



# Pittsburg State University Faculty Senate Meeting

**Date:** Monday, September 25, 2023  
**Time:** 3:00 p.m.  
**Location:** Sunflower Room, Overman Student Center

## Agenda

- I. **Call to order**
- II. **Approval of [May 8, 2023 minutes](#)**
- III. **Announcements**
  - A. **Provost and Vice President of Academic Affairs- Dr. Howard Smith**
  - B. **PSU/KNEA Remarks- Amy Hite**
  - C. **Student Senate Remarks- Jaben Parnell**
  - D. **Unclassified Professional Senate Remarks – Greg Belcher**
  - E. **University Support Staff Remarks - Cindy VanBecelaere**
  - F. **Faculty Senate Report- Rebeca Book**
- IV. **[Committee Reports](#)**
  - A. **Academic Affairs Committee - Chair: Norm Philipp**
    - Undergraduate Curriculum Subcommittee - **Chair: MaryJo Goedeke**
    - Library Services/Learning Resources Subcommittee - **Chair: Chris Labuda**
    - Online and Distance Learning Committee - **Chair: Kelly Woestman**
    - Academic Honors Subcommittee - **Chair: Jamie Wood**
    - Honors College Subcommittee - **Chair: Michelle Hudiburg**
    - Writing Across the Curriculum Subcommittee - **Chair: Lydia Bechtel**

- **Diversity and Multicultural Affairs Subcommittee - Chair: Laura Washburn**

**B. Student-Faculty Committee - Chair: David Weaver**

**C. All-University Committee - Chair:**

**D. Faculty Affairs Committee - Chair: Jonathan Dresner**

**E. Constitution Committee - Chair: Mark Johnson**

**F. Pitt State Pathway Committee - Chair: Pitt State Pathway**

**G. Budget Committee - Chair: MaryJo Goedeke**

**H. Academic Honesty Committee - Chair: Norm Philipp**

**V. Unfinished Business:**

**VI. New Business:** Election of Executive Committee member from COB  
Faculty of Year Award from KBOR – see attached

**VII. Open Forum:**

**VIII. Adjournment**

Next Faculty Senate Meeting: October 23, 2023, in the Sunflower Room, OSC

**Academic Affairs –**

Chair: Norm Philipp

Recorder: David Weaver

**Undergraduate Curriculum –**

Chair: MaryJo Goedeke

Recorder: Shelby Hutchens

**UGCC Meeting**

**09/15/2023**

	Voting Members Approval of Proposed Changes			Ex-Officio	Ex-Officio	Ex-Officio
	Goedeke	Hutchens	McCarty	Philipp	Roelfs	Hensley
Present:	x	x			x	x

**Dept: Teacher**

**Education**

**Notification**

**Form**

Updating admission to Prof Semester requirements for elementary ed

Updating admission to Prof Semester requirements for teacher candidates

**Dept: HHPR**

**Notification**

**Form**

Eliminating pre-requisites for HHP 349 - Group Fitness Instruction

**Eliminating  
prerequisites  
for REC 350**

\*Approved subject to correction of hours required in Major curriculum summary.

"Required Core" should state (21-22) rather than (22-23) in both current and proposed major sections.

**Library Services –**

Chair: Chris Labuda  
Recorder: Beth Hendrickson

**Online and Distance Learning –**

Chair: Kelly Woestmann  
Recorder: Paige Boydston

**Academic Honors –**

Chair: Jamie Wood  
Recorder: Jessica Jorgenson Borchert

Academic Honors: We met to elect a chair and recorder. Each member is individually reviewing proposals for their college.

