into the learning community.

INSTITUTIONAL GOALS: Specific goals for the development and delivery of technology-based learning in teaching are:

- Capitalize on the expertise of our faculty, by providing increased support in the creation and development of alternative program delivered to a wider and more diverse student population.
- Provide a coordinated effort of collaboration among departments and support personnel, such as librarians, instructional designers, multimedia technologists, mentors, and advisors in the development, marketing, and delivery of distributed learning options.
- Save money and time by combining personnel resources, reusing learning materials, and merging marketing efforts that highlight alternative delivery options.
- Maximize the use of classroom and office space and increase profitability by creating significantly reduced seat time (or no seat time) course options and encouraging telecommuting for teaching those courses.
• Attract new faculty and students because of a commitment to educational excellence and innovation.
• Further develop undergraduate alternatives for degree completion, increasing retention and graduation rates.
• Develop a learner-centered teaching and student services environment accessible to students 7 days a week and 24 hours a day.
• Align classroom scheduling with distributed coursework to encourage savings in campus facility expenditures.
• Establish additional elite professional and graduate programs that meet the needs for continuing education, lifelong learning, and workforce development.
• Support the President’s internationalization initiative by providing international distance learning opportunities, using technology to engage with others throughout the region, state, nation and around the world.

GUIDING PRINCIPLES FOR DISTRIBUTED LEARNING AT PSU:

1. Distributed course components and interactions will meet the same high standards of academic rigor as face-to-face courses and will be designed in accordance with sound principles of pedagogy, instructional design and presentation.

2. Distributed course components and interactions will foster high student involvement in learning.

3. Distributed course components and interactions will be designed to maximize the faculty expertise in their disciplinary area while minimizing the administrative and technical duties associated with methods of distributed delivery of content. In other words, courses should be designed to emphasize the quality of faculty-student interaction, not the quantity of those interactions.

4. Distributed course development and implementation will support the principle of academic freedom, allowing instructors "freedom in the classroom in discussing their subject" (1940 Statement of Principles on Academic Freedom and Tenure). Technology will not be used to undermine the "usual norms and responsibilities of supervision and oversight associated with the functions of the department."

5. Content and presentation of course materials will be under the control of the faculty member to the extent consistent with academic freedom and the institution's stated course quality standards. PSU reserves the right to maintain and manage course materials for the purpose of supporting future course development.

6. Support for students distributed geographically will meet the same high standards of quality applied to campus-based student support. All reasonable technological and organizational methods will be applied to ensure that distributed students have unfettered access to the resources of the university and can participate in the wider campus community without having to be physically present in Portland.
7. Distributed course development will be undertaken to benefit the entire PSU community and not simply one department or entity. To the extent possible, academic and organizational units will not be put in competition for basic budget expenditures that are incurred as a normal part of their duties. This is not meant to discourage "healthy" competition that serves to demonstrate and distribute innovative ideas.

8. Distributed course deployment will be consistent with standards of security for students and staff.

9. Distributed course development and deployment will be consistent with applicable copyright laws.

10. Librarians will collaborate with course instructors to create library instructional materials to further the information literacy standards established by the Association College & Research Libraries.
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