

FACULTY SENATE MINUTES

April 27, 2026

The Pittsburg State University Faculty Senate met at 3:00 p.m. on Monday, April 27, 2026, with David Weaver, President, presiding.

Past Minutes

Minutes from March 30, 2026, meeting were approved.

Announcements

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

Provost Bon expressed her thanks for the many events and activities, including student awards, conferences and prospective student events on campus that support recruitment and retention. She addressed concerns from some faculty who have been told in the past that they are responsible for recruitment. She noted that this was something she learned was an expectation of former leadership; however, the events happening on campus along with the high impact instruction in classrooms help support recruitment and retention. This is how faculty contribute. Provost Bon also discussed the work being done with graduate programs and the recent hiring of an Assistant Director for Graduate and Continuing Programs. In addition, Provost Bon shared KBOR has gathered the provosts to discuss definitions for the new DEI/CRT legislation. They hope to have definitions confirmed soon so that they can make informed decisions moving forward. Other new policies from KBOR, such as the workload policy, require reports from PSU to demonstrate we are meeting the mandates. The discussions on the course scheduling structure will continue into the fall and spring with any changes recommended for fall 2027. Classrooms and office spaces will be evaluated as Kelce moves downtown and plans for renovating Heckert-Wells and Yates continue. Provost Bon encouraged faculty to be flexible and good neighbors as challenges arise. Lastly, Provost Bon provided updates on several task forces including a report from the Professional Development Travel Fund Task Force. See agenda for details.

PSU/KNEA – *Ananda Jayawardhana, President*

President Jayawardhana reported that negotiations are in progress, focusing on salaries.

Student Senate – *Corey Humble, Representative*

President Humble introduced the next SGA President, Darrel McLeod.

Unclassified Support/Professional Senate – *Eva Sager & Michelle Hensley, Co-Presidents*

No report.

Graduate College

No report.

Faculty Senate President – *David Weaver, President*

President Weaver thanked Rebeca Book for her work on the KBOR Faculty of the Year awards. He also thanked those who helped during Apple Day. In addition, President Weaver discussed the funding challenges and encouraged faculty to watch the recorded Town Hall if they couldn't attend in person. PSU is considering a 2.8 – 3.5% tuition increase. Lastly, he encouraged faculty to continue to watch news out of Topeka. A lot of legislation was discussed this year and although some legislation does not get approved, it can always be reintroduced in future sessions.

Committee Reports

Academic Affairs – *Mandi Alonzo, Chair*

No report.

Undergraduate Curriculum – *Byron McKay, Chair*

All submissions up for review were passed and recommended for approval by Faculty Senate. See the agenda for details.

All curriculum items recommended by the Undergraduate Curriculum Committee were approved.

Library Services/Learning Resources – *Philip Frank, Chair*

No report.

Online and Distance Learning – *Beth Hendrickson, Chair*

No report.

Academic Honors – *Laurent Pretot, Chair*

No report.

Honors College – *Rion Huffman, Chair*

No report.

Multicultural Affairs – *Joanne Britz, Chair*

No report.

Student-Faculty – *Serif Uran, Chair*

No report.

All University Committee – *Tracy Stahl, Chair*

No report.

Faculty Affairs – *James Whitney, Chair*

Dr. Jayawardhana wrote a resolution on behalf of the Faculty Affairs Committee expressing appreciation to the PSU Foundation for providing professional development travel funds over the years. It was motioned and approved to acknowledge the resolution and share it with Kathleen Flannery and the PSU Foundation.

Constitution Committee – *Karen Johnson, Chair*

No report.

General Education Committee – *Michele Barnaby, Chair*

No report.

Budget Committee – *Stephen Zornes, Chair*

No report.

Academic Honesty – *Kristen Livingston, Chair*

No report.

AI Committee – *Jorge Leon, Chair*

The AI Committee's recommendation that faculty should include one of three categories of AI Use designation in their syllabi was approved at second reading. See attachment for details. The language and designations will be added to the document, "Required Information for Course Syllabi."

Unfinished Business

The Constitution Committee presented the "Authority of the Executive Committee for Time-Sensitive Compliance" for first reading. This would be considered an addition to the Bylaws. This is being recommended due to the experience this year with the DEI/CRT legislation and the need to act quickly to ensure compliance. The following faculty were put forward for KBOR Faculty of the Year: 1) Laura Covert-Miller (tenured), 2) Alessandro Martins (tenure earning) and 3) Jamie Phelps (non-tenured). The process for selecting faculty continues to be discussed. The Constitution Committee presented a set of Bylaw changes for first reading. See attached for details. There was a question raised regarding the Honors College recommendation. It was noted that the Honors College Committee had little impact on the criteria for the Honors College or the program in general and that the Honors College is not necessarily under the purview

of the Faculty Senate but instead Academic Affairs. The Faculty Senate Executive team is discussing and will submit soon an initiative for Access Pitt State.

New Business

None.

Open Forum

Provost Bon shared that she was recently made aware that the ROTC students and Veterans receiving benefits are not eligible for priority enrollment. She recommended that these students be considered for priority enrollment and has asked President Weaver to present the recommendation to the Student Faculty Committee for discussion.

Meeting Adjourned

Meeting adjourned Monday, April 27, 2026, at 4:06 p.m.

A handwritten signature in black ink, appearing to read 'Melinda Roelfs', written over a horizontal line.

Melinda Roelfs, Recording Secretary

Pittsburg State University
Faculty Senate Artificial Intelligence (AI) Ad Hoc Committee

The Artificial Intelligence (AI) Ad Hoc committee recommends:

- That faculty should include one of the three Categories of AI Use designation (Three Categories are: Allowed, Conditional, Prohibited) in their class syllabi.
- Faculty are strongly encouraged to add a rationale statement that provides context for the designation.

It is recommended that the language is added to the “Required Information for Course Syllabi supplement”, [linked here](#) and also found here

(https://www.pittstate.edu/registrar/_files/documents/fs_requiredinfo_syllabus.pdf)

Use is Allowed: Use of Generative AI tools is permitted in this course (examples may include ChatGPT, Gemini, and/or Co-pilot). Students are responsible for the accuracy and originality of their work and must clearly disclose and cite any AI-generated content. Assignments using AI should include an acknowledgment statement specifying the tool, provider, and purpose of use.

[Insert rationale].

Use is Conditional

You may be permitted to use AI tools such as ChatGPT, CLAIR, and Gemini to assist on some assignments in this course (e.g., brainstorm ideas, outline documents, or write drafts). The course instructor will provide clear instructions in each assignment as to whether generative-AI is allowed for that assignment.

[Insert rationale].

Use is Prohibited

Students are expected to produce original work in all assignments. The use of Generative AI is prohibited in this class. Submitting AI-generated or AI-assisted work will be treated as academic misconduct.

[Insert rationale].

BYLAW VIII: Authority of the Executive Committee for Time-Sensitive Compliance

In order to ensure timely compliance with mandates issued by the Kansas Board of Regents and/or the Kansas State Legislature, the Faculty Senate hereby grants limited, conditional authority to the Faculty Senate Executive Committee (see Bylaw II.F) as follows:

1. Emergency Convening Authority

When legislation, policy directives, or regulatory requirements from the Kansas Board of Regents or the Kansas State Legislature necessitate prompt action affecting the Faculty Senate bylaws, the Executive Committee is authorized to convene as soon as practicable, without adherence to standard notice periods, to review such requirements.

2. Provisional Amendment Authority

The Executive Committee may, by a majority vote of its members, approve provisional amendments to the Faculty Senate bylaws strictly for the purpose of ensuring compliance with such external mandates. Any changes approved under this authority must be limited in scope to what is necessary for compliance.

3. Reporting and Ratification Requirement

Any provisional amendment adopted by the Executive Committee must be communicated in writing to the full Faculty Senate within five (5) business days of approval. Such amendments shall be placed on the agenda of the next regular or specially called meeting of the Faculty Senate for review and ratification.

4. Sunset Provision/Unlawful Provisions

Any provisional amendment temporarily approved and enacted by the Faculty Senate Executive Committee via Provisional Amendment Authority ~~under this section~~ shall remain in effect only until ratified, modified, or rejected by the full Faculty Senate. If the Faculty Senate does not ratify the amendment at its next meeting, the amendment shall expire immediately following that meeting unless continued compliance with external mandates requires temporary continuation to remove any unlawful provisions.

5. Consistency with Governing Authority

All actions taken under this section must be consistent with the governing documents of Pittsburg State University and applicable state law.

Effective Date:

This amendment shall take effect immediately upon approval by the Faculty Senate.

Suggested By-Law Changes in The Constitution

BYLAW IV. A. Academic Affairs Committee.

8. Honors College Subcommittee (***Removed Date***)
9. Writing Across the Curriculum Subcommittee (***Removed Date***)
10. Diversity and Multicultural Affairs Subcommittee (***Removed Date***)

BYLAW IV. D. Faculty Affairs Committee.

This committee shall be concerned with all educational matters which may affect the welfare of the faculty and the general development of the University as an institution of higher education. The faculty affairs committee upon request of the Senate shall serve in a liaison capacity, from and to the faculty, with respect to those matters which by law, contract, or other agreement have become the primary responsibility of some other group, agency, or organization on the campus. The committee shall accept primary responsibility to function on behalf of the Senate as to all other matters within its jurisdiction. The Committee shall investigate and make policy recommendations to the Senate concerning means of facilitating the professional development of the members of the faculty. If a committee member (or their spouse/significant other) chooses to apply for sabbatical leave, leave without pay or a summer teaching grant, that member must not participate in the relevant reviewing/voting process for anyone applying for the same award, but should continue to participate in the committee for determining other awards. The Faculty Senate Executive Committee will appoint another faculty of the same College to temporarily fill the vacancy. (Amended 11/18/85, 05/12/86, 08/20/09). ***Additionally, the committee shall explore the influences of multiculturalism in instruction, in the curriculum, and in the academic content of various disciplines, including developing curriculum resources which deal with such issues. This committee will now serve as liaison among the organized multicultural groups on campus, including such as the Tilford Group, and/or International Student Programs. the Campus and Community Resource Center, etc.***

Justification of Changes

A.8. Honors College subcommittee. Proposal to eliminate this subcommittee as new Honors College directives will now be managed independently by the creation of the Honors Council (see below).

Excerpt from email from Brian Moots to select faculty involved with the Honors College

From: Brian Moots <bmoosts@pittstate.edu>

Sent: Tuesday, April 14, 2026 4:23:03 PM

Dear Honors Faculty,

Thank you for your continued service to the Honors College and our pursuit for excellence in academics and leadership. Next academic year, I'm excited to announce that we're going to launch an "Honors Council" that is composed of current Honors Faculty, the Director of the Honors College, and the Provost. The primary mission of the Honors Council will be to describe the fundamental elements of honors courses and then construct a set of standards...

