



Pittsburg State University

Faculty Senate Meeting

Date: Monday, October 28, 2024

Time: 3:00 p.m.

Location: Sunflower Room, Overman Student Center

Agenda

- I. Call to order**
- II. Campus Update(s):**
 - a. Stu Hite** – Campus Police, KBI, NARCAN
- III. Approval of Sept 30, 2024 minutes**
- IV. Announcements**
 - a. Provost and Vice President of Academic Affairs - Dr. Susan Bon**
 - b. PSU/KNEA Remarks – Khamis Siam**
 - c. Student Senate Remarks – Jonah Sandford**
 - d. Unclassified Professional Senate Remarks – Greg Belcher**
 - e. University Support Staff Remarks – Michelle Hensley**
 - f. Faculty Senate Report – Norman Philipp**
- V. Committee Reports**
 - a. Academic Affairs Committee - Chair: Mark Diacopoulos**
 - Undergraduate Curriculum Subcommittee - Chair: **Byron McKay**
 - Library Services/Leaming Resources Subcommittee - Chair: **Lora Winters**
 - Online and Distance Learning Committee - Chair: **Kelly Woestmann**
 - Academic Honors Subcommittee - Chair: **TBD (TBD)**
 - Honors College Subcommittee - Chair: **Randy Winzer**
 - Writing Across the Curriculum Subcommittee - Chair: **Ashley Shaw**
 - Diversity and Multicultural Affairs Subcommittee - Chair: **Dennis Audo**
 - b. Student-Faculty Committee - Chair: Serif Uran**

- c. All-University Committee - Chair: Kristen Maceli**
- d. Faculty Affairs Committee - Chair: David Sikolia**
- e. Constitution Committee - Chair: Mark Johnson**
- f. General Education Committee - Chair: Mark Johnson (Michelle Hensley)**
- g. Budget Committee - Chair: Kent Runyan**
- h. Academic Honesty Committee - Chair: David Weaver**

VI. Unfinished Business:

VII. New Business:

VIII. Open Forum:

IX. Adjournment

- Next Faculty Senate Meeting: Nov 18,2024, in the Sunflower Room, OSC

Academic Affairs Committee

Chair: Mark Diacopoulos / Recorder: Christine Brodsky

October 15, 2024 @ 2PM via Teams

Members Present: Mark Diacopoulos (Chair), Christine Brodsky (Recorder), Gary Wilson, Rebeca Book, Trina Larery, Lori Martin

Summary: We have not yet received student feedback on syllabus best practices. Mark gathered data from Chairs regarding accreditation needs for syllabi, which only seems to impact Nursing, Music, and Engineering Technology (i.e., formatting guidelines). When developing best practices, we need to think of Gen Ed requirements (i.e., report objectives & outcomes, assessments) and current PSU requirements (e.g., grade cut-offs and weighting). Think about future best practices workshops at PD Day and New Faculty Orientation. Mark will follow up with Hannah Eckstein regarding student data. Gary & Lori will meet and review example syllabi documents to determine common features to condense down into a ~2 page syllabus template. Meeting adjourned at 2:25PM. Next Meeting (Teams) on November 12 @ 1PM.

Undergraduate Curriculum Subcommittee

Chair: Byron McKay / Recorder: Anuradha Ghosh

No Report

Library Services/Leaming Resources Subcommittee

Chair: Lora Winters / Recorder: Beth Hendrickson

No Report

Online and Distance Learning Committee

Chair: Kelly Woestmann / Recorder: Paige Boydston

No Report

Academic Honors Subcommittee

Chair: ??? / Recorder: ???

COAS (Arts) – 3 submitted

COAS (Sciences) – 17 submitted, 14 approved, 3 re-submitted and approved

COB – 6 submitted, 1 withdrawn, 1 approved outright, 4 re-submitted and approved

COE – Unknown

COT – Unknown

Honors College Subcommittee

Chair: Randy Winzer / Recorder: Emily Geroge

No Report

Writing Across the Curriculum Subcommittee

Chair: Ashley Shaw / Recorder: Janet Zepernick

The Writing Across the Curriculum committee met on Wednesday, Oct 16, to begin the process of approving Writing to Learn Best Practices documentation. This semester 34 faculty members submitted WL BP documentation.

Diversity and Multicultural Affairs Subcommittee

Chair: Dennis Audo / Recorder: ???

No Report

Student-Faculty Committee

Chair: Serif Uran / Recorder: Joanne Brotz

No Report

All-University Committee

Chair: Kristen Maceli / Recorder: Anna Beth Gilmore

All University Committee met on 10/16/24. No report.

