

Pittsburg State University

Faculty Senate Meeting

DATE: Monday, February 22, 2016
TIME: 3:00
LOCATION: Sunflower Room, Overman Student Center

AGENDA

- I. Call to Order**
- II. Approval of January 25, 2016 minutes**
- III. Announcements**
 - A. Provost and Vice President of Academic Affairs—Dr. Lynette Olson**
 - B. PSU/KNEA Remarks—Dr. Tim Bailey**
 - C. Student Senate Remarks— Marcus Clem**
 - D. Unclassified Senate Remarks—Ms. Ashley Wadell**
 - E. University Support Staff Remarks—Terri Blessent**
 - F. Faculty Senate Report—Dr. Julie Samuels**
- IV. Committee Reports**

(Reports from committees will begin with Undergraduate Curriculum committee followed by Academic Affairs)

 - A. Academic Affairs Committee—Chair: Andrea McConnaughey, Rion Huffman**
 - Undergraduate Curriculum Subcommittee—**Chair: Greg Murray, James McBain**
 - Library Services Subcommittee—**Chair: Randy Winzer**
 - Information Systems Subcommittee—**Chair: Ram Gupta,**
 - Continuing Studies Subcommittee—**Chair: Laura Covert, KristiFrisbee**
 - Departmental Academic Honors Subcommittee—**Chair: Rion Huffman, Jamie McDaniel**
 - Honors College Subcommittee—**Initial Chair: Randy Winzer**

- Writing Across the Curriculum Subcommittee— **Chair: Andrea McConnaughey, Grant Moss**
- Diversity and Multicultural Affairs Subcommittee—**Chair: Andrea McConnaughey, Anil Lal, Gloria Flynn**

B. Student Faculty Committee—Chair: Julie Dainty

C. All University Committee—Chair: Jim McBain, Christel Benson

D. Faculty Affairs Committee—Chair: Janis Schiefelbein, Anil Lal, Cliff Morris

E. Constitution Committee—Chair: Neil Snow, Hazel Coltharp

F. General Education Committee—Chair: Mark Johnson, Kristi Stuck

G. Budget Committee—Initial Chair: Rebecca Butler, Kristi Frisbee

All University Committees or Other Appointments

- **Academic Honesty Committee—Chair: Janice Jewett**

V. Unfinished Business:

VI. New Business:

VII. Open Forum:

VIII. Adjournment

Pittsburg State University
University Undergraduate Curriculum Committee

February 3, 2016

Members present: Greg Murray (COT) – chair
 Jim McBain (A&S)
 Kristen Maceli (COB)
 Brenda Roberts (COE) – recorder
 Janice Jewett – ex-officio

Chair Greg Murray via email called for a review of the current proposed legislation in order to solicit a vote or comments as appropriate.

College of Business

Accounting and Computer Information Systems

Fraud Examination Minor Request for Revision to Curriculum

Delete POLS 562 Law and Politics as a selection

Add POLS 609 Administrative Law as a selection

*Emails from ACIS and HPASS supporting the change were provided.

Motion to approve; second. Motion passed.

College of Technology

Automotive Technology Request for Revision to Course; remove AT 462 Structural and Non-Structural Analysis as a prerequisite for AT 464 Damage Analysis, Estimating, and Insurance Appraisal

AT 464 Damage Analysis, Estimating, and Insurance Appraisal - Change to Course Description; Prerequisites: AT 301 Fundamentals of Collision Technology

*This change is to reflect what the Automotive department is already doing, and will eliminate the need for substitution paperwork.

Meeting adjourned.

Respectfully submitted,
Brenda Roberts (recorder)

Request for Revision to Curriculum

Revision for: Major Minor Emphasis Certificate

Department: ACIS College: Business

Submission Date: 11-11-15

Revision Effective: Fall, 2016
(Year)

Contact Person: David O'Bryan Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Fraud Examination Minor

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
n/a

Description of Change: Delete POLS 562: Law and Politics as an allowed selection and replace it with POLS 609: Administrative Law. In the catalog copy below, this would be a change in the third block of classes in which students are required to select one from among three choices.