A.9. Writing Across the Curriculum subcommittee. Proposal to make the sunseting of the Writing Across the Curriculum subcommittee official. Discussions to remove the subcommittee were listed on the agenda 2/24/25, 3/24/25, 4/28/25, and 5/12/25 as "will be sunset." 3/24/25 the constitution committee proposed dissolving. Writing Across the Curriculum was not on the September 2025 Agenda.

A.10. Diversity and Multicultural Affairs. Proposal to eliminate this subcommittee and move its modified charges to the Faculty Affairs Committee. This is to ensure alignment with current government regulatory bodies and legal provisos, while preserving the spirit of the original charges to this committee.

FACULTY SENATE MEMBERSHIP (2025-2026)

	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	
David Weaver, (President)	X	X	X	X	**	X	X	X		
Kristen Livingston, (President Elect)	X	X		X		X	X	X		
Bakke, Chris (HPASS)	X			X		X		X		
Barnaby, Michele (At-Large)	X	X	X			X				
Benson, Christel (At-Large)										
Bertoncino, Denise (At-Large)										
Bird, Natalie (HHPR)	X	X	X	X		X	X	X		
Book, Rebeca (At-Large)	X	X	X	X		X	X	X		
Botello-Sampson, Darren (At-Large)		X	X	X		X	X			
Chung, Peter (BIOL)	X	X		X		X	X	X		
Cook, Sheila (FCS)		X	X							
Coomes, Gena (NURS)	X	X	X	X		X	*	X		
Crain, Chad (CMCET)	X	X	X	X		X				
Daley, John (At-Large)	X	X				X	X	X		
DeCaro, Sara (Library Svcs)	X	X		X			X	X		
Elliott, Kevin (At-Large)	X	X	X			X	X	X		
Ferguson, David (AUTO)	X	X	X					X		
Fincher, Bridgette (TCHL)	X	X	X			X	X	X		
Frisbee, Kristi (At-Large)	X	X		X		X	X	X		
Jason, Malcolm (WGS)										
Johnson, Mark (At-Large)	X	X	X	X			X	X		
Jordan, Erin (At-Large)		X	X	X		X	X			
Krepps, Myriam (ENGML)	X	X	X	X		X	X	X		
Lawson, Kris (HPASS)	X	X	X	X		X	X	X		
Leon, Jorge (At-Large)	X	X	X	X		X	X	X		
McClaskey, Barbara (At-Large)	X	X	X	X		X	X	X		
Phillips, Charlie (TWL)	X			X				X		
Richardson, Jennifer (TCHL)										
Ross, John (MUSIC)		X	X	X		X				
Shay, Josh (MIL)	X		X	X		*	X	X		
Sikola, David (KUSB)	X	X		X		X				
Spera, Chris (PSYCH)	X	X		X		X	X	X		
Spielbusch, Dan (ENG)	X	X		X				X		
Stahl, Tracy (NURS)	X	X	X	X		X	X	X		
Thuong, Scott (MATH)	X	X	X	X		X				
Timmons, Olivia (ART)	X	X	X	X		X	X	X		
Uran, Serif (PHYS)	X	X	X	X		X	X	X		
Younger, Doug (GC)	X	X	X	X		X	X			
Zegar, Irene (CHEM)							X			
Zepernick, Janet (ENGML)	X	X		X		X		X		
Zornes, Stephen (KUSB)	X	X		X		X	X			
Univ Staff Senate Rep	X	X								
Student Rep										
Student Government Rep						X				

*Substitutions: 2/23/26 Callie Becraft for Josh Shay; 3/30/26 Anna Beth Gilmore for Gena Coomes

**January meeting canceled due to inclement weather.



Pittsburg State University

Faculty Senate

Date: Monday, April 27, 2026

Time: 3:00 p.m.

Location: Sunflower, Overman Student Center

Agenda

- I. Call to Order**
- II. Special Meeting of 2026-2027 Senators**
 - a. Nominate and elect 2026-2027 Executive Committee**
 - b. Results**
 - c. Adjourn special meeting**
- III. Open regular meeting**
- IV. Approval of March 30, 2025, minutes**
- V. Announcements**
 - a. Provost and Vice President of Academic Affairs – Dr. Susan Bon**
 - b. PSU/KNEA Remarks –**
 - c. Student Senate Remarks - - Corey Humble**
 - d. Unclassified Professional Senate Remarks & University Support Staff Remarks – Co Presidents - Eva Sager & Michelle Hensley**
 - e. Graduate College Remarks**
 - f. Faculty Senate President's Report – David Weaver**
-
- VI. Committee Reports**
 - a. Academic Affairs Committee – Chair: Mandi Alonzo**
 - Undergraduate Curriculum Subcommittee – Chair – **Byron McKay - VOTE**
 - Library Services/Leaming Resources Subcommittee - Chair: **Philip Frank**
 - Online and Distance Learning Committee - Chair: **Beth Hendrickson**
 - Academic Honors Subcommittee - Chair: ?
 - Honors College Subcommittee - Chair: **Rion Huffman**

- Campus and Community Resource Subcommittee - Chair: **Joanne Britz**

b. Student-Faculty Committee - Chair: **Serif Uran**

c. All-University Committee - Chair: **Tracy Stahl**

d. Faculty Affairs Committee - Chair: **James Whitney**

e. Constitution Committee - Chair: **Karen Johnson**

f. General Education Committee - Chair: Michele Barnaby

g. Budget Committee - Chair: Stephen Zornes

h. Academic Honesty Committee - Chair: Kristen Livingston

i. AI Committee - Chair: Jorge Leon

VII. Unfinished Business:

a. AI Committee recommendation – second reading

VIII. New Business:

a. Faculty Affairs Committee resolution request (see reports)

b. Authority of the Executive Committee for Time-Sensitive Compliance – first reading

c. KBOR Faculty of the Year –

d. Constitution & Bylaws revisions – 1st reading

e. ACCESS initiative goal for faculty senate – AI, June 2027 deadline

IX. Open Forum

X. Adjournment

- Next Faculty Senate Meeting: **Monday, May 11th, 3 PM**, in the Sunflower Room, OSC

Committee Reports:

Academic Affairs Committee

No Report

Undergraduate Curriculum Subcommittee

Attached

Library Services/Leaming Resources Subcommittee

No Report

Online and Distance Learning Committee

No Report

Academic Honors Subcommittee

No Report

Honors College Subcommittee

No Report

Campus and Community Resource Committee

No Report

Student-Faculty Committee

No Report

All-University Committee

No Report

Constitution Committee

No Report

General Education Committee

No Report

Budget Committee

No Report

Academic Honesty Committee

No Report

Faculty Affairs Committee

Attached is a resolution written by Dr. Ananda Jayawardhana on behalf of the Faculty Affairs Committee to express our appreciation for the support we have received over the years from the PSU Foundation for professional development travel funds. We would like for the letter to appear in the agenda for the next Faculty Senate meeting.

RESOLUTION

Whereas, the Faculty Affairs Committee has historically been responsible for administering funding from the Faculty Professional Development Travel Fund;

and

Whereas, this funding was generously provided by the Pittsburg State University Foundation, contributing over one million dollars over the past twenty years to support faculty professional development;

and

Whereas, this funding support concluded beginning with the 2025–2026 academic year;

and

Whereas, although the Faculty Affairs Committee is not currently administering the funding, its mission and the lasting impact of such support continue to play a significant role in the growth and enrichment of the university community;

Therefore, be it resolved, that the Faculty Senate hereby recognizes and extends its deepest appreciation to the Pittsburg State University Foundation for its many years of unwavering and generous support of faculty and their professional endeavors, which have profoundly enriched the Pittsburg State University campus.

Submitted by Members of the Faculty Affairs Committee:

Dr. James Whitney (Chair)
Dr. Tim Bailey
Dr. Ananda Jayawardhana
Dr. Gail Yarick
Dr. Bridgit Fincher
Dr. Kevin Elliott

AI Ad Hoc Committee

Faculty Senate Artificial Intelligence (AI) Ad Hoc Committee

The Artificial Intelligence (AI) Ad Hoc committee recommends:

- That faculty should include one of the three Categories of AI Use designation (Three Categories are: Allowed, Conditional, Prohibited) in their class syllabi.
- Faculty are strongly encouraged to add a rationale statement that provides context for the designation.

It is recommended that the language is added to the “Required Information for Course Syllabi supplement”, linked here and also found here
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[Insert rationale].

Use is Conditional

You may be permitted to use AI tools such as ChatGPT, CLAIR, and Gemini to assist on some assignments in this course (e.g., brainstorm ideas, outline documents, or write drafts). The course instructor will provide clear instructions in each assignment as to whether generative-AI is allowed for that assignment.

[Insert rationale].

Use is Prohibited

Students are expected to produce original work in all assignments. The use of Generative AI is prohibited in this class. Submitting AI-generated or AI-assisted work will be treated as academic misconduct.

[Insert rationale].

PITTSBURG STATE UNIVERSITY
Request for Professional Development Travel Reserve Funds

Fiscal Year: _____ **Funding** _____

FORWARD COMPLETED & SIGNED FORM TO: provost@pittstate.edu

This form must be typed and FULLY COMPLETED to be considered. Please apply on or before May 1st of each fiscal year.

1 Name of Applicant: _____
(Title-Dr.,Mr.,Ms.,etc.) (First Name) (Last Name) (Email and Phone Ext.)

2 Department: _____ Rank: _____
Instructor, Assistant Prof, Associate Prof, Professor, Univ Prof

Department Contact Person: _____ Ext. No.: _____

Please check one: Tenure/Tenure-earning ☐ Full-Time Non-tenure ☐

3 Select the appropriate priority for your presentation or professional development activity:

☐ **Priority 1:** *Only Tenure-Earning Faculty are eligible for this priority*
Tenure-earning faculty, subject to funding limits, who submit applications by the **First Monday in October** for travel to academic conferences or equivalent professional venues for the purpose of professional development or the presentation of research or creative work.

☐ **Priority 2:** *Only Tenured Faculty are eligible for this priority*
Tenured faculty, subject to funding limits, who submit applications by the **First Monday in October** for travel to academic conferences or equivalent professional venues for the purpose of presenting research or creative work.

☐ **Priority 3:** *Tenured and Tenure-Earning are eligible for this priority*
Tenure-earning and tenured faculty, subject to funding limits, who submit *after* the **First Monday in October** for travel to academic conferences or equivalent for the purpose of presenting research or creative endeavor.