Faculty Affairs Committee

Chair: David Sikolia / Recorder: Kevin Elliott

The Faculty Affairs committee met via Teams to address the following:

- The committee has been reviewing applications through Teams and approving those who fall under the guidelines as established.
- The committee will continue to review new submissions.
- The committee will also be ranking Sabbatical requests to submit to the Provost

Submitted 10-8-24 by Kevin Elliot

Constitution Committee

Chair: Mark Johnson / Recorder: Beth Hendrickson

No Report

General Education Committee

Chair: Mark Johnson / Recorder: Michele Barnaby

Gen Ed Committee Minutes 10/8/24, 3:00pm

Attendance: Mark Johnson, Mark Diacopoulos, Donna Zerr, Mary Larsen, Janis Schiefelbein, Michele Barnaby, Susan Bon, Dwight Strong, Katie McKain

The committee met to finalize and approve changes to the General Education Course Amendment Form that will be presented to Faculty Senate on 10/28/24. The committee will meet Oct. 22nd, and Nov. 12th to begin reviewing submitted forms. The deadline of Nov. 1st will be extended this year only as the form is not yet published.

The meeting adjourned at 3:50pm

* *General Education Course Amendment Form – <See Addendum>*

Budget Committee

Chair: Kent Runyan / Recorder: Karen Johnson

No Report

Academic Honesty Committee

Chair: David Weaver / Recorder: ???

No Report

General Education Course Amendment Form

(Undergraduate Course Numbers through 699)

Deadline: November 1

1. Please check only one:

- Add a general education course. (Complete 2 and 3 A through O below).
- Change current general education course. (Complete 2 and 3 A through O below).
- Delete current general education course. (Complete 2 and 3 A through J below).

2. Rationale: **Click or tap here to enter text.**

3. Add a course that is NOT listed in the current catalog and has NOT been legislated through PSU Faculty Senate and/or KBOR. (Complete A through O)

A. Submission date: **Click or tap to enter a date.**

B. Department/School: **Click or tap here to enter text.**

C. College **Choose an item.**

If two or more Colleges, please indicate which Colleges will be involved in teaching the course.

Click or tap here to enter text.

D. Name of faculty member on record for the course (may be Coordinating Professor or Chair/Director):
Click or tap here to enter text.

(As faculty of record, I verify all sections agree to address the Core or Essential Studies Element and corresponding Learning Outcome as indicated below)

E. Course prefix: **Click or tap here to enter text.**

F. Course number: **Click or tap here to enter text.**

G. Title of course: **Click or tap here to enter text.**

H. Is this a change in the title of the course? **Choose an item.**

(If "Yes", a Revision to Course form will need to be completed and uploaded to the Preliminary Briefcase and will go through the legislation process.)

I. Credit hours: **Choose an item.**

J. Does this course include a co-requisite class: **Choose an item.**

(If "Yes", please provide the co-requisite course name and number:

Click or tap here to enter text.

K. Prerequisite(s): **Click or tap here to enter text.**

L. Will this course require a new course description? **Choose an item.**

(If "Yes," please insert new course description here. A Revision of Course form will need to be completed and uploaded to the Preliminary Briefcase and will go through the legislation process)

Click or tap here to enter text.

M. Select the General Education Discipline area based on the identified Learning Outcome to be covered in the course (choose only one area):

(Refer to definitions, hierarchy, and rubrics in the General Education Objectives)

- 1. English Discipline
- 2. Communications Discipline
- 3. Mathematics and Statistics Discipline
- 4. Natural and Physical Science Discipline
- 5. Social and Behavioral Sciences Discipline
- 6. Arts and Humanities Discipline
- 7. Institutionally Designated Discipline

N. What is the highest anticipated level of student achievement for the stated learning outcome(s) common across all sections of the course? **Choose an item.**

Note: Sample assessment strategies will be submitted on the representative syllabus.

(Refer to definitions, hierarchy, and rubrics in the General Education Objectives)

O. Please submit course syllabus as an attachment, highlighting the following items: course objectives related to Learning Outcome(s), assessment strategies (e.g. exams, course project, etc.), and assessment tool(s) (such as rubrics, assignments, grade-weighting, etc.) to be used to measure student achievement.

Legislative Process
Authorization and Notification Signatures
(Electronic signatures accepted)

Department/School Chairperson or Director.....Approved Not Approved

Department/School Chairperson or Director Signature _____ Date _____

Faculty Senate General Education CommitteeApproved Not Approved

Faculty Senate General Education Chairperson Signature _____ Date _____

Faculty Senate.....Approved Not Approved

Faculty Senate Recording Secretary Signature _____ Date _____

Note: Each College curriculum representative will notify their respective College and Department/School(s) of the completion of the approval process.

*Originating Department/School: Please complete the entire form, acquire the Chairperson’s/Director signature, and save as GE.ABC123.Form. Save the syllabus to be attached as GE.ABC123.Syll. Email the completed form and attachments to mroelfs@pittstate.edu **no later than November 1.**

Naming convention: GE.ABC123.Form GE = General Education. ABC123 = Course abbreviation and number