Rationale for Change (include changes to curriculum objectives): The fraud minor was initiated in 2007. As the minor has evolved it has become clear to both the Justice Studies program and the Department of Accounting and Computer Information Systems that POLS 609 provides more relevant content for fraud minors than POLS 562.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?

Yes No

Whether a "yes" or "no" response, please provide an explanation.

This change only affects the Fraud Examination minor at Pittsburg State University.

Is this revision related to, and/or may affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

The Fraud Examination minor is an interdisciplinary program / joint effort of the Justice Studies program and the Department of Accounting and Computer Information Systems. Both units concur with this change as evidenced by the attached email correspondence between unit chairpersons. This curriculum revision is being processed in parallel through both the College of Business and the College of Arts and Sciences to ensure both units approve of the revision.

Existing Major or Minor/Emphasis/Certificate

Copy and paste the existing curriculum as it currently appears in the online catalog:

Core Classes (15 hours):

ACCTG 201: Financial Accounting (3 hours)

ACCTG 422: Internal Auditing (3 hours)

ACCTG 625: Fraud Examination (3 hours)

JUST 223: Basic Interviewing and Counseling Skills (3 hours)

JUST 522: Crime Scenes and the Law of Evidence (3 hours)

Selection one (3 hours):

JUST 528: White Collar Crime (3 hours)

SOC 547: Criminology (3 hours)

Select one (3 hours)

JUST 500: Criminal Law and Society (3 hours)

JUST 501: Criminal Procedure (3 hours)

POLS 562: Law and Politics (3 hours)

Proposed Major or Minor/Emphasis/Certificate:

List below, the proposed curriculum as you wish it to appear in the online catalog:

Core Classes (15 hours):

ACCTG 201: Financial Accounting (3 hours)

ACCTG 422: Internal Auditing (3 hours)

ACCTG 625: Fraud Examinatino (3 hours)

JUST 223: Basic Interviewing and Counseling Skills (3 hours)

JUST 522: Crime Scenes and the Law of Evidence (3 hours)

Selection one (3 hours):

JUST 528: White Collar Crime (3 hours)

SOC 547: Criminology (3 hours)

Select one (3 hours)

JUST 500: Criminal Law and Society (3 hours)

JUST 501: Criminal Procedure (3 hours)

POLS 609: Administrative Law (3 hours)

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):

No

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

Yes No *If "yes," please realize that it will need to gain approval of the President's Council.*

Please give the rationale for additional student fees:

None will be required

3. Will this revision have specific General Education courses required? Yes No

Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors? Yes No

If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?

None.

Additional Questions for certificate only:

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

(minimum of 24 hours) Yes No

2. Does the course content contained within this certificate provide relevance to employment opportunities or

meet professional objectives for the student? Yes No

If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Financial Assistance to initiate Department of Education approval.

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 11/11/15 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 11/13/15 Signature, College Curriculum Committee Chair [Signature]
- Approved: Dean of College
Date 11/13/15 Signature, Dean [Signature]
- Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/5/16 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
- Final approved packet forwarded to Provost's office.
Date _____ Signature, Recording Secretary, Faculty Senate _____

Notification to COCAO/Kansas Board of Regents (if required): _____ Date: _____

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.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost's administrative officer at x4113 if unsure.

Please Note: This is at least a 2-3 month process from the time of first submission and is designed to eliminate concerns and questions at the beginning of the process. Any questions/concerns not addressed prior to the review by the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process, before it is sent (if required) to the Kansas Board of Regents, which may result in a delay in implementation.

Re: Proposed Change to Fraud Examination Minor

From : Pete Rosen <prosen@pittstate.edu>

Tue, Nov 10, 2015 04:02 PM

Subject : Re: Proposed Change to Fraud Examination Minor**To :** David O'bryan <dobryan@pittstate.edu>**Cc :** Roy Janisch <rjanisch@pittstate.edu>, McBain, James <jmcbain@pittstate.edu>, Barbara Bonnekessen <bbonnekessen@pittstate.edu>

David,

Since the change in the minor only impacts the POLS courses accepted, and since Barbara has signed off on this, you have my approval as well.