☐ **Priority 4** *Considered after May 1st, if funding allows*
All other applicants
P4 Priority Levels:
☐ A. Travel for the purpose of research or creative endeavor
☐ B. Travel for the purpose of participating as an officer, committee member, discussant, reviewer, session chairperson, or editor
☐ C. All other purposes

Travel Information

- 4 Name of conference or professional development activity: _____
- 5 Dates of Travel: _____
- 6 Where are you traveling? ☐ In-state ☐ Out of state ☐ International
- 7 Is the purpose of your travel to present? ☐ Yes ☐ No
- If Yes, confirmation to present is required ☐ Confirmation attached ☐ Will submit when received
- 8 Have you been awarded Faculty PD Travel funds for another trip this AY? ☐ Yes ☐ No (if no skip to #19)
- a What was the total award you received? _____
- 9 Check the scenario that most closely matches your request
- ☐ First time request this academic year
- ☐ Request for additional funds for a second trip (only if first award was below max)
- 10 a. Total anticipated cost (from Business Office Travel Form) \$ _____
- b. Enter maximum allowed: _____
- \$1,500 for travel within the contiguous United States
- \$2,000 for travel to Alaska, Hawaii, or international travel
- c. Total of any previously awarded amounts within this AY for the same priority \$ _____ 0.00
- d. Total eligible amount (smaller amount of a & b minus c) \$ **0.00**

NOTE: This is your requested reimbursement amount. Final reimbursement will be based on actual expenses, not estimated expenses. Percentages may be adjusted depending on availability of funds.

- 11 Have you used professional development funds for this same presentation or professional development activity in the past?

☐ Yes ☐ No

- 12 Approvals:

Applicant	_____	Date	_____
Director/Chairperson	_____	Date	_____
Dean	_____	Date	_____

After funds have been allocated, you may contact the Business Office concerning loans for airline tickets and other prepaid expenses.

Don't Forget to attach your completed Travel Form!

ACADEMIC AFFAIRS TASK FORCES

TASK FORCE NAME	PURPOSE [Abbrev.]	LEAD//MEMBERS	NOTES [Target Completion Date, Addtl. Details]
Sabbatical Leave	Revised sabbatical leave in the 2023-2025 PSU/PSU KNEA contract and made the recommended revisions to the 2025-2028 PSU/PSU KNEA contract.	KNEA Bargaining Team, Provost and leadership team members	Completed and approved in KNEA Contract by KBOR 9/18/2025.
Think AI	Develop guidelines, training, and resources for use of generative AI in teaching, research, and campus operations.	LEAD: Michelle Hudiburg [CTLT], Campus and community members	Fall 2025 Joint effort Provost/CTLT. Anticipate a recommendation soon.
Faculty PD Travel Funds	Assess current temporary process and provide feedback/recommendation to Provost.	LEAD: Susan Bon/David Weaver Faculty	Fall 2025 Faculty Senate President Identified members and set target completion of spring 2026. Committee recommendation accepted, draft form is begin revised to reflect the priorities/process/deadlines.
Student Evaluation Form	Review and recommend revisions to the student evaluation form per MOU between PSU/PSU KNEA.	LEAD: KNEA Member/Provost and AAL team members	Spring 2026 Work collaboratively to identify members and provide charge with target completion of Fall 2026/Spring 2027.
Faculty Performance Appraisal	Review current process and recommend revisions per MOU between PSU/PSU KNEA; and clarify Faculty Success.	LEAD: KNEA Member/Provost Faculty and AAL team members	Spring 2026 Work collaboratively to identify members and provide charge with target completion of Fall 2026/Spring 2027.
Online Instruction	Establish best practices for online courses and encourage interaction/community among students.	LEAD: Susan Dellasega [CTLT] Faculty and AAL team members	Fall 2025 Identified members and set target completion of Fall 2026

AI Membership

NAME	DEPT/DIVISION	EMAIL	Notes
Susan Bon	Provost	sbon@pittstate.edu	Ex-officio
Michelle Hudiberg	CTLT	mhudiberg@pittstate.edu	Gen AI Coordinator
Casie Hermansson	CoA&S	chermansson@pittstate.edu	
Kristi Frisbee	CoA&S	kfrisbee@pittstate.edu	
DJ Jiang	Business	dliang@pittstate.edu	
Tristan Ragland	CoE	tragland@pittstate.edu	
Derrel Fincher	CCOT	dfinsher@pittstate.edu	
Madison Price	Library	mlprice@pittstate.edu	
Jesse Briscoe	Student Success	jbriscoe@pittstate.edu	
Scott Parish	ITS	sparish@pittstate.edu	
Heather Busch	Career Services	hbusch@pittstate.edu	
Jamie Cook	General Counsel	jamie.cook@pittstate.edu	
Ann Lee	Community Connection	alee@usd250.org	Asst Superintendent USD 250 Pittsburg

Faculty PD Membership

NAME	DEPT/DIVISION	EMAIL	Notes
Kristen Livingston	CoAS	kmlivingston@pittstate.edu	Task Force Lead
Ananda Jayawardhana	CoAS	ajayawardhana@pittstate.edu	
Alex Binder	KCOB	abinder@pittstate.edu	
Rebecca Book	CCOT	rbook@pittstate.edu	
Jason Reid	CCOT	jreid@pittstate.edu	
Gail Yarick	KCOB	gvarick@pittstate.edu	
Ashley Shaw	COE	ajshaw@pittstate.edu	
Kent Runyan	COE	crunyan@pittstate.edu	

Student Evaluation Form

NAME	DEPT/DIVISION	EMAIL	Notes
Chris Anderson	EML/COAS		
Peter Chung	Biology/COAS		
Kristen Humphrey	HPSS/COAS		
Shelby Hutchens	HHPR/COE		
Ashley Shaw	TCHL/COE		
Judy Smetna	KCOB		
David O'Bryan	KCOB		
Erin Jordan	CCOT		
Trevor Maiserouille	CCOT		
Susan Bon	Provost	sbon@pittstate.edu	Task Force Lead
			Ex-officio

Faculty Performance Appraisal

NAME	DEPT/DIVISION	EMAIL	Notes
Matt Tarpey	HPSS/COAS		
Ananda Jayawardhana	Math/COAS		
Judy Smetna	KCOB		Task Force Lead
Alex Binder	KCOB		
Andrea Kent	CCOT		
Derrel Fincher	CCOT		
Sara DeCaro	AXE		
Jason Cravens	COE		
Donna Zerr	COE		

Online Instruction

NAME	DEPT/DIVISION	EMAIL	Notes
Mark Diacopoulos	Assistant Provost	mdiacopoulos@pittstate.edu	Ex-Officio
Susan Dellasega	CTLT	sdellasega@pittstate.edu	Task Force Lead
Brian Sims	COE	bsims@pittstate.edu	Online Special Ed
Cherona Hicklin	COE	chicklin@pittstate.edu	Online Leadership
Krissy Lewis	COB	kllewis@pittstate.edu	Online HRD
Chelsey Decker	COB	cdecker@pittstate.edu	PMBA
Kyle Thompson	CAS	mkthompson@pittstate.edu	Online History
Gena Coomes	CAS	gcoomes@pittstate.edu	Online Nursing
Kevin Elliot	COT		Online TTED
Lisa Riedle	COT	lreidle@pittstate.edu	Dean
Eric Detherage	Library	edeatherage@pittstate.edu	Dean
Michelle Hudiberg	CTLT	mhudiberg@pittstate.edu	CTLT Sr. ID

Faculty Fund Development Charge 2026

Purpose

In coordination with the Faculty Senate, the Provost's office is establishing a Faculty PD Travel Funds Task Force. This multidisciplinary group is charged with developing guidelines for faculty travel fund awards and establishing a process for awarding the travel fund allocations to support Faculty Travel. This joint Task Force between the Provost and Faculty Senate President will begin in fall 2025.

1. Develop Recommendations for Allocation of Faculty PD Travel Funds
 - Create campus-wide guidelines and best practices for allocation of Faculty PD Travel Funds.
 - Ensure alignment with the PSU-KNEA contract of Core of Academe.
2. Support Faculty Research and Professional Development Goals
 - Provide a means to fairly support faculty in achieving their goals.
 - Identify existing funds and resources supporting faculty travel related to research and professional development.
3. Support new faculty (pre-Tenure) with Research and Professional Development Goals
 - Recognize that pre-tenured faculty earn less and may need more help with travel needs.
 - Recognize that pre-tenured faculty are required in many fields to travel for purposes of presenting research at professional conferences.
4. Foster Equity and Trust
 - Proactively address bias, privacy, and accessibility concerns.
 - Promote transparency and clarity in the process of allocating PD Travel Funds.

AY-26-27 Faculty Development Fund Proposal

The objective of this proposal is to address the charge to this task force to create a transparent, predictable, and equitable system for supporting faculty travel for the purpose of scholarship and development. As the university continues to grow its research profile, we recognize a need to formalize how funds are allocated, particularly for tenure-track faculty and those engaged in diverse forms of research—including applied, theoretical, and pedagogical studies. Accordingly, we recommend new priority categories with first priority being given to tenure-earning faculty; we further recommend a fall deadline for applicants planning to travel at any point in the fiscal year, even if approval to present has not yet been secured. We further suggest the following:

Application Process:

- i. Applicants will submit an application form prepared by the Provost's office outlining the key information needed to verify the applicant's qualification for funds.
- ii. Review of the applications submitted before the fall deadline will take place shortly after the deadline for approval. Review of applications submitted after the deadline will be reviewed shortly after their submission for approval.
- iii. We, on the task force, favor the current process of reviewing applications for its efficiency. We would also like some consideration to be given to faculty to review the process or the results for the sake of transparency and shared governance. Regardless of the specific review structure adopted, we further recommend that an annual report be shared with the faculty summarizing the number of applications received, their assigned priority categories, and the funding decisions, along with monthly updates provided to the Faculty Senate.

Deadlines:

- i. We recommend that the first Monday in October be the primary deadline for funding requests for that fiscal year. Applications submitted after this deadline will be considered contingent upon the availability of remaining funds. Establishing a standardized deadline allows reviewers to evaluate the total pool of requests and manage the budget effectively. Early submission allows for clear application of the priority categories. After May 1, we recommend that the remaining funds be allocated to priority 4.

Funding limits:

- i. We recommend keeping the current funding limits per person per fiscal year
 - a. \$1,500 for travel within the contiguous United States
 - b. \$2,000 for travel to Alaska, Hawaii, or international travel

Funding Priorities:

- i. We recommend the following priority categories for receipt of travel funds:
 - Priority 1: Tenure-earning faculty, subject to funding limits, who submit applications by the fall deadline for travel to academic conferences or equivalent professional venues for the purpose of professional development or the presentation of research or creative work.
 - Priority 2: Tenured faculty, subject to funding limits, who submit applications by the fall deadline for travel to academic conferences or equivalent professional venues for the purpose of presenting research or creative work.
 - Priority 3: Tenure-earning and tenured faculty, subject to funding limits, who submit *after* the fall deadline for travel to academic conferences or equivalent for the purpose of presenting research or creative endeavor.
 - Priority 4: All other applicants.
- ii. If available funds are insufficient to fully support all approved Priority 2 applicants, the remaining funds will be distributed proportionally among them. If there are remaining funds after the fall deadline, applicants in priority 3 will be approved for funding on a first-come, first-served basis. If there are remaining funds after May 1, applicants in priority 4 will be considered. We recommend that any funds used in priority 4 prioritize travel for the purpose of research or creative endeavor, followed by travel for the purpose of participating as an officer, committee member, discussant, reviewer, session chairperson, or editor, followed by all other purposes.
- iii. Interested applicants are encouraged to submit their applications before the fall deadline, even if approval to present has not yet been secured. We recommend that their portion of the funds be conditionally earmarked and receive the funding once the approval has been confirmed. If approval to present is not received by May 1, the funds would be released back into the pool for funding priority 3 and 4 categories. The form and application process should allow this scenario to not disadvantage late fiscal year travel.
- iv. "Presenting research or creative endeavor" is here understood to align with the language defined in the Core of Academe section of the PSU-KNEA Agreement.
- v. These priority categories ensure that faculty members in the most critical stages of their career (tenure-earning) are given first consideration, followed by travel that promotes the production of quality research or creative endeavor.