**Honors College –**

Chair: Michelle Hudiburg  
Recorder: Anuradha Ghosh

**Writing Across the Curriculum –**

Chair: Lydia Bechtel  
Recorder: Carol Meza-Bakke

Writing Across the Curriculum Committee Report 9/18/23

Members: Jason Clemensen (chair), Gail Yarick, Dennis Audo, Lydia Bechtel, Carol Meza-Bakke, Robert Lindsey, Janet Zepernick

The WAC committee met on September 18, 2023. The committee discussed scoring the Writing to Learn submissions that were due this past Friday. The committee has assigned each committee member 6 submissions to score. These submissions will be scored by the end of the week 9/22/23.

The committee also discussed how AI is affecting the Writing to Learn courses. Janet Zepernick informed the committee about AI becoming more powerful and affective over the summer. The Academic Honesty Policy now addresses AI. There have been workshops about designing AI proof assignments, attendance has been minimal. This is telling the committee that the faculty does not currently see AI as an issue. Therefore, the committee will wait to make any recommendations until the faculty tells us this is an issue that needs to be addressed.

**Diversity and Multicultural Affairs –**

Chair: Laura Washburn  
Recorder: Kristen Maceli

**Student-Faculty –**

Chair: David Weaver  
Recorder: Jessica Jorgenson Borchert  
Student faculty: no report

**All-University –**

Chair:  
Recorder: Jason Reid

**Faculty Affairs –**

Chair: Jonathan Dresner  
Recorder: Kevin Elliott  
Faculty Affairs Committee Report  
9-18-2023

The faculty affairs committee met through Teams to address the following:

- Committee Chair- Jonathan Dresner was selected as the chair of the committee
- Recorder- Kevin Elliott was selected as the recorder of the committee
- The committee is in the process of reviewing several PD Travel Requests for approval. Communication on these reviews was conducted through Teams too.

Submitted 9-18-23 by Kevin Elliot

**Constitution –**

Chair: Mark Johnson  
Recorder: Beth Hendrickson

**Pitt State Pathway –**

Chair: Mark Johnson  
Recorder: Lora Winters  
Pitt Pathway/General Education Committee Report

The General Education Committee did not meet in September.

**Budget Committee –**

Chair: MaryJo Goedeke  
Recorder: Karen Johnson

Budget Committee:

Met via email to elect a chair of the committee and a recorder.

Chair: Mary Jo Goedeke  
Recorder: Karen Johnson

**Academic Honesty –**

Chair: Norm Philipp

## **9. FACULTY OF THE YEAR AWARD**

In order to recognize and encourage excellence in teaching, research, and service, the Board will, on an annual basis, present an award to one tenured and one non-tenured but tenure track faculty member at each state educational institution and the University of Kansas Medical Center. To assist the Board in identifying appropriate recipients for the award, the Faculty Senate of each state educational institution and the University of Kansas Medical Center shall adopt criteria by which each Faculty Senate shall annually select two faculty members to recommend to the Board for recognition. The criteria shall seek to identify faculty members whose teaching, research, and service over the preceding academic year have exemplified excellence and commitment to the mission of the institution. The criteria may be adopted and amended at any time in accord with the governance procedures of the individual Faculty Senates but shall be submitted to and subject to final review and approval by the President and Chief Executive Officer of the Board. Nominations shall be submitted to the Board in adequate time for review and approval or rejection at the Board's annual August retreat. Recipients shall be called before the Board for recognition at the September Board meeting by invitation of the Board Chair.

**PLEASE NOTE:** If this is of interest to CoFSP this year, the first step would be for each Faculty Senate president to work on criteria (and perhaps a general process) for his/her own campus, by which each faculty senate shall select two members to recommend to the Board. Once the criteria and process are established, those should be submitted for approval of the Board President/CEO. One possible goal would be to have each campus/Faculty Senate President submit the criteria/process by December 1, and then the hope would be that they could be approved by sometime in January. This would give Faculty Senate Presidents the spring semester to do the second major step of coming up with the nominations (I'd suggest the nominations be ready to submit to the Board by June 1).