Thanks to you and Roy for your hard work in maintaining this minor as a viable option for Pitt State students.

Sincerely,



Peter Rosen

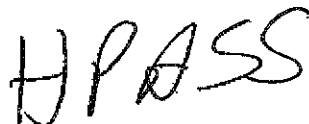
Chair, Accounting and Computer Information Systems Department

From: "Barbara Bonnekessen" <bbonnekessen@pittstate.edu>**To:** "David O'bryan" <dobryan@pittstate.edu>**Cc:** "Pete Rosen" <prosen@pittstate.edu>, "Roy Janisch" <rjanisch@pittstate.edu>, "McBain, James" <jmcbain@pittstate.edu>**Sent:** Tuesday, November 10, 2015 3:39:15 PM**Subject:** Re: Proposed Change to Fraud Examination Minor

David,

you have my approval. I am returning a PDF of the document with my signature on the last page. I am also copying Jim McBain - please let him know your timeline to upload it to our committee's Briefcase.

bb



Barbara Bonnekessen, Ph.D.

Associate Professor & Chair

Department of History, Philosophy, and Social Sciences

412 Russ Hall

Pittsburg State University

1701 South Broadway

Pittsburg KS 66762

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Automotive Technology College: Technology
 Date: 11-9-15

Submission

Contact Person: John Thompson Faculty member Chair

Revision Effective: Fall 2016 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

The course is for automotive students only and does not affect any other courses or programs.

Purpose/Justification for Revision to Course: The pre-req of AT 462 is no longer needed.

Existing Course:

Course Number: AT 464

Title of Course: Damage Analysis, Estimating, and Insurance Appraisal

Credit Hours: 3

Prerequisite: AT 301 and AT 464

Course Description (as it appears in the current catalog): Course includes a look at damage analysis, estimating systems and terminology, and an overview of the insurance industry with an emphasis on the automobile. Frontal, side, and rear impact analysis is covered along with mechanical systems analysis, restraints, and refinishes. Electronic estimating software and manual estimating is demonstrated and used. Determination of vehicle value, total loss status, policy coverage, parts sources, and other issues are covered as well. Prerequisites: AT 301 Fundamentals of Collision Technology and AT 462 Structural and Non-Structural Analysis.

Proposed Course:

Course Number: AT 464

Title of Course: Damage Analysis, Estimating, and Insurance Appraisal

Credit Hours: 3

Prerequisite: AT 301

Course Description (as it will appear in the next catalog): Course includes a look at damage analysis, estimating systems and terminology, and an overview of the insurance industry with an emphasis on the automobile. Frontal, side, and rear impact analysis is covered along with mechanical systems analysis, restraints, and refinishes. Electronic estimating software and manual estimating is demonstrated and used. Determination of vehicle value, total loss status, policy coverage, parts sources, and other issues are covered as well. Prerequisites: AT 301 Fundamentals of Collision Technology.

Additional Questions

1. Is this course to be considered for General Education? Yes No

If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

_____ *Please realize that it will need to gain approval of the General Education Committee.*

2. Will this course be required of any education majors? Yes No

If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
 LEGISLATIVE PROCESS
 AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET


Approved: Department Chairperson
 Date 11-10-15 Signature, Department Chairperson 

Approved: College Curriculum Committee
 Date 1.7.16 Signature, College Curriculum Committee Chair 

Approved: Dean of College
 Date 1.8.16 Signature, Dean 

Approved: General Education Committee (if applicable)
 Date _____ Signature, General Education Committee Chair _____

Approved: Council for Teacher Education (if applicable)
 Date _____ Signature, Council for Teacher Education Chair _____

Approved: Faculty Senate University Undergraduate Curriculum Committee
 Date 2/5/16 Signature, Undergraduate Curriculum Committee Chair 

Approved: Faculty Senate
 Date _____ Signature, Recording Secretary, Faculty Senate _____

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

Please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.