Communication:

- i. It is essential that whatever process is approved, faculty and staff be alerted and notified many times of the changes, including but not limited to once at the beginning of the new academic year and again one week before the fall deadline.

Undergraduate Curriculum Committee

Meeting Information

Meeting Date 4/10/2026
 Chair Byron McKay
 Recorder Jennifer Pursley
 Absent Voting Members Sheila Cook

Approval & Comments of Proposed Changes

Item	Department /College	Type	Cook - COE	Livingston FS Pres	McKay - COT	Neef - CAS	Pursley - COB	Decision
ART 479 Rev	ART	Revision Course		X	X	X	X	Approved
Art Education Emph Rev	ART	Revision Emphasis		X	X	X	X	Approved
BIOL 301 New	BIOL	New Course		X	X	X	X	Approved
BIOL Envir Educ Cert New	BIOL	New Certification		X	X	X	X	Approved
CHEM 593 Notification	CHEM	Notification						Approved
CHEM 601 Rev in Teacher Ed	CHEM	Revision Course						
CHEM 681 Rev	CHEM	Revision Course		X	X	X	X	Approved
CHEM Forensic Chem Rev	CHEM	Revision		X	X	X	X	Approved with changes
CHEM Polymer Emph Rev	CHEM	Revision		X	X	X	X	Approved with changes
CMCET 235 Notification	CMCET	Notification						
EML MLL Inactivate	EML	Inactivate		X	X	X	X	Approved
ENGL 301 Revision	ENGL	Revision Course		X	X	X	X	Approved
ENGL 308 Revision	ENGL	Revision Course		X	X	X	X	Approved
ENGL 478 Inactivate	ENGL	Inactivate		X	X	X	X	Approved
GC 430 Rev	TWL	Revision Course		X	X	X	X	Approved

GC 535 Rev	TWL	Revision Course	X	X	X	X	Approved with changes
HPSS Hist No Emph Deletion	HPSS	Deletion No Emphasis	X	X	X	X	Approved
HPSS History, General Emphasis New	HPSS	New Emphasis	X	X	X	X	Approved
BS History Educ Emph Rev	HPSS	Revision Emphasis	X	X	X	X	Approved
CHEM 601 Rev	CHEM	Revision Course	X	X	X	X	Approved
ENGL 479 Rev	ENGL	Revision Course	X	X	X	X	Approved
ENGL 480 Rev	ENGL	Revision Course	X	X	X	X	Approved
English Educ Emph Rev	ENGL	Revision Emphasis	X	X	X	X	Approved
Gerontology Minor Notification	COE	Notification					

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **December 2025**

Department: **Art**

College of: **Arts & Sciences**

Contact Person: **James Oliver**

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **ART 479**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

The College of Education and the Office of Teacher Education has requested the addition of EDUC 307 Clinical Experience (1 hour) and EDUC 370 Organization and Management of Middle and Secondary Classroom (2 hours) be added to all secondary teacher education programs. This addition necessitates adjustments in art content courses within the ART major- Art Education emphasis. ART 479 will change in title aligning with all other XXX 479 course titles across campus

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☒ Yes

☐ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☒ Yes

☐ No

5. Will additional resources or costs be required?

☒ Yes

☐ No

If so, what will be needed?

PSU Faculty Senate 25-26

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. 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:	Art Education: Secondary	Techniques for Teaching Art
Course Number:	ART 479	ART 479
Credits:	2	3
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):	ART 379- Art Education: Elementary, Admission to Teacher Education and PSYCH	Admission to Teacher Education and PSYCH 357- Educational Psychology
Course Description:	Examination of the fundamental theories, practices, and purposes of art education in secondary schools. Development of curriculum, discipline plans, safety policies, classroom design and management, with accompanying field observations and research. Preparation for employment, including teaching portfolio development, job search and interview techniques. To be taken before the professional semester. Prerequisites: ART 379 Art Education: Elementary (with a grade of B or better),	Examination of the fundamental theories, practices, and purposes of art education in elementary and secondary education. Studies to understand art education methods, to develop awareness of the creative process and to develop appropriate curriculum for K-12 students, discipline plans, and safety policies.

Authorization Sign-Off

Checklist: Check once verified.

☒	Required fields completed.
☒	Syllabus attached for new courses
☒	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 12/2/25

Signature, Chair/Director: _____

James Oliver Jr

-Approved: College Curriculum Committee

Date: 1/13/26

Signature, Committee Chair: _____

Christopher Mulder

-Approved: Dean of College

Date: 1/13/26

Signature, Dean: _____

Christopher Mulder

-Approved: Council for Teacher Education (if applicable)

Date: 3/4/26

Signature, Council Chair: _____

Ann [Signature]

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____

Bryan McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Art 479 Techniques for Teaching Art

Pittsburg State University
College of Arts and Science

Professor: Abby Anderson
Email: aausherman@pittstate.edu
Delivery Method: In-Person with online readings/discussions
Meeting Times: Monday & Wednesday 9-10:50am
Room: 303, Porter Hall

Office Hours	I will hold office hours in-person on the following days and times: • MW 11am-1pm • TTH 9am-11am • Fridays by appointment <i>Use Navigate to Make an Appointment:</i> <u>Navigate</u>
Office	303B, Porter Hall
Phone	Ext. 4668

COURSE DESCRIPTION:

Examination of the fundamental theories, practices, and purposes of K-12 art education, with a focus on practical teaching techniques. Students will learn to design effective curricula, develop discipline plans, implement safety policies, and create functional classroom layouts that support artistic learning. The course emphasizes classroom management strategies and includes field observations and research to connect theory with practice. Prerequisite: Admission to Teacher Education and PSYCH 357 Educational Psychology.

PREREQUISITES:

Admission to Teacher Education and PSYCH 357 Educational Psychology

PURPOSE OF THE COURSE:

With the material in this course, students will be preparing to play a significant role in promotion and encouragement of artistic development and practice in K-12 students as creativity and the arts are essential to the whole-brained student. Teachers have the potential to integrate quality art education experiences relevant to the lives of children by connecting learning in other subject areas, thus giving meaning in their world.

- Develop awareness of the important role of visual art in cultures.
- Know standards for, and strategies to, teach art
- Realize varied aesthetic theories and forms

COURSE REQUIREMENTS:

This course is designed to be a collaborative learning experience that mirrors the atmosphere of an authentic school environment. Emphasis will be placed on professional/respectful behavior, attitude, presentation, and engagement between future teachers and the instructor. Requirements for this course include research, reading, writing, art making, and participation in class and group discussions, presentations, field trips, field experience, and group tasks

COURSE OBJECTIVES:

The objectives of this course support the goal of enabling the teacher candidate to explore and develop knowledge, skills, and dispositions appropriate for a professional art educator. These objectives prepare the pre-service art teacher to meet the requirements for Kansas State K-12 art teacher certification. Knowledge and skills are organized in the following six categories:

1. Content of Art
2. Knowledge of Students
3. Curriculum Development
4. Instruction
5. Assessment in Art Education
6. Professional Responsibility

Learning Outcomes

- Generate art content knowledge through hands-on activities and independent research.
- Understand adolescents' cognitive, social and cultural developmental stages
- Select teaching methods appropriate for art learning cognitive, affective, and psychomotor levels.
- Utilize multiple methods of assessment to evaluate student's learning effectively.
- Develop a professional teaching portfolio
- Present research information visually and orally
- Explain health hazards associated with the use of art materials and know ways to use materials in safe ways

Assessment Strategies

- Present and review information through readings, lecture, discussion, and audio-visual media.
- Promote class discussion through reading assignments and verbal questioning strategies.
- Structure student learning focus through selected readings, and individual and/or group problems and projects.
- Demonstrate art techniques and teaching methods.
- Organize forum and format for student presentation of art lessons as well initiate and coordinate critiques of lesson presentations.
- Assess students' learning with performance-based assessment strategies such as journaling, individual/group projects, problem-solving and small group discussion as well as the traditional formats of assessment such multiple choice and short answer tests.

REQUIRED TEXTS AND MATERIALS:

Readings: All required readings will be provided electronically through Canvas

Suggested Readings: "Children and Their Art: Art Education for Elementary and Middle Schools" By Michael Day

Smart Phone: You will be taking photos of your completed work and blogging about each studio project and lesson plan.

Art Materials: Basic art supplies will be provided in class as needed throughout the course. These may include paper, presentation boards, watercolor paint, paintbrushes, scissors, glue, drawing pencils, oil pastels, charcoal, etc. If there are additional supplies you need to prepare individually, you will be asked to bring them to class. As assignments are given, media and materials options will be discussed, students will work with the instructor to choose and purchase appropriate materials. Each assignment must be done in a different medium, to ensure exploration of a variety of materials. In addition, you may need to purchase some supplies on your own as needed (e.g. a binder and other supplies).

GRADING AND PROFESSIONALISM POLICY

Grading System

90-100%	A Excellent
80-89%	B Above Average
70-79%	C Average
60-69%	D Poor
0-59%	F Failure

GRADING

Attendance and Participation	100 pts
Canvas Assignments	100 pts
High School Workshop	20 pts
Art Reception Reflection	10 pts
Final Lesson Plan Submission	50 pts

LATE ASSIGNMENT POLICY

All grades assume attention to professionalism and due dates. Meeting assignment deadlines is essential to collaborative learning and demonstrates respect for your colleagues. Discussion Forums rely on punctuality, so they will be closed at the end of the week, Friday by 11pm. All other assignments have a grace period of turning in work by the BEGINNING of the next class period with a 10% deduction. Any submissions after this point will receive an automatic 50%

ATTENDANCE POLICY

If you are more than 10 minutes late to class, you will be counted tardy (1/3 attendance for that day). It is your responsibility to obtain missed work and notes. No make-ups are given for missing in-class activities. Find a friend in class whom you might be able to contact as a resource in the event that you miss class and need assistance. Professional standards would indicate no more than 3 missed classes (1.5 week) of the semester. Communication is crucial for your own learning! Attendance makes up 100 points of your final grade and will be automatically scored in Canvas every class period.

CLASS CANCELLATIONS: Should inclement weather conditions or other conditions arise or be anticipated that would make class attendance unsafe, the university may elect to cancel classes for a defined period of time.