PSU Faculty Senate 23-24

### 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: Spring 2024 Submission Date: 8/23/23

Department: Health, Human Performance and College of: Education

Contact Person: Janice Jewett Faculty

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: *(attached)*  
The course was originally designed for students in the wellness emphasis or the dance minor with specific pre-requisites. However, the course is now an approved elective for other programs including the Bachelor of Integrated Studies with the
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? **Select One** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
This may affect other departments but only in an effort to remove a barrier for the students (regardless of major or minor) to enroll in the course.
3. Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? **Select One** *Whether a "yes" or "no" response, please provide an explanation.*  
No.

	Existing	New/Proposed
Modality of:	Select One	Select One
Course ID & Name: (use if it is the only change)	HHP 349 Group Fitness Instruction	HHP 349 Group Fitness Instruction
Admission Requirements:		
Pre/Co-Requisite(s):	HHP 151: Dance Appreciation HHP 200: Lifetime Sports (Dance)	N/A

**Item 1:**


The course was originally designed for students in the wellness emphasis or the dance minor with specific pre-requisites. However, the course is now an approved elective for other programs including the Bachelor of Integrated Studies with the Healthcare Innovation emphasis. The pre-requisites are no longer needed for the course and are a barrier when students try to enroll.



PSU Faculty Senate 23-24

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 8/23/23 Signature, Chairperson: 

-Approved: Dean of College

Date: 8/23/23 Signature, Dean: 

-Approved: 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.**

PSU Faculty Senate 23-24

### 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: Spring 2024 Submission Date: 8/15/23

Department: Health, Human Performance and Recreation College of: Education

Contact Person: Dr. Janice Jewett Faculty

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.

- Purpose/Justification for this notification:**

The class was initially designed for recreation majors only and had a pre-req of REC 160: Intro to the Professions of Recreation, Sport and Hospitality. It has since been approved for PittState Pathways and also is a recommended elective for Public Health Minors as well as the Integrated Studies Degree, Healthcare Innovation Emphasis. Since students from various majors are now taking the course, the pre-req of REC 160 is no longer needed. The current listing of REC 160 is a barrier to enrollment and needs to be removed.
- Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? **Select One** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

Eliminating the pre-req for this course will allow students from various majors with the public health minor or the Integrated Studies Degree with an emphasis in Healthcare Innovation to enroll in the course without requesting a waiver of the pre-requisite.
- Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? **Select One** *Whether a "yes" or "no" response, please provide an explanation.*

No

	Existing	New/Proposed
Modality of:	Online	Online
Course ID & Name: (use if it is the only change)	REC 350 Promoting Community and Worksite Wellness	REC 350 Promoting Community and Worksite Wellness
Admission Requirements:		
Pre/Co-Requisite(s):	Rec 160: Intro to the Professions of Recreation, Sport and Hospitality	N/A

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 8/16/23 Signature, Chairperson: John H. O'Connell

-Approved: Dean of College

Date: 8/21/23 Signature, Dean: James Timelore

-Approved: 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  2023  Submission Date: 6/20/23

Department: Teacher Education College of: Education

Contact Person: Jean Dockers Select One

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:  
Update to admission requirements to provide clarification and remove barriers for students
  
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? **Yes** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
It applies to all teacher education programs across campus.
  
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.*  
We are only changing requirements for our existing programs.

	Existing	New/Proposed
Modality of:	Select One	Select One
Course ID & Name: (use if it is the only change)		
Admission Requirements:	See attached	See attached <i>Teacher Ed.</i>
Pre/Co-Requisite(s):		

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 6/20/23 Signature, Chairperson: Jean Dockers Digitally signed by Jean Dockers  
Date: 2023.06.20 15:07:58 -05'00'

