February 8, 2014

To: Provost Andrews

From: Portland State University Faculty Senate
Leslie McBride, Presiding Officer

SUBJ: Notice of Senate Actions

On December 2, 2013 the Senate approved the Curricular Consent Agenda recommending the proposed new undergraduate courses and course changes listed in Appendix E-1c of the December 2, 2013 Faculty Senate Agenda packet.

2/4—OAA concurs with the curricular recommendations above; Steve Harmon has coordinated communications with the units.

On January 6, 2014 the Senate voted to recommend the following actions:

1. Adoption of the proposed amendment to the Portland State University Policies and Procedures for the Evaluation of Faculty for Tenure, Promotion, and Merit Increases, (published in D-1, on December 3, 2013) with the revisions to Article 5 (published in D-1a, January 2014) in order to incorporate the following new faculty ranks: Assistant, Associate, Full Professor of Practice/Clinical Professor, Senior Instructor I & II, Senior Research Assistant I & II, Senior Research Associate I & II.

2. Approval of the proposed Changes to Existing Graduate Programs in the College of Liberal Arts and Sciences and in the College of the Arts, and new graduate courses in the College of the Arts (see appendix E-2):
   • minor program revision to PhD in Biology, itemized as E.1.a.1,
   • degree and major name change to MS in Mathematics for Teachers, itemized as E.1.a.2
   • add three-year option to the M Arch degree program, itemized as E.1.a.3
   • proposed new ARCH courses itemized as E.1.a.4-6

3. Instructions for implementing amendments made to the Policies and Procedures for the Evaluation of Faculty for Tenure, Promotion, and Merit Increases (item 1. above):

The Faculty Senate calls on the Provost and the Office of Academic Affairs to ensure the timely, fair and appropriate implementation of nine new non-tenure-track faculty ranks approved by the Faculty Senate at its April and May 2013 meetings. This will require speedy publication and dissemination of job descriptions and promotion criteria for the new ranks in university documents; revision, review and approval of departmental P&T guidelines; and negotiation of contractual minimums for the new ranks.

Senate asks all departments with non-tenure track faculty on fixed-term appointments (NTTF) to
incorporate appropriate new ranks and guidelines into departmental promotion and tenure guidelines by April 15, 2014. Additionally, Senate asks for review by the appropriate Dean and Provost to take place by June 1, 2014. Hiring into these ranks should begin no later than July 1, 2014.

To allow for promotion, the Senate has called for placement of all current NTTF appointed as Senior Instructors at the new rank of Senior Instructor I. However, in departments where new criteria for Senior Instructor II may overlap to a great degree with old criteria for Senior Instructor, the department has the discretion to affirm appointment of faculty hired prior to September 16, 2014 at the Senior Instructor II level, pending approval of new guidelines by the Dean/Provost.

2/4—OAA appreciates the careful review of the new ranks and the recommended motions. We would like to approve the recommendations on ranks and titles simultaneously to approving the P&T guidelines. Those conversations are underway and we anticipate we will soon be able to act on the entire set of recommendations the Senate has made on ranks, titles and P&T guidelines.

4. Adoption of (2) new Flowcharts for the Creation, Alteration, and Termination of Centers and Institutes, as published in appendix E.4 for Public Service Centers/General Support Service Centers and Research/Membership Centers. (Senate notes the addition of “office” as a descriptor of academic entities in footnote 6 of the flowchart for Creation, Alteration, and Termination of Academic Units, as agreed during discussion of the status of the new Office for Academic Innovation at the June 3, 2013 Senate meeting (E.3.c).)

2/4—OAA concurs with the recommendation and approves the new flowchart for the Creation, Alteration, and Termination of Centers and Institutes

5. Endorsement of the following resolution:

Be it resolved that the members of the Portland State University Faculty Senate: Request ongoing access to the All Funds line-item budgets¹ and to the final budgets for FY 2012-2014.

2/4—OAA and FADM concur with this request and will make the requested budget information available.

The Senate also approved the January 2014 Curricular Consent Agenda, affirming the new undergraduate and 400/500-level courses and course changes listed in Appendix E-1.b and E-1.c of the January 2014 Faculty Senate Agenda packet.

2/4—OAA concurs with the curricular recommendations above; Steve Harmon will coordinate communications with the units.

Best regards,

¹ A detailed, line item, all-funds budget, recurring and non-recurring, of all operating ledger accounts, with each account identified by type and code levels for fund, organization, program, and account. A chart of accounts defining fund, organization, program, and account hierarchies by type and code levels, with corresponding titles and descriptions.
Leslie McBride  
Presiding Officer of the Senate

Martha W. Hickey  
Secretary to the Faculty