1. Students are not to report to campus. Check Canvas for class guidance. (Possibilities include no class, remote assignments, readings, etc.)

COURSE SCHEDULE

Week	Monday Topics	Wednesday Activity	Assignments due
Week 1 August 18, 20	Syllabus Why teach art? Setting up Canvas	Mantra Poster	Mantra Poster
Week 2 August 25, 27	Setting up Systems Start the Semester with Success	Classroom Exploration Materials and Supplies Management	Find a Source Discussion Forum
Week 3 September 1, 3	Materials Management Environment, Budget, Inventory, Health and Safety	Technology in the Classroom	Make a Materials Management Visual Aid Canvas Assignment
Week 4 September 8, 10	Behavior Management	Proactive vs Reactive Consequences Disturbance and Regulation	List of Misbehavior Response Plan
Week 5 September 15, 18	Children's Drawing Stages	Identify stage from a collection Invisible Ink Drawing	Children and Their Art Ch 3 and 6 Drawing Discussion Forum
Week 6 September 22, 25	Learning Styles Scaffolding, Differentiation	Instructional Strategies in Action	Differentiation in a Project- Slideshow Canvas Assignment
Week 7 September 29, Oct 1	Social elements and Visual Culture	Turning a Classic Lesson into Funds of Knowledge	Build a Funds of Knowledge Lesson Plan Canvas Discussion
Week 8 October 6, 8	Learning Standards NCCAS and Kansas State Standards	Learning Outcomes Bloom's Action Verbs	Attach Learning Standards and Learning Outcomes to a Project Canvas Assignment

Week 9 October 13, 15	Curriculum Building Building Knowledge District Provided Courses	Lesson Plan steps Example Project Optional Templates	Children and Their Art Ch 19 Curriculum Discussion Forum
Week 10 October 20, 22	Art Criticism Elements and Principles at work Encouraging Student-Led Reflection Different Critique Styles	"How to Talk About Art" video DAEI criticism	Children and Their Art Ch 12 Art Criticism Discussion Forum
Week 11 October 27, 29	Assessments Student Learning Outcomes Example Rubric	Build a Rubric	Children and Their Art Ch 20 Assessing Student Learning Discussion Forum
Week 12	Lesson Planning	Lesson Preparation	Submit Rough Draft Lesson Plan
Week 13	Lesson Preparation	Lesson Presentation 1st Day with students	Submit Final Lesson Plan
Week 14	Lesson Presentation 2nd Day with students	Lesson Presentation 3rd Day with Students	Children and Their Art Ch 16 Methods for Teaching Art Discussion Forum
Week 15	Presentation of Art Display	Display Lesson	Exhibition of Student Work Discussion Forum
Week 16 Finals week	Final Reflection		

*There will **LIKELY** be changes to the schedule throughout the semester

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date:

Department: Art

College of: Arts & Sciences

Contact Person: James Oliver

Minor Required? No

Revision

Major/Minor/Emphasis/Certification Name:

Art/ Art Education

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

Revision to Curriculum -- REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

Addition of EDUC 307 Clinical Experience (1 hour) and EDUC 370 Organization and Management of Middle and Secondary Classroom (2 hours).

Deletion of ART 379- Art Education: Elementary (2 hours)

Inclusion of Revised ART 479- Techniques for Teaching Art (3hours)

Move ART 325- Presentation Techniques for Artists (2 hours) from required to suggested.

2. Rationale for change, including changes to curriculum objectives:

The College of Education and the Office of Teacher Education has requested the addition of EDUC 307 Clinical Experience (1 hour) and EDUC 370 Organization and Management of Middle and Secondary Classroom (2 hours) be added to all secondary teacher education programs. With this addition, the Major in Art with emphasis in Art Education has to be altered to stay within the 120 hour mandate. Therefore, ART 379- Art Education: Elementary (2 hours) will be deleted. ART 479 has been revised, with a title change to Techniques for Teaching Art- aligning with all other XXX 479 course titles across campus, and will have a change in hours from the existing 2 hours to 3 hours. ART 325- Presentation Techniques for Artists will moved from being a required course to being a suggested course.

3. Will this change affect any education majors? If "yes," this requirement will need approval of the Council for Teacher Education before upload to " College Curriculum Legislation" in SharePoint.



Yes



No

4. If this change affects any other department on campus, please attach all email notifications between departments.

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

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached.
☒	120 Credit hours met.
☒	Course Id's match Course names.
☒	Course hours are correct.
☒	Listed courses are currently active.
☐	Needed Documentation attached.

-Approved: Department Chair/Director

Date: 12/2/25

Signature: _____

James Oliver Jr

-Approved: College Curriculum Committee

Date: 1/13/26

Signature: _____

Christopher Biddle

-Approved: Dean of College

Date: 1/13/26

Signature: _____

Christopher Biddle

-Approved: Council for Teacher Education (if applicable)

Date: 3/4/26

Signature: _____

Ann Hester

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature: _____

Bryn McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.

Art Education Emphasis

Degree: Bachelor of Fine Arts

Major: Art

Emphasis: Art Education

Students must file an application for admission to teacher education before they will receive credit for pre-professional laboratory experiences in the BFA Art Education Emphasis. See the appropriate section of this catalog for teacher education requirements and procedures. Clarification of requirements for teacher certification should be sought from the Director of Teacher Education, College of Education.

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-113 College Algebra

Or

Math-110 College Algebra with Review

Core Studio Requirements - 30 hours

- __ ART-100 Visual Thinking: 2D Processes (3 hours)
- __ ART-200 Visual Thinking: 3D Processes (3 hours)
- __ ART-217 Crafts I (3 hours)
- __ ART-233 Drawing I (3 hours)
- __ ART-244 Ceramics I (3 hours)
- __ ART-266 Sculpture I (3 hours)
- __ ART-275 Printmaking I (3 hours)
- __ ART-277 Painting I (3 hours)
- __ ART-312 Visual Thinking: Digital Processes (3 hours)
- __ ART-352 Color Systems, Theory and Application (3 hours)

Art History -15 hours

- __ ART-178 Introduction to the Visual Arts (3 hours)
- __ ART-288 Introduction to Art History I (3 hours)
- __ ART-289 Introduction to Art History II (3 hours)
- __ ART-688 History of Modern Art (3 hours)
- __ ART-689 Contemporary Issues In Art (3 hours)

Professional Practice, Art Education - 14 hours

- __ PSYCH-155 General Psychology (3 hours)
- __ EDUC-261 Explorations in Education (3 hours)
- __ ART-325 Presentation Techniques for Artists (2 hours)
- __ ART-379 Art Education: Elementary (2 hours)
- __ ART-441 Art Education: Theory and Practice (2 hours)
- __ ART-479 Art Education: Secondary (2 hours)

Education Courses - 12 hours

- __ EDUC-520 Methods and Materials for Academic Literacy (3 hours)

- __ PSYCH-263 Developmental Psychology (3 hours)
- __ PSYCH-357 Educational Psychology (3 hours)
- __ SPED-510 Overview of Inclusive Education (3 hours)

Professional Semester, Student Teaching - 15 hours

- __ ART-579 Supervised Student Teaching and Follow-Up of Teachers (1 hour)
- __ EDUC-458 Methods and Curriculum (3 hours)
- __ EDUC-464 Measurement and Evaluation (2 hours)
- __ EDUC-475 Supervised Clinical Experience (9 hours)

If additional hours are needed to reach the 120 minimum for a Bachelors Degree, the following courses are suggested.

*See notes *1*

- __ ART-401 Independent Studies () (1-3 hours)
- __ ART-676 Exhibition Design and Development (2 hours)

*Notes *1: - Or Any Upper level Studio Course, 3 hours*

Revised: 08/05/2025

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - Art/ Art Education

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			30
ART	100	Visual Thinking: 2D Processes	3
ART	200	Visual Thinking: 3D Processes	3
ART	217	Crafts I	3
ART	233	Drawing I	3
ART	244	Ceramics I	3
ART	266	Sculpture I	3
ART	275	Printmaking I	3
ART	277	Painting I	3
ART	312	Visual Thinking: Digital Processes	3
ART	352	Color Systems, Theory and Application	3
Support Courses -			29
Art History - 15 hours			
ART	178	Introduction to the Visual Arts	3
ART	288	Introduction to Art History I	3
ART	289	Introduction to Art History II	3
ART	688	History of Modern Art	3
ART	689	Contemporary Issues in Art	3
Professional Practice, Art Education - 14 hours			
PSYCH	155	General Psychology	3
EDUC	261	Explorations in Education	3
EDUC	307	Clinical Experience	1
EDUC	370	Organization and Management of the Middle and Secondary Classroom	2
ART	441	Art Education: Theory and Practice	2
ART	479	Techniques for Teaching Art	3
Emphasis Courses -			27
Education Courses - 12 hours			
EDUC	520	Methods and Materials for Academic Literacy	3
PSYCH	263	Developmental Psychology	3
PSYCH	357	Educational Psychology	3
SPED	510	Overview of Inclusive Education	3
Professional Semester, Student Teaching - 15 hours			
ART	579	Supervised Student Teaching and Follow-Up of Teachers	1
EDUC	458	Methods and Curriculum	3
EDUC	464	Measurement and Evaluation	2
EDUC	475	Supervised Clinical Experience	9

		Elective Courses -	0
		If additional hours are needed to reach the 120 minimum, the following courses are suggested.	
ART	325	Presentation Techniques for Artists	2
ART	300+	Any Upper Level Studio Art Elective	3
ART	676	Exhibition Design and Development	2
			3
Total Major hours:			86

Minor -

General Education, 34-35 hours - 34

Total Credit Hours: 120



Re: Addition of EDUC 307 and EDUC 370 to Art Education Emphasis course work.

From James Oliver JR <joliver@pittstate.edu>

Date Tue 11/18/2025 9:04 AM

To Jason Clemensen <jclemensen@pittstate.edu>; Jean Dockers <jdockers@pittstate.edu>

Jason,
Thank you. We will move forward with the legislation.

Jamie

From: Jason Clemensen <jclemensen@pittstate.edu>

Sent: Tuesday, November 18, 2025 8:58 AM

To: James Oliver JR <joliver@pittstate.edu>; Jean Dockers <jdockers@pittstate.edu>

Subject: Re: Addition of EDUC 307 and EDUC 370 to Art Education Emphasis course work.

James,
This is great news. This is a major necessity and request from our K-12 partners. We will ensure there is ample space to make sure this happens.

Thank you,
Jason

Jason Clemensen, Ed.D
Pittsburg State University
College of Education
COE Associate Dean
TCHL Department Chair/Associate Professor

115A Hughes Hall
620.235.4926
jclemensen@pittstate.edu

From: James Oliver JR <joliver@pittstate.edu>

Sent: Tuesday, November 18, 2025 8:55 AM

To: Jason Clemensen <jclemensen@pittstate.edu>; Jean Dockers <jdockers@pittstate.edu>

Subject: Addition of EDUC 307 and EDUC 370 to Art Education Emphasis course work.

