Pittsburg State University Faculty Senate Meeting

Date: Monday, September 30, 2024
Time: 3:00 p.m.
Location: Sunflower Room, Overman Student Center

Agenda

I. **Call to order**

II. **Approval of May 6, 2024 minutes**

III. **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**

IV. **Committee Reports**

    a. **Academic Affairs Committee - Chair: Mark Diacopoulos**

- Undergraduate Curriculum Subcommittee - Chair: **Byron McKay**
- Library Services/Learning Resources Subcommittee - Chair: **Lora Winters**
- Online and Distance Learning Committee - Chair: **Kelly Woestmann**
- Academic Honors Subcommittee - Chair: **??? (Jamie Wood)**
- 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: ???**

    e. Constitution Committee - Chair: Mark Johnson

    f. General Education Committee - Chair: Mark Johnson

    g. Budget Committee - Chair: Kent Runyan

    h. Academic Honesty Committee - Chair: David Weaver

V. Unfinished Business:

VI. New Business:

    a. Faculty of Year Award from KBOR

    b. Housekeeping of the Faculty Senate

VII. Open Forum:

VIII. Adjournment

- Next Faculty Senate Meeting: October 28,2024, in the Sunflower Room, OSC

Academic Affairs Committee

Chair: Mark Diacopoulos

Recorder: Christine Brodsky

September 17, 2024 via Teams

Members Present: Mark Diacopoulos (Chair), Christine Brodsky (Recorder), Norm Philipp, David Weaver, Mandi Alonzo, Gary Wilson, Susan Dellasega, Rebeca Book, Trina Larery, Lori Martin

Summary: Discussed syllabus best practices and next steps in gathering data. Revisit student survey from prior semesters, upload to SurveyMonkey, and redistribute to SGA and students via PSU Weekly. Will require solicitation from Department Chair and/or accreditation coordinators to determine if programs require certain syllabi features for accreditation. Following student and faculty feedback, will meet in ~4 weeks to discuss results and start to make a starter template. Will meet frequently from that point on. **Next Meeting** (Teams) on October 15 @ 2PM.

August 29, 2024 via Teams

Members Present: Mark Diacopoulos (Chair), Christine Brodsky (Recorder), Norm Philipp, David Weaver, Mandi Alonzo, Lori Martin

Summary: Elected the Chair and Recorder. Discussed syllabus guidelines as the main task of the group, following work done from previous semesters. Seeking best practices and examples of campus syllabi and ask what students want to see. Should have a best practices template for all to use with required features, but cannot be proscriptive and allow for academic freedom. Next steps include adding current committee members to Teams folder, committee members should look at exemplary syllabi and come prepared for the next meeting ready to discuss features. **Next Meeting** (Teams) on September 17 @ 2PM.

Undergraduate Curriculum Subcommittee

Chair: Byron McKay

Recorder: Anuradha Ghosh

Library Services/Learning Resources Subcommittee

Chair: Lora Winters

Recorder: Jorge Leon

Topics discussed - Committee group make-up, H.W. Smith Student Success Center, and an open forum to ask for questions to bring to Library Services faculty or Dean.

Online and Distance Learning Committee

Chair: Kelly Woestmann

Recorder: Paige Boydston

Academic Honors Subcommittee

Chair: ???

Recorder: ???

Honors College Subcommittee

Chair: Randy Winzer

Recorder: Emily Geroge

Winzer, Randy	COT	ETECH	wwinzer@pittstate.edu
Stahl, Tracy	CAS	Nursing	tstahl@pittstate.edu
Tseng, Li-Lin	CAS	Art	ltseng@pittstate.edu
George, Emily	COE	COE	eageorge@pittstate.edu
Zornes, Steve	COB	COB	szornes@pittstate.edu
Hannah Eckstein	Honors Eligible Student (senior)		hdeckstein@gus.pittstate.edu
Kennadie Campbell	Honors Eligible Student (junior)		kennadie.campbell@gus.pittstate.edu
Moots, Brian	Director, Honors College		bmoots@pittstate.edu
Bon, Susan	EVP for Academic Affairs & Provost	PROVOST	sbon@pittstate.edu