-Approved: Dean of College

Date: Jul 5, 2023 Signature, Dean: James Truebre

-Approved: 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.**

## **EXISTING**

### **ELEMENTARY/ELEMENTARY EDUCATION UNIFIED/EARLY CHILDHOOD UNIFIED MAJORS**

1. Complete the admission application.
2. Be recommended for teacher education by advisor, Explorations in Education or Transfer Module instructor, and two college instructors.
3. Meet the basic skills requirement
4. Complete EDUC 261 Explorations in Education with a minimum grade of "C".
5. Complete EDUC 345 Transfer Student Module (for students transferring credit for EDUC 261 only).
6. Complete the General Education Core Curriculum (see page 16) with a minimum grade point average (GPA) of 2.80.
7. Cumulative GPA of 2.80.
8. Complete a statement of disclosure and background check.
9. Complete electronic portfolio components as required in EDUC 261 (or EDUC 345).
10. Complete the teacher candidate interview.
11. Complete the critical learning experience essay.

### **SECONDARY/PK-12 MAJORS**

1. Complete the admission application.
2. Be recommended for teacher education by the assigned advisor, Explorations in Education or Transfer Module instructor and two college instructors.
3. Meet the basic skills requirement
4. Complete EDUC 261 Explorations in Education with a minimum grade of "C".
5. Complete EDUC 345 Transfer Student Module (for students transferring credit for EDUC 261 only).
6. Earn a "C" or better in ENGL 101, ENGL 299, COMM 207, and 3 hours of MATH (College Algebra or above).

7. Cumulative GPA of 2.50.
8. Complete a statement of disclosure and background check.
9. Complete electronic portfolio components as required in EDUC 261 (or EDUC 345).
10. Complete the teacher candidate interview.
11. Complete the critical learning experience essay.

## **NEW/PROPOSED**

### **ADMISSION REQUIREMENTS FOR ALL TEACHER CANDIDATES**

1. Complete the admission application.
2. Complete background check.
3. Be recommended for teacher education by Explorations in Education or Transfer Module instructor and one other college instructor.
4. Meet the basic skills requirement
5. Complete EDUC 261 Explorations in Education with a minimum grade of "C".
6. Earn a "C" or better in ENGL 101, ENGL 299, COMM 207, and 3 hours of MATH (above remedial level).
7. Cumulative GPA of 2.50.







# TE Admit Reqs FS Notification 062023

Final Audit Report

2023-07-05

Created:	2023-06-26
By:	Karen Lasota (KLASOTA@PITTSTATE.EDU)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIGMLkzv14FPKUbd9dYK8Uy7OUj-tEf_Z

## "TE Admit Reqs FS Notification 062023" History

-  Document created by Karen Lasota (KLASOTA@PITTSTATE.EDU)  
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-  Document emailed to Jim Truelove (jtruelove@pittstate.edu) for signature  
2023-06-26 - 5:59:47 PM GMT
-  Email viewed by Jim Truelove (jtruelove@pittstate.edu)  
2023-07-05 - 1:51:24 PM GMT- IP address: 198.49.82.49
-  New document URL requested by Jim Truelove (jtruelove@pittstate.edu)  
2023-07-05 - 1:51:35 PM GMT- IP address: 198.49.82.49
-  Document e-signed by Jim Truelove (jtruelove@pittstate.edu)  
Signature Date: 2023-07-05 - 2:26:30 PM GMT - Time Source: server- IP address: 198.49.82.49
-  Agreement completed.  
2023-07-05 - 2:26:30 PM GMT

### 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  2023  Submission Date: 6/20/23

Department: Teacher Education College of: Education

Contact Person: Jean Dockers Select One

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:  
Update to admission requirements for student teaching to provide consistency across all majors
  
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? **Yes** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
It applies to all teacher education programs across campus.
  
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.*  
We are only changing requirements for our existing programs.

