

FACULTY SENATE MINUTES

October 28, 2024

The Pittsburg State University Faculty Senate met at 3:00 p.m. on Monday, October 28, 2024 with Norm Philipp, President, presiding.

Past Minutes

Minutes from the September 30, 2024 meeting were approved.

Guest Speaker

Stu Hite shared a number of updates from University Police and Parking Services (UPPS). UPPS is now on the second floor of Horace Mann and will remain in Horace Mann until the new KBI building is done. KBI Special Agents are also occupying the second floor, East side of the building. It was also shared that an AED unit can now be found in every building on campus. In addition, NARCAN units can also be found with the AED units. It's important to identify where these units are in your primary building. The AED units are very easy to use. Step by step directions are provided on demand. NARCAN units include two doses of a nasal spray. No priming is required. There is no harm in given the medication to someone who has not overdosed. In person training is available by the CHC. A postcard was also passed out (see attached copy at the end of the minutes) discussing Fentanyl and included a QR code for a free kit and test strips. Faculty were encouraged to contact UPPS with any questions.

Announcements

Provost and Vice President of Academic Affairs – Dr. Susan Bon

Provost Bon started by sharing the positive enrollment news for Fall 2024. Fall 2024 is the first time in awhile that we have seen a total increase in enrollment.

Provost Bon confirmed that the Writing to Learn (WL) program would be suspended effective Spring 2025. Stipends will still be paid to those faculty with WL courses on the Spring 2025 course schedule. Provost Bon is working on establishing an Innovative Academic Grant program that will focus on General Education courses. Other possible grant programs will be discussed as a possible way to reward faculty for using best practices in the classroom.

The Research and Sponsored Programs office will be moving from Block 22 to campus. This will provide a more direct line to Academic Affairs and increase flexibility. There have been discussions to increase faculty representation on the IRB. More information will be shared as decisions are made.

Provost Bon expressed the importance of interest-based bargaining as negotiations begin with KNEA. The goal is for all parties to be good partners and to consider what is in the best interest for all. Advising and mentoring has already been considered as a topic for discussion. Other ideas are welcome. Feel free to contact Provost Bon or President Philipp.

Lastly, Provost Bon shared that she spoke with President Philipp regarding the selection of faculty for the Academic Honors committee. It may be necessary to select committee members in the Spring to better align with the work of the committee. In addition, a training document would be helpful as committee members frequently rotate. Risk planning has been a recent topic discussed at President's Cabinet. These discussions are on-going. On May 20th and 21st there will be a cybersecurity conference on campus. There is no charge to those who would like to participate.

PSU/KNEA –Khamis Siam, President

Negotiations begin tomorrow, October 29th. Laura Lee Washburn is the lead negotiator. Faculty are urged to contact Dr. Siam with any contract interests. A KNEA dinner will be held in McPherson Hall on November 19th at 5:30pm. RSVPs are required by the 12th. All faculty are invited to attend.

Student Senate – Jonah Sandford, Representative

No report.

Unclassified Professional Senate – Greg Belcher, President

UPS and USS are continuing to work on merging their constitutions. The PD Day designed for staff will be held in January. Programs will focus on issues relevant to staff. The Docking Survey will be conducted this year.

University Support Staff – Michelle Hensley, President
No report.

Faculty Senate President – Norman Philipp, President
President Philipp shared that KBOR did not have a meeting in October. Instead, KBOR made a site visit to Wichita State. The Faculty Senate Presidents had no concerns on the updates to the KBOR Credit for Prior Learning handbook. KBOR continues to meet monthly with university leadership and other constituent groups.

Committee Reports

Academic Affairs – Mark Diacopoulos, Chair

The committee met on October 15th to continue discussions on syllabus best practices and a new syllabus template. See agenda for details.

Undergraduate Curriculum – Byron McKay, Chair
No report.

Library Services/Learning Resources – Lora Winters, Chair
No report.

Online and Distance Learning – Kelly Woestman, Chair
No report.

Academic Honors – TBD, Chair

The committee does not yet have an identified chair or recorder. President Philipp has discussed with Provost Bon the potential need to build this committee in the Spring so that committee members are ready to review student submissions in early Fall. See agenda for details on College of Business and College of Arts and Sciences proposals.

Honors College – Randy Winzer, Chair
No report.

Writing Across the Curriculum – Ashley Shaw, Chair
The committee met on October 16th. See agenda for details.

Diversity and Multicultural Affairs – TBD, Chair
No report. It was announced that the committee will need to elect a new chair and recorder.

Student-Faculty – Serif Uran, Chair
No report.

All University Committee – Kristen Maceli, Chair
The committee met on October 16th to elect a chair and recorder. No other business to report.

Faculty Affairs – David Sikolia, Chair
See agenda for details on committee activities. There was a question regarding how to rate and rank sabbatical requests in addition to using the rubric. Previous committee members stated that the rubric and committee discussions are all that have been used in the past. Previous members also recommended in person meetings for these types of discussions.

Constitution Committee – Mark Johnson, Chair
No report.

General Education Committee – Mark Johnson, Chair
The committee met on October 8th to finalize and approve the new General Education Course Amendment Form. See agenda for details.

The new form was presented as a first reading. Due to the time sensitive nature of the form (deadline for submissions is December 1st), it was motioned and approved to allow for an online vote following the meeting once senators had time to review the form.

Budget Committee – Kent Runyan, Chair
No report.

Academic Honesty – David Weaver, Chair

There were no issues to report. The committee was asked to consider a definition for “Academic Probation” which is a possible action in cases of misconduct. Currently, there is no real explanation as to what this means.

Unfinished Business

There was a question about the current status of the IRB. (Dr. Bon indicated in her comments that additional faculty representation was expressed as a need.) There are ongoing discussions regarding the possibility of including a member of Faculty Senate on the IRB or a faculty representative from each college.