The initial meeting of the Honors College Faculty Senate Committee was held at 1:00 PM Thursday August 22nd, 2024 in room Kansas 3 of the Overman Student Center. Those in attendance were: Randy Winzer, COT; Tracy Stahl, CAS; Li-Lin Tseng, CAS; Emily George, COE; Steve Zornes, COB; Hannah Eckstein, Honors College Student Senior Representative; Kennadie Campbell, Honors College Student Junior Representative; Brian Moots, Honors College Director.

Introductions were made by all present along with their association with the committee or honors college in the past if any.

Director Moots gave an update including the new application requirements, timeline, review process and scholarship levels. There were several questions concerning the review and selection process from the new members of the committee.

Randy Winzer was nominated as chair for the 2024-25 academic year. No other nominations were received. Elected by acclamation.

Emily George volunteered to be the recorder for the 2024-25 academic year.

The meeting adjourned at 1: 27 PM

Respectively Submitted,

Randy Winzer – Initial Chair and Recorder

Writing Across the Curriculum Subcommittee

      Chair: Ashley Shaw

      Recorder: Janet Zepernick

Diversity and Multicultural Affairs Subcommittee

      Chair: Dennis Audo

      Recorder: ???

Student-Faculty Committee

      Chair: Serif Uran

      Recorder: Joanne Brotz

Student-Faculty Committee last met on Aug 29 and selected the chair and recorder. No cases have been presented for review at this time.

All-University Committee

      Chair: Kristen Maceli

      Recorder: Anna Beth Gilmore

Faculty Affairs Committee

    Chair: ???

    Recorder: ???

Constitution Committee

    Chair: Mark Johnson

    Recorder: Beth Hendrickson

General Education Committee

    Chair: Mark Johnson

    Recorder: Michele Barnaby

Budget Committee

    Chair: Kent Runyan

    Recorder: Karen Johnson

Academic Honesty Committee

    Chair: David Weaver

    Recorder: ???

Undergraduate Curriculum –
   Chair: Byron McKay
   Recorder: Anuradha Ghosh

UGCC Meeting 9/13/2024			Voting Members Approval of Proposed Changes					
			Pursley	Carper	Ghosh	McKay	Weaver	Hess
		Present:	X	_	X	X	_	_
Dept: CHEMISTY								
	Education Emphasis Revision	Changes approved	X		X	X		
	Notifications	No Vote Needed						
	CHEM-369							
	CHEM-469							
	CHEM-569							
Dept: KUSB								
	MKTG-480 Revision	Changes approved	X		X	X		

Faculty Senate Curriculum Change Form

Effective Date: FALL 2024   Submission Date: 3/18/24

Department: Chemistry   College: Arts & Sciences

Contact Person: Bobby Winters   Chair

Revision   Emphasis

Enter Name of Program: Chemistry (Education)

If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.

Originating Departments(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:
   Add PSYCH 155 General Pscyhology to Teaching Requirements.

2. Rationale for change, including changes to curriculum objectives:
   Pre-req for PSYCH 263 and can no longer require it as part of Gen Ed.

3. Will this change affect any education majors?   Yes
   If "yes," this request will need to have the approval of the Council for Teacher Education.

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? *Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

   No

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? *Whether a "yes" or "no" response, please provide an explanation.*

   No

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**

7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?
   No

8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**
   If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.