Jason and Jean,
As requested, we are preparing legislation adjusting the Department of Art-Art Education emphasis curriculum to include EDUC 307 Clinical Experience (1 hour) and EDUC 370 Organization and Management of Middle and Secondary Classroom (2 hours). This email is to both serve as notification of the future change, but also to make sure that there will be ample space in these two courses in the future.

I will include this email exchange in the legislation packet when it is delivered to the College of Arts and Sciences Curriculum committee.

Thanks,
James Oliver, Chair
Department of Art

James Oliver,
University Professor of Art
Chair, Department of Art
Director, Bachelor of General Studies
Porter Hall 101
Pittsburg State University
1701 South Broadway
Pittsburg, KS 66762
620-235-4301

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **1.29.2026**

Department: **EML**

College of: **Arts & Sciences**



Contact Person: **Casie Hermansson**

Create New, Revise, Inactivate, or Reactivate: **Inactivate**



Course #: **See list**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Please see attached list; courses are deemed inactive as they have not been offered in some time. MLL program faculty agree they can be deactivated.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐

Yes

☒

No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐

Yes

☒

No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐

Yes

☒

No

5. Will additional resources or costs be required?

☐

Yes

☒

No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
 If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

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

8. 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:		
Course Number:		
Credits:		
Grading System:	Select One	Select One
Pre/Co-Requisite(s):		
Course Description:		

Authorization Sign-Off

Checklist: Check once verified.

☒	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 1-29-26

Signature, Chair/Director: _____

-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Department(s): After completing this form, 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 them to your College Administrator.

List of courses to deactivate (January 2026):

MLL-151 Beginning Spanish Conversation (3 hours)

MLL-227 Workshop (___) (1/2 - 5 hours)

MLL-228 Workshop (___) (1/2 - 5 hours)

MLL-250 Directed Studies in Spanish (___) (1-3 hours)

MLL-539 Workshop (___) (1/2 - 5 hours)

MLL-589 Workshop (___) (1/2 - 5 hours)

MLL-603 Senior Honors Project 1 (3 hours)

MLL-604 Senior Honors Project 2 (3 hours)

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date:

Department: **EML**

College of: **Arts & Sciences**



Contact Person: **Casie Hermansson**

Create New, Revise, Inactivate, or Reactivate: **Select One**

Course #: **ENGL 301**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Rename the Course: Workplace Writing: to eliminate confusion about the course's current title and make it more transparent for wider campus audiences;

Remove the prerequisite: ENGL 299: to streamline access to the course which does not build on or require proficiency in research writing;

Revise the course description: to better describe the course content and aims.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☒ Yes

☐ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
 If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes ☒ No

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

8. 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:	Technical/Professional Writing	Workplace Writing
Course Number:	ENGL 301	ENGL 301
Credits:	3	3
Grading System:	A-F, IN 	A-F, IN 
Pre/Co-Requisite(s):	ENGL 101 and ENGL 299	ENGL 101
Course Description:	Introduction to writing and designing technical/professional documents.	Introduction to writing and designing a variety of workplace documents and communications. Analysis of audience, purpose, contexts, and tools for writing in professional settings.

Authorization Sign-Off

Checklist: Check once verified.

☒
☐
☐

Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2.9.26

Signature, Chair/Director: _____



-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____



-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____



-Approved: Council for Teacher Education (if applicable)

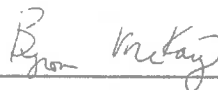
Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.



Re: Email approving our proposed tweaks to ENGL 301 Catalog copy

From Ken Ward <kjward@pittstate.edu>
Date Wed 2/4/2026 11:37 AM
To Casie Hermansson <chermansson@pittstate.edu>

I see no problem with this with regard to the certificate. Thank you for checking with me!

-30-

Ken J. Ward
Assoc. Prof., Dept. of Communication
Pittsburg State University
Office Hours: Monday through Thursday, 10–noon
Email inbox checked once daily; for immediate response, call 316-204-5974

From: Casie Hermansson <chermansson@pittstate.edu>
Sent: Wednesday, February 4, 2026 7:44 AM
To: Ken Ward <kjward@pittstate.edu>
Cc: Casie Hermansson <chermansson@pittstate.edu>
Subject: Email approving our proposed tweaks to ENGL 301 Catalog copy

Hi Ken,

I am completing a Course Revision form for ENGL 301 Technical/Professional Writing. As the course is a core course in the interdisciplinary Workplace Communication Certificate, I would like to get an email (reply) from you approving the proposed changes to the course in your capacity as the WC Certificate principal director.

The changes are as follows:

Rename the Course: Workplace Writing

Remove the prerequisite: ENGL 299

Revise the course description to better describe the course content and aims:

CURRENT:

Introduction to writing and designing technical/professional documents. Prerequisites: ENGL 101 English Composition and ENGL 299 Introduction to Research Writing or equivalent.

PROPOSED:

Introduction to writing and designing a variety of workplace documents and communications. Analysis of audience, purpose, contexts, and tools for writing in professional settings. Prerequisite: ENGL 101 English Composition.

Please reply to let me know if you approve these proposed changes.

Thank you!
Casie

PITTSTATE
ENGLISH AND
MODERN LANGUAGES

Casie Hermansson, Professor

Interim Chair, Dept. English and Modern Languages & Intensive English Program

313B Grubbs Hall
Pittsburg State University
1701 South Broadway
Pittsburg, KS 66762
620.235.4689



Email approving our proposed tweaks to ENGL 301 Catalog copy

From Casie Hermansson <chermansson@pittstate.edu>

Date Wed 2/4/2026 7:33 AM

To Lisa Riedle <lriedle@pittstate.edu>

Cc Casie Hermansson <chermansson@pittstate.edu>

*Submitting as verbal
approval to include
by 2.9.26*

Hi Lisa,

As we discussed yesterday, I'll be completing a Course Revision form for ENGL 301 Technical/Professional Writing.

The changes are as follows:

Rename the Course: Workplace Writing

Remove the prerequisite: ENGL 299

Revise the course description to better describe the course content and aims:

CURRENT:

Introduction to writing and designing technical/professional documents. Prerequisites: ENGL 101 English Composition and ENGL 299 Introduction to Research Writing or equivalent.

PROPOSED:

Introduction to writing and designing a variety of workplace documents and communications. Analysis of audience, purpose, contexts, and tools for writing in professional settings. Prerequisite: ENGL 101 English Composition.

Please reply to let me know if you approve these proposed changes inasmuch as they do affect a number of CCOT degree programs so I can include this email in the course revision submission.

Thank you!

Casie

PITTSTATE
ENGLISH AND
MODERN LANGUAGES

Casie Hermansson, Professor

Interim Chair, Dept. English and Modern Languages & Intensive English Program

313B Grubbs Hall

2/7/26, 12:47 PM

Sent Items - Casie Hermansson - Outlook

Pittsburg State University
1701 South Broadway
Pittsburg, KS 66762
620.235.4689

Pittsburg State University
English 301: Technical / Professional Writing
WWW (Fully Online), ZTC, WF 2025

Professor: Dr. Casie Hermansson

Email: chermansson@pittstate.edu or through Canvas.

This is my preferred contact method and the quickest way to get a response in most cases.

Telephone: 620 235 4037 (office)

Office Hours at Grubbs Hall 450: MW 2-4 and by appointment

Zoom office hours by appointment

Link to the waiting room in zoom:

<https://pittstate.zoom.us/j/7810748908?pwd=UXIzVGM3VzE3S1ZXb0JTb3BwR0w0dz09>
password 472198

Course Description

English 301 Technical/Professional Writing is an online course designed for those students who will be writing in the technical professions. You will learn how to create and best practice for: correspondence (memo, business letter, and email); descriptions; instructions; reports; and best practices for GenAI writing in the workplace. You will also learn how to design documents and how to incorporate graphics into your documents.

The Professionalism Rubric from the College of Technology is one contextual document for standards in this course. The rubric is provided for consultation in Canvas for this course.

Prerequisite

ENGL 299 (Intro to Research Writing, PSU) OR a second semester of Composition (eg: Comp 2) if you transferred in (= equivalent of ENGL 299 for transfer credit). Note: the class is designed for upper division undergrads and is pre-professional. You may be able to take the course earlier in your education, however note that the class functions at a pre-professional level.

The Online Element

This section of English 301 is conducted entirely online through Canvas. While this does allow for several advantages (e.g. flexibility), there are many disadvantages as well (e.g. distance, limited access to peers, a lot of reading, and possible technological breakdowns). Here are a few important notes about this online course:

- For software and hardware issues, contact: **Gorilla Geeks** (<http://www.pittstate.edu/office/gorilla-geeks/>).
- For all work submitted, you are also responsible for providing files that I can open. If you use software other than MS Word (.doc or .docx files), save your files as .rtf or .pdf files. Otherwise, the document cannot earn a grade.
- The assignment documents/prompts contain necessary information. All assignments, resources, and deadlines are available in the MODULE section of Canvas. Do not expect assignment information in the upload box; you must view the Module to see specs.
- You must complete ALL work in every Module to unlock the next Module. Note that CANVAS has to know you completed it (emailing me the work doesn't accomplish this). In some cases, "view"ing a page is

required. If a Module appears locked after the unlock date set in Canvas for it, click through the preceding Module to ensure you viewed every page/uploaded etc. That fixes the problem 99% of the time.

- **Online courses typically involve a lot of reading and writing, and initiative in finding information and problem solving.** Not all students do well in this type of course. However, it is an excellent class for this medium as after all you will be communicating in many cases entirely or largely online/by email in work scenarios. You should feel free to email me and ask for assistance, but as you would with your supervisor at work you should only do so after thoroughly checking available resources to see if the answer to the question is already there.
- **Expect to spend at least as much time working on an online course as a traditional face-to-face course.**

"Lost in Cyberspace" Assignments

An assignment being "lost in cyberspace" or file corruption problems and the like WILL NOT constitute an adequate excuse for late work. You should leave yourself plenty of time before the due date / time to deal with any technology issues. Save work to cloud storage in addition to local storage so you have a backup and access. Note: Google documents often don't upload well to Canvas.

Plagiarism and Cheating Policy

Plagiarism includes the presentation, without proper attribution, of another's words or ideas from printed or electronic sources. It is also plagiarism to submit, without the instructor's consent, an assignment in one class previously submitted in another—even if the work is yours. Plagiarism earns a zero and a warning. If two student submit the same work, both assignments may earn a zero and a warning. Further action by the university may also be taken—cheating and plagiarism may be reported to the university through the Maxient system. Please familiarize yourselves with the university policy on plagiarism.