New Business

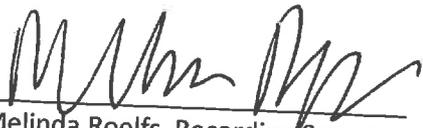
In new business, it was suggested that a guest speaker be invited to an upcoming meeting to discuss the Gorilla Rising project. In addition, a question was asked about the future of the swimming pool in the Weede. President Philipp will check with Facilities Planning.

Open Forum

It was announced the Crossland College of Technology Open House is scheduled for November 1st. All are welcome. In addition, there will be a Student Art Exhibit in Porter Hall on October 30th from 5-7pm. And, lastly, there is an Authors’ Reception scheduled in Axe Library on November 7th at 3pm.

Meeting Adjourned

Meeting adjourned Monday, October 28, 2024, at 4:05 p.m.


Melinda Roelfs, Recording Secretary



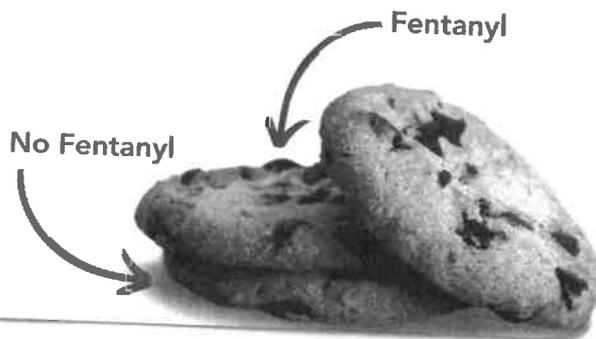
**CHC
SEK**

The Chocolate Chip Cookie Effect

Because fentanyl is never evenly distributed throughout a street pill, some parts of the pill may contain no fentanyl while other parts contain a lot!

Once a pill is pressed, the components are locked in place. This is called the chocolate chip cookie effect.

Where is the fentanyl hiding in your street pill?
Laboratory testing indicates 7 out of 10 pills seized by the DEA contain a deadly dose of fentanyl.



FREE

Tools to prevent and respond to opioid overdose.
Mailed right to your doorstep.



Naloxone Kit and Fentanyl Test Strips

Opioid emergencies can happen anytime and anywhere. Having Naloxone in your first aid kit, or carrying it with you on the go, can save lives. Fentanyl test strips are small strips of paper that can detect fentanyl in all different types of drugs.

Medication Disposal Bags or Lock Box



Safeguard medications at home with a medication lock box. Learn about a safe way to discard medications, preventing still-potent drugs from contaminating the water supply.

For more information, visit chcsekacademy.org

Funding for this project was provided (in part) by a grant approved and awarded by the Kansas Fights Addiction Grant Review Board with grant administration support from the Sunflower Foundation, Health Care for Kansas.

FACULTY SENATE MEMEBERSHIP (24-25) October 28, 2024

Faculty Senators	Signature	Substitute (Print)
Norm Philipp, (President)		
David Weaver, (President Elect)	<i>David Weaver</i>	
Dennis Audo, At-Large	<i>[Signature]</i>	
Jordan Backs, TWL		
Tim Bailey, HPSS		
Michele Barnaby, At-Large	<i>Michele Barnaby</i>	
Denise Bertoncino, At-Large		
David Boffey, HHPR		
Rebeca Book, At-Large	<i>Rebeca Book</i>	
Paige Boydston, PSYCH	<i>[Signature]</i>	
Christine Brodsky, At-Large	<i>[Signature]</i>	
Heather Carter, TCHL	<i>[Signature]</i>	
Chad Crain, CMCET	<i>[Signature]</i>	
Barth Cox, COMM	<i>[Signature]</i>	
Marcus Daczewitz, TCHL	<i>[Signature]</i>	
Jonathan Dresner, HPSS	<i>[Signature]</i>	
David Ferguson, AUTO	<i>[Signature]</i>	
Kristi Frisbee, At-Large	<i>Kristi Frisbee</i>	
Andrew George, BIOL	<i>[Signature]</i>	
Beth Hendrickson, Library	<i>Beth Hendrickson</i>	
Ashleigh Heter, NURS	<i>[Signature]</i>	
Karen Johnson, NURS	<i>[Signature]</i>	
Mark Johnson, At-Large	<i>[Signature]</i>	
Erin Jordan, At-Large	<i>[Signature]</i>	
Myriam Krepps, ENGML	<i>[Signature]</i>	
Joseph Labuda, MIL	<i>[Signature]</i>	
Jorge Leon, At-Large	<i>[Signature]</i>	
Janet Lewis, ART	<i>Janet Lewis</i>	
Kristen Maceli, KUSB	<i>[Signature]</i>	
Dan Maxwell, ETECH	<i>[Signature]</i>	
Barbara McClaskey, At-Large	<i>[Signature]</i>	
Grant Moss, At-Large	<i>[Signature]</i>	
David Pearson, PHYS	<i>[Signature]</i>	
Jason Reid, TWL	<i>[Signature]</i>	
John Ross, MUSIC	<i>[Signature]</i>	
Ashley Shaw, TCHL	<i>[Signature]</i>	
Khamis Siam, At-Large	<i>Khamis Siam</i>	
Kyle Thompson, WGS	<i>[Signature]</i>	
Scott Thuong, MATH	<i>[Signature]</i>	
Irene Zegar, CHEM	<i>Irene Zegar</i>	
Janet Zepernick, ENGML	<i>Janet Zegar</i>	
USS Senate Representative		
UPS Senate Representative		
Student Government Representative	<i>[Signature]</i>	
Student		



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/Learning 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/Learning 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