	Existing	New/Proposed
Modality of:	Select One	Select One
Course ID & Name: (use if it is the only change)		
Admission Requirements:	See attached	See attached  <i>Prof Semester</i>
Pre/Co-Requisite(s):		



## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 6/20/23 Signature, Chairperson: Jean Dockers Digitally signed by Jean Dockers  
Date: 2023.06.20 15:07:03 -05'00'

-Approved: Dean of College

Date: Jul 5, 2023 Signature, Dean: James Truebre

-Approved: 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.**

## EXISTING

All teacher candidates must meet the following requirements for admission to the professional semester:

- Admission to teacher education
- A grade of “C” or higher in PSYCH 263 Developmental Psychology
- Successful completion of:
  - Multi-cultural requirement in PSYCH 357 Educational Psychology
  - Diversity project in SPED 510/511 Overview of Special Education
- Satisfactory completion of the reflection essay (electronic portfolio checkpoint 2)
- Completion of background check
- Approval from major academic department
- At least six hours of resident credit at PSU

Additional requirements for **Elementary and Elementary Education Unified** majors include:

- Cumulative GPA of 2.80 or higher
- In-major GPA of 3.00 or higher with no grade lower than a “C”
- Completion of all courses listed under Education, Psychology & Lab Experiences
- Completion of a minimum of 100 cumulative credit hours
- GPA of 2.00 in each field of concentration: English & Literature; History & Social Science and Math & Science
- A grade of “C” or higher in PSYCH 357 Educational Psychology
- Successful completion of EDUC 307 Clinical Experience
- Completion of MATH 304 Mathematics for Education II
- Successful completion of *Praxis* Subject Assessment exams:
  - Principles of Learning and Teaching: K-6
  - Elementary Education: Content Knowledge for Teaching

Additional requirements for **Early Childhood Unified** majors include:

- Cumulative GPA of 2.80 or higher
- In-major GPA of 3.00 or higher with no grade lower than a “C”
- Completion of all courses listed under Education, Psychology & Lab Experiences
- Completion of a minimum of 100 cumulative credit hours
- A grade of “C” or higher in PSYCH 357 Educational Psychology
- Completion of MATH 304 Mathematics for Education II

Additional requirements for **Secondary/PK-12** majors include:

- Cumulative GPA of 2.50 or higher
- In-major GPA of 2.75 or higher
- Grade of “B” or higher in PSYCH 357 Educational Psychology
- GPA of 3.00 or higher in 15 hours of professional education courses with no grade lower than “C”
  - EDUC 261 Explorations in Education (including successful completion of field experience)
  - SPED 510 Overview of Special Education
  - PSYCH 357 Educational Psychology (minimum grade of “B”)
  - EDUC 520 Methods and Materials for Academic Literacy
  - Techniques 479
- Completion of a minimum of 95 cumulative credit hours
- Completion of a minimum of 30 in-major credit hours

## **NEW/PROPOSED**

All teacher candidates must meet the following requirements for admission to the professional semester:

- Admission to teacher education
- Completion of background check
- Approval from major academic department
- Cumulative GPA of 2.50 or higher
- In-major GPA of 2.75 or higher
- Completion of minimum of 30 in-major credit hours

Additional requirement for **Elementary and Elementary Education Unified** majors:

- In-major GPA of 2.75 or higher with no grade lower than a “C”

Additional requirement for **Secondary/PK-12** majors:

- GPA of 3.00 or higher in 15 hours of professional education courses with no grade lower than “C”
  - EDUC 261 Explorations in Education (including successful completion of field experience)
  - SPED 510 Overview of Special Education
  - PSYCH 357 Educational Psychology
  - EDUC 520 Methods and Materials for Academic Literacy
  - Techniques 479







# Prof Sem Admit Reqs FS Notification 062023

Final Audit Report

2023-07-05

Created:	2023-06-26
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-  Email viewed by Jim Truelove (jtruelove@pittstate.edu)  
2023-07-05 - 1:51:08 PM GMT- IP address: 198.49.82.49
-  New document URL requested by Jim Truelove (jtruelove@pittstate.edu)  
2023-07-05 - 1:51:44 PM GMT- IP address: 198.49.82.49
-  Document e-signed by Jim Truelove (jtruelove@pittstate.edu)  
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2023-07-05 - 2:26:40 PM GMT