Chat GPT/other generative AI

Several assignments in this course require or permit you to use Chat GPT. It will be explicitly stated in those assignments. Since you have instructor permission to use it for those assignments you do not need to cite it. *In all other cases, work must be your own, done by you, without use of generative AI, or it constitutes plagiarism and may incur consequences stated above.*

Please note: I am aware of the capabilities of GenAI and their use in the workplace and I am supportive of them. It is certainly another very skilled tool and there are many uses for it in workplace writing. This course aims to balance its use with an educated awareness of when and how to use it, when and how *not* to use it (for your self evaluation for promotions, for example!), and how to edit and author the work that goes out to represent you professionally.

ONLINE Writing Assistance/PSU Writing Center

This class does grade your writing on a professional standard. If you are worried about your writing, feel free to use the resources available to you which your fees enable you to use at the PSU Writing Center (Axe Library or online).

<https://www.pittstate.edu/office/writing-center/>

I do not preview work to check if it is good before it is submitted for a grade. If you feel that you need extra help with your assignments, tutors are available in the Writing Center in Axe Library (235-4694). Note that you can also book online consultations with the Writing Center staff, and they even have a chat function for consultations if you find that useful. If you have any questions about what constitutes plagiarism or how to cite sources properly, do not hesitate to ask me for help. Please also consult **PSU's Academic Honesty and Integrity Policy** available online at:

<http://www.pittstate.edu/audiences/current-students/policies/rights-and-responsibilities/academic-misconduct.dot>

Also, make sure to consult the **semester-specific** Syllabus Supplement by the PSU Registrar's office, which can be thought of as a "one-stop" place for students to access up-to-date information about campus resources, notifications, and expectations. Search for this using the PSU website search function.

Participation

This is a course about professional communication in writing. Emails, assignment comments, etc. are all communication between us in writing. Every comment you make online and every email you send me should be mindful of Netiquette and your audiences. Netiquette comprises a portion of your course grade; see section below under Netiquette heading.

This class depends upon actively engaged speakers, listeners, and writers. Your responsibility is to be an active participant.

- Please note that if you do not submit work required by the end of week 1 you may be dropped for excessive absence.
- If you do not log on during any 14-day period in between the course beginning and end dates you may be dropped for excessive absence.
- If you are 2+ (two or more) or more assignments behind and have not initiated communication with me about them and negotiated an extension you may be dropped for excessive absence.
- PSU asks me to report attendance in cases where they investigate financial aid situations. I will report date of last course *participation* in in these situations (course participations are *not the same as logins*). This may be your most recent submitted assignment.

Netiquette

In your interactions with me and with one another online, I expect you to maintain an atmosphere of mutual respect toward me and toward one another. To that end, please consult the following page about having good netiquette and being a good online citizen: <http://www.albion.com/netiquette/> (You will be prompted to view this page in Canvas Module 1 in any case!). If you aim for professional and courteous tone in all dealings online with me and your classmates this semester you can expect 100% in your Netiquette grade.

Some examples of Netiquette breaches:

- Failing to upload an avatar or image of yourself or other professionally suitable image instead of the book-mark (which you are prompted to do in Module 1)
- Using all-caps (e-shouting), or the tone equivalent

- Emailing or posting comments to me without a greeting (as you are reminded to do in correspondence)
- Consistently mis-stating my title (all correspondence you receive from me is signed Dr. Hermansson or Dr. H., so you will have ample opportunity to check)
- Continuing to do something you have been asked/reminded not to do.

Expectations

For an A grade in Netiquette, your communications with me and with the class have been professional and reflected appropriate audience and purpose for our communications. You ensure that tone is professional and respectful, even if you have a disagreement to communicate. You thereby demonstrate the skills that this course holds of paramount importance.

For a Netiquette grade of B: you may have received one or more warning communication from me about a particular breach of Netiquette.

For a grade of C, you may have received more than one warning about Netiquette and/or your breach of Netiquette was severe enough to warrant a grade reflecting that your Netiquette is problematic.

For a grade of D, you may have received multiple warnings about Netiquette and/or your breach of Netiquette was severe enough to warrant a grade that reflects inadequate Netiquette.

Attendance (absences may result in a drop)

While this is an online course, your participation is necessary. A student can be dropped for excessive absences: for not having logged in over any 14 consecutive day period during the summer semester; and/or being two or more assignments overdue without a negotiated extension. If you know you are behind in the course and intend to stay active, you must contact me to negotiate an extension. If a student is dropped for excessive absences, the "date of last attendance" reported to the registrar will be the day of last contribution to the course (not the most recent login). For any grade of Incomplete to be assigned at the end of the course, a student must be in good standing to that point, and have completed the majority of the course material. Incompletes are only granted in cases of extreme circumstances and must be approved by me.

Grading and Late Work Policy (late work is accepted to a point, but grade penalized)

- Assignments can be submitted any time until 11:59 p.m. on the day they are due. I reserve the right to decrease the grade of late work by LETTER GRADES for every day it is late including the first. For example, if an essay is two days late and the original grade is a B+, the final penalized grade may be a D+.
- Work that is 4 or more days late may not earn a passing grade (situation dependent) but may still earn an F.
- Work that is 10 or more days late cannot earn any grade.
- You may have to submit late work for an F or a zero in order to complete a Module and continue in the course. Alternatively, you might simply submit an empty page or an empty post so that Canvas checks off the task as "done."
- Cheating or plagiarized work will earn a grade of zero and may be subject to other penalties (see cheating and plagiarism clause above). Work that is substantially similar to another student's work will earn 0 for both students on that assignment.
- If you have a problem with an assignment, please see me or contact me BEFORE the due date whenever possible.

- If you have extenuating circumstances, such as medical issues or military or similar obligations, please contact me as soon as possible to discuss the possibility of an extension.

A note about weekend and spring break due dates: weekend dates are very often used as a convenience to those of you with work schedules, and are also a reflection of the online environment. You can always turn work in early if you do not like to submit work on weekends! I may not always be on hand to answer last minute emails, particularly at night, so bear that in mind and ask questions about assignments early.

Grading Scale (%)

90-100 A (Writing/assignment is professional and correct in most aspects, no major errors)

80-89 B (Writing/assignment is mostly professional, considered "solid work" but not superior)

70-79 C (Writing not considered sufficiently professional or correct: less than adequate)

60-69 D (Major assignment errors, numerous errors, and/or insufficient work)

59 or lower F (not a passing grade)

Note: this class is pre-professional. If you have been given feedback on graded work and you keep making the same error(s) then the penalty will become harsher for the same "little mistake" across the course. Do read feedback. You will always have it if you grade is not perfect.

Assessments (See due dates in Canvas)

#	Assignment	Format	Points Value
1	Self intro	Discussion post	20
2	Basic memo	Assignment upload in Canvas	50
3	Professional email	Email directly to chermans-son@pittstate.edu (not submitted via Canvas)	20
4	Job ad work generic	Assignment upload in Canvas	50
5	Job ad work specific to you	Assignment upload in Canvas	50
6	Business letter	Assignment upload in Canvas	50
7	Email job letter	Email directly to chermans-son@pittstate.edu (not via Canvas)	20
8	Business letter 2	Assignment upload in Canvas	50
9	Definitions	Global business letter	50
10	Instructions analysis	Discussion post	20
11	Infographic	Assignment upload in Canvas	50
12	Self review of performance	Assignment upload in Canvas	50
--	Netiquette (see syllabus)	Instructor assessed, end of course. No work to upload specifically.	30

			510 pts
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Fw: Email approving our proposed tweaks to ENGL 301 Catalog copy

From Casie Hermansson <chermansson@pittstate.edu>
Date Mon 2/9/2026 12:34 PM
To Janet Kingman <jakingman@pittstate.edu>

From: Lisa Riedle <lriedle@pittstate.edu>
Sent: Monday, February 9, 2026 12:30 PM
To: Casie Hermansson <chermansson@pittstate.edu>
Subject: Re: Email approving our proposed tweaks to ENGL 301 Catalog copy

Casie, thank you for including the CCOT and our programs in your plans and adjustments for the ENGL 301 course.

We are in support of your course adjustments. Let me know if you need anything else from us regarding these changes. Lisa

From: Casie Hermansson <chermansson@pittstate.edu>
Sent: Wednesday, February 4, 2026 7:33 AM
To: Lisa Riedle <lriedle@pittstate.edu>
Cc: Casie Hermansson <chermansson@pittstate.edu>
Subject: Email approving our proposed tweaks to ENGL 301 Catalog copy

Hi Lisa,
As we discussed yesterday, I'll be completing a Course Revision form for ENGL 301 Technical/Professional Writing.

The changes are as follows:
Rename the Course: Workplace Writing
Remove the prerequisite: ENGL 299
Revise the course description to better describe the course content and aims:

CURRENT:

Introduction to writing and designing technical/professional documents. Prerequisites: ENGL 101 English Composition and ENGL 299 Introduction to Research Writing or equivalent.

PROPOSED:

Introduction to writing and designing a variety of workplace documents and communications. Analysis of audience, purpose, contexts, and tools for writing in professional settings. Prerequisite: ENGL 101 English Composition.

2/10/26, 7:40 AM

Inbox - Janet Kingman - Outlook

Please reply to let me know if you approve these proposed changes inasmuch as they do affect a number of CCOT degree programs so I can include this email in the course revision submission.

Thank you!

Casie

Casie Hermansson, Professor

Interim Chair, Dept. English and Modern Languages & Intensive English Program

313B Grubbs Hall
Pittsburg State University
1701 South Broadway
Pittsburg, KS 66762
620.235.4689

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: 1.28

Department: **EML**

College of: **Arts & Sciences**



Contact Person: **Casie Hermansson**

Create New, Revise, Inactivate, or Reactivate: **Revision**



Course #: **ENGL 308**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Remove ENGL 202 Grammar and Usage as a prerequisite for ENGL 308 Linguistics in order to make a more flexible path for students based on the program's new course offering frequency paradigm whereby courses (both 202 and 308 included) will be offered only alternate years.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
 If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes ☒ No

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

8. 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.

	Exsisting	New/Proposed
Title:	English Linguistics	English Linguistics
Course Number:	ENGL 308	ENGL 308
Credits:	3	3
Grading System:	A-F, IN 	A-F, IN 
Pre/Co-Requisite(s):	Prerequisite: ENGL 202 English Grammar and Usage or permission of instructor.	N/A
Course Description:	Linguistic concepts, including phonology, morphology, syntax, and semantics; language acquisition; language change; regional, social, and ethnic dialects.	Linguistic concepts, including phonology, morphology, syntax, and semantics; language acquisition; language change; regional, social, and ethnic dialects.

Authorization Sign-Off

Checklist: Check once verified.

✓

Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 1-28-26

Signature, Chair/Director: 

-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: 

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: 

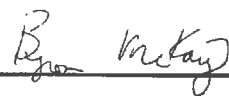
-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: 1.25.26

Department: English and Modern Languages

College of: Arts & Sciences



Contact Person: Casie Hermansson

Create New, Revise, Inactivate, or Reactivate: **Revision**



Course #: **ENGL 480**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Proposed change: increase credit hour for Internship in English from 1 credit hour to 2.
The English Education emphasis has one credit hour balance resulting from replacing ENGL 478 (3 credit hours) for EDUC 370 (2 credit hours) in current curriculum revision legislation. Changing the required Internship ENGL 480 and adjusting workload (assignments, not extra time in classroom) keeps the English Education focus for the English Education emphasis students in English education.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☒ Yes

☐ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

PSU Faculty Senate 25-26

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. 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.