9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?
   No

10. Describe the program assessment plan (for new programs only):

    a. Enrollment targets =
    b. Outcome expected and process to evaluate =

    c. Plan to abandon if enrollment targets not met =

Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. *If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.*

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

CURRICULUM REVISIONS

	Existing	Proposed
Title:		
Curriculum: (Do not include GenEd)	Teaching Requirements EDUC-261 Explorations in Education (3 hours) PSYCH-263 Developmental Psychology (3 hours) PSYCH-357 Educational Psychology (3 hours) EDUC-479 Effective Teaching Strategies for Middle and Secondary (3 hours) SPED-510 Overview of Special Education (3 hours) EDUC-520 Methods and Materials for Academic Literacy (3 hours) Professional Semester CHEM-579 Supervised Student Teaching and Follow-Up of Teachers (2 hours) EDUC-458 Methods and Curriculum (3 hours) EDUC-464 Measurement and Evaluation (2 hours) EDUC-475 Supervised Clinical Experience (9 hours)	Teaching Requirements EDUC-261 Explorations in Education (3 hours) PSYCH-155 General Psychology (3 hours) PSYCH-263 Developmental Psychology (3 hours) PSYCH-357 Educational Psychology (3 hours) EDUC-479 Effective Teaching Strategies for Middle and Secondary (3 hours) SPED-510 Overview of Special Education (3 hours) EDUC-520 Methods and Materials for Academic Literacy (3 hours) Professional Semester CHEM-579 Supervised Student Teaching and Follow-Up of Teachers (2 hours) EDUC-458 Methods and Curriculum (3 hours) EDUC-464 Measurement and Evaluation (2 hours) EDUC-475 Supervised Clinical Experience (9 hours)

Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 3/18/2024   Signature, Chairperson: _____

-Approved: College Curriculum Committee

Date: 4/29/24   Signature, Committee Chair: _Mary Carol Pomatto_

-Approved: Dean of College

Date: 4/29/24   Signature, Dean: _Mary Carol Pomatto_

-Approved: Council for Teacher Education (if applicable)

Date: 5/2/24   Signature, Council Chair: _James _____

-Approved: University Undergraduate Curriculum Committee

Date: 9/13/24   Signature, Committee Chair: _____

-Approved: Faculty Senate

Date: _____   Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Faculty Senate Notification Form

This form is to be used to notify campus of changes that need to be updated in the university catalog but don't necessarily need Faculty Senate approval.

Effective Date: Fall   2024   Submission Date: 05//2024

Department: Chemistry   College: Arts & Science

Contact Person: Khamis Siam   Chair/Coordinator

Originating Department(s): After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

1.   Purpose/Justification for this notification:

   The course CHEM369 needs to be offered on a variable credit hour from 1-3. The change is needed to comply with the KBoR requirements of 120 hours to complete a degree. The reason for making it variable is to allow students under the current catalog to obtain credit for 3 hours and that will be phased out for students coming in the Fall 2024 catalog.

2.   Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? No   *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

3.   Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? No   *Whether a "yes" or "no" response, please provide an explanation.*

Modality of:	Existing Select One	New/Proposed Select One
Admission Requirements:		
Pre/Co-Requisite(s):		
Other: (ex. Gen Ed ONLY)	3 hours	1-3 hours

Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 5/2/2024   Signature, Chairperson: _____

-Approved: Dean of College

Date: 5/2/24   Signature, Dean: *Mary Carb Pomatto*

-Recognized by: Faculty Senate

Date: _____   Signature, Recorder Faculty Senate: _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Faculty Senate Notification Form

This form is to be used to notify campus of changes that need to be updated in the university catalog but don't necessarily need Faculty Senate approval.

Effective Date: Fall   2024   Submission Date: 05//2024

Department: Chemistry   College: Arts & Science

Contact Person: Khamis Siam   Chair/Coordinator

Originating Department(s): After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

1.   Purpose/Justification for this notification:

The course CHEM469 needs to be offered on a variable credit hour from 1-3. The change is needed to comply with the KBoR requirements of 120 hours to complete a degree. The reason for making it variable is to allow students under the current catalog to obtain credit for 3 hours and that will be phased out for students coming in the Fall 2024 catalog.

2.   Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? No   *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

3.   Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? No   *Whether a "yes" or "no" response, please provide an explanation.*

Modality of:	Existing Select One	New/Proposed Select One
Admission Requirements:		
Pre/Co-Requisite(s):		
Other: (ex. Gen Ed ONLY)	3 hours	1-3 hours

Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 5/2/2024   Signature, Chairperson: _____

-Approved: Dean of College

Date: 5/2/24   Signature, Dean: _Mary CaboPomatto_____

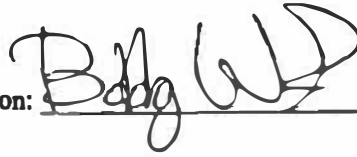-Recognized by: Faculty Senate

Date: _____   Signature, Recorder Faculty Senate: _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Faculty Senate Notification Form

This form is to be used to notify campus of changes that need to be updated in the university catalog but don't necessarily need Faculty Senate approval.

Effective Date: Fall   2024   **Submission Date:** 05//2024

Department: Chemistry   **College:** Arts & Science

Contact Person: Khamis Siam   Chair/Coordinator

Originating Department(s): After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

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1.   Purpose/Justification for this notification:

   The course CHEM569 needs to be offered on a variable credit hour from 1-3. The change is needed to comply with the KBoR requirements of 120 hours to complete a degree. The reason for making it variable is to allow students under the current catalog to obtain credit for 3 hours and that will be phased out for students coming in the Fall 2024 catalog.

2.   Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? No   *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

3.   Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? No   *Whether a "yes" or "no" response, please provide an explanation.*

Modality of:	Existing Select One	New/Proposed Select One
Admission Requirements:		
Pre/Co-Requisite(s):		
Other: (ex. Gen Ed ONLY)		

Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 5/3/2024   Signature, Chairperson: Bobby WD

-Approved: Dean of College

Date: 5/2/24   Signature, Dean: Mary Carol Pomatto

-Recognized by: Faculty Senate

Date: _____   Signature, Recorder Faculty Senate: _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Faculty Senate Course Form

Effective Date: Fall ⊡ 2024 ⊡ Submission Date: 2/2/20

Department: Kelce Undergraduate School of Business   College of: Business ⊡

Contact Person: Lynn Murray   Faculty ⊡

Course: **Revision** ⊡

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

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1. Purpose/Justification for a **Revision** ⊡ to Course: MKtg 480
   This course has never been offered in its current iteration and our management degree has added a similar course - we will shift this course to a broader and much needed focus on business-to-business marketing

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at

   Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*
   None outside of the College of Business

3. Will this course be required of any education majors? No ⊡
   If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   No

5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**
   None

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? No
   If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.

8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus: **Attach with upload.**

9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus: **Attach with upload.**

Course Numbers cannot be changed, only created.

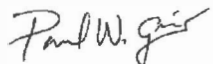|	Existing	New/Proposed
Title:	Logistics and Supply Chain Management	Business to Business Marketing
Course Number:	MKTG 480	MKTG 480
Credits:	3	3
Grading System:	A-F, IN ✔ IP ☐ P/F ☐	A-F, IN ✔ IP ☐ P/F ☐
Pre/Co-Requisite(s):	Prequisite: MKTG 330 Principles of Marketing	Prerequisite: MKTG 330 Principles of Marketing
Course Description	This course provides students with the core concepts related to a broad range of supply chain and logistics elements, including flow of products, SCM information systems, supply chain and logistics measurement, latest logistics technology, inventory management, transportation management, and global logistics performance. Prerequisite: MKTG 330 Principles of Marketing.	An in-depth examination of critical areas of business-to-business marketing including (but not limited to relationship management, market assessment, strategy formulation and evaluation. Prerequisite: MKTG 330 Principles of Marketing.

Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 2/2/24   Signature, Chairperson: _____

-Approved: College Curriculum Committee
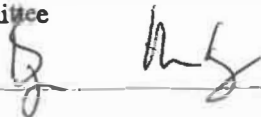
Date: 4-30-2024 Signature, Committee Chair: _____

-Approved: Dean of College

Date: Apr 30, 2024   Signature, Dean: Paul W. Gri _____

-Approved: Council for Teacher Education (if applicable)

Date: _____   Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 9/13/24   Signature, Committee Chair: _____

-Approved: Faculty Senate

Date: _____   Signature, Recorder Faculty Senate: _____