	Exsisting	New/Proposed
Title:	Internship in Teaching English	Internship in Teaching English
Course Number:	ENGL 480	ENGL 480
Credits:	1	2
Grading System:	Select One	Select One
Pre/Co-Requisite(s):	Concurrent enrollment in ENGL 478 Literature for Middle and Secondary Schools or ENGL 479 Techniques for Teaching English in Middle and Secondary Schools is required. Must be taken immediately prior to ENGL 579 Supervised Student Teaching and Follow-Up of Teachers.	Concurrent enrollment in ENGL 479 Techniques for Teaching English in Middle and Secondary Schools is required. Must be taken immediately prior to ENGL 579 Supervised Student Teaching and Follow-Up of Teachers.
Course Description:	Field experience in the secondary classroom to complement competencies addressed in departmental methods courses. Prerequisites: Concurrent enrollment in ENGL 478 Literature for Middle and Secondary Schools or ENGL 479 Techniques for Teaching English in Middle and Secondary Schools is required. Must be taken immediately prior to ENGL 579 Supervised Student Teaching and Follow-Up of Teachers.	Field experience in the secondary classroom to complement competencies addressed in departmental methods courses. Prerequisites: Concurrent enrollment in ENGL 479 Techniques for Teaching English in Middle and Secondary Schools is required. Must be taken immediately prior to ENGL 579 Supervised Student Teaching and Follow-Up of Teachers.

Authorization Sign-Off

Checklist: Check once verified.

☒
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Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 1.27.26

Signature, Chair/Director: 

-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: 

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: 

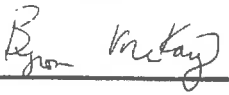
-Approved: Council for Teacher Education (if applicable)

Date: 4/1/26

Signature, Council Chair: 

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Assessment Strategies ENGL 480

Evaluation:

- 1. The student is evaluated on the completion and quality of assignments in a timely manner**
- 2. The student is evaluated on the basis of course activities**
- 3. Consideration will be given to the student's professional attitude**
- 4. Grades:**
 - a. Journal Entries: 10 @ 10 points each=100**
 - b. Essays: 6 @ 25 points each=150**
 - c. Loggable Hours: 30 hours for 30 points**
 - d. Personal Conferences: 4 @ 25 points each=100**
 - e. Teacher Assessment: 20 points**

TOTAL=400 points

The following grading scale is used and the semester's grade is based upon a straight-average calculation of total points earned:

A	360--400
B	320--359
C	280--319
D	240--279
F	Below 240

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **2.4.26**

Department: **EML**

College of: **Arts & Sciences**



Contact Person: **Casie Hermansson**

Create New, Revise, Inactivate, or Reactivate: **Inactivate**



Course #: **ENGL478**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

The class has had extremely low enrollment and thus creates staffing problem. It is atypical of program education requirements in being additional to the Techniques course. Select content will move to ENGL 479 (see Course Revision for 479 and Curriculum Revision form showing the replacement course(s)).

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

PSU Faculty Senate 25-26

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

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

8. 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.

	Exsisting	New/Proposed
Title:		
Course Number:		
Credits:		
Grading System:	Select One	Select One
Pre/Co-Requisite(s):		
Course Description:		

Authorization Sign-Off

Checklist: Check once verified.

☒
☐
☐

Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2.4.26

Signature, Chair/Director: _____



-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____



-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____



-Approved: Council for Teacher Education (if applicable)

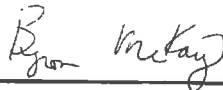
Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **1.30.26**

Department: **English and Modern Languages**

College of: **Arts & Sciences**

Contact Person: **Casie Hermansson**

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **ENGL 479**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

ENGL 479 Techniques for Teaching English in Middle and Secondary Schools needs to incorporate elements of ENGL 478 Literature for Middle and Secondary Schools as a result of curriculum changes removing ENGL 478 from the English Education emphasis. Removal of prerequisite: ENGL 202 Grammar and Usage; that course occurs much earlier in the degree sequence and is an oddity in the course description. Removing it facilitates the four year plan and streamlines a student's path through degree.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☒ Yes

☐ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. 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.

	Exsisting	New/Proposed
Title:	Techniques for Teaching English in Middle and Secondary Schools	Techniques for Teaching English in Middle and Secondary Schools
Course Number:	ENGL 479	ENGL 479
Credits:	3	3
Grading System:	Select One	Select One
Pre/Co-Requisite(s):	Prerequisites: ENGL 202 Grammar and Usage, admission to Teacher education, and PSYCH 357 Educational Psychology.	Prerequisites: Admission to Teacher education, and PSYCH 357 Educational Psychology.
Course Description:	Concepts and Strategies for teaching in the middle and secondary English classroom; roles and functions of non-verbal, written, and spoken media of communication.	Concepts and Strategies for teaching in the middle and secondary English classroom; roles and functions of non-verbal, written, and spoken media of communication. Criteria and methods for selection, evaluation, analysis, and presentation of literature.

Authorization Sign-Off

Checklist: Check once verified.

☒	Required fields completed.
☐	Syllabus attached for new courses
☒	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 1.28.26

Signature, Chair/Director: _____



-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____



-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____



-Approved: Council for Teacher Education (if applicable)

Date: 4/1/26

Signature, Council Chair: _____



-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

ENGL 479: Techniques for Teaching English Assessments

EVALUATION

1. The student is evaluated on the completion and quality of assigned projects in a timely manner
 2. The student is evaluated on the basis of course activities
 3. Consideration will be given to the student's professional attitude
 4. Grades:
 - a. multi-media project: "About Me"=10 points
 - b. journal entries: 10 @ 10 points each=100
 - d. essays: 4 @ 25 points each=100 (I will assign you a chapter or topic)
 - e. web project=50 points
 - f. Unit Plan=100 points
- Final Exam (AI/ChatGPT)=40
TOTAL=400 points

The following grading scale is used and the semester's grade is based upon a straight-average calculation of total points earned:

A	360--400
B	320--359
C	280--319
D	240--279
F	Below 240

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date: 1.23.2026

Department: English and Modern Languages

College of: Arts & Sciences

Contact Person: Casie Hermansson

Minor Required? Yes

Revision



Major/Minor/Emphasis/Certification Name:

English Education Emphasis –English Major

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

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.
Used to change program name and/or curriculum, effective the upcoming academic catalog.
Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

Replace ENGL 478, Literature for Middle and Secondary Schools, from the curriculum emphasis courses.
(3 credit hours)

with

EDUC 370, Organization and Management of the Middle and Secondary Classroom, to support courses
for this emphasis. (2 credit hours)

and

The one credit hour balance from deducting 3 and replacing with 2 will be filled by changing the course
ENGL 480, Internship in Teaching English. (See separate Course Revision form.)

2. Rationale for change, including changes to curriculum objectives:

ENGL 478 has suffered from low enrollment problems. Select content from 478 will be included in ENGL
479 (see separate Course Revision form).

We have been tasked by College of Education to incorporate EDUC 370 (2 credit hours).

ENGL 480 was chosen to fill the remaining credit hour balance from this switch to keep the focus for
Education emphasis (versus a General English Internship), reflect the workload already considered heavy
for the existing one credit hour, but add new work to the course (see separate Course Revision form).

**3. Will this change affect any education majors? If "yes," this requirement will need approval of the
Council for Teacher Education before upload to "Approved College Curriculum Legislation".**



Yes



No

4. If this change affects any other department on campus, please attach all email notifications between departments.

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

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

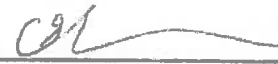
Authorization Sign-Off Sheet

Checklist: Check once verified.

- | | |
|-------------------------------------|--------------------------------------|
| ☒ | Program guide from current catalog. |
| ☒ | Academic Planning Excel attached. |
| ☒ | 120 Credit hours met. |
| ☒ | Course Id's match Course names. |
| ☒ | Course hours are correct. |
| ☒ | Listed courses are currently active. |
| ☒ | Needed Documentation attached. |

-Approved: Department Chair/Director

Date: 1.28.26

Signature: 

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: 

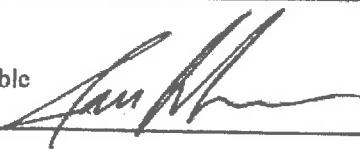
-Approved: Dean of College

Date: 3/3/26

Signature: 

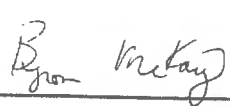
-Approved: Council for Teacher Education (if applicable)

Date: 4/1/26

Signature: 

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.

English Education Emphasis

Degree: Bachelor of Science

Major: English

Emphasis: English Education

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-133 Quantitative Reasoning

Seek Advisement on General Education Recommendations.

Core Requirements, 14 hours

- ___ ENGL-199 Introduction to English Studies (1 hour)
- ___ ENGL-220 World Masterpieces (3 hours)
- ___ ENGL-699 Senior Seminar in English (1 hour)

Select 9 hours from:

- ___ ENGL-231 American Literature I (3 hours)
- ___ ENGL-232 American Literature II (3 hours)
- ___ ENGL-241 British Literature I (3 hours)
- ___ ENGL-242 British Literature II (3 hours)

No minor required.

Emphasis Courses

- ___ ENGL-202 English Grammar and Usage (3 hours)
- ___ ENGL-302 Advanced Composition (3 hours)
- ___ ENGL-304 Introduction to Writing About Literature (3 hours)
- ___ ENGL-308 English Linguistics (3 hours)
- ___ ENGL-478 Literature for Middle and Secondary Schools (3 hours)
- ___ ENGL-480 Internship in Teaching English (1 hour)

Note: Must be taken concurrently with ENGL-478 or ENGL-479.

- ___ ENGL-603 History of the English Language (3 hours)
- ___ ENGL-619 Shakespeare (3 hours)

Support Courses

All courses below must be completed for teacher certification and will substitute for a minor.

Courses below must be completed before admission to teacher education.

- ___ PSYCH-155 General Psychology (3 hours)
- ___ EDUC-261 Explorations in Education (3 hours)
- ___ PSYCH-263 Developmental Psychology (3 hours)

Courses below must be completed before admission to professional semester.

- ___ EDUC-307 Clinical Experience (1 hour)
- ___ PSYCH-357 Educational Psychology (3 hours)

Must be admitted to teacher education to enroll.

- ___ EDUC-366 Science of Reading I (4 hours)
- ___ EDUC-367 Science of Reading II (3 hours)
- ___ ENGL-479 Techniques for Teaching English in Middle and Secondary Schools (3 hours)

Must be admitted to teacher education to enroll.

- ___ SPED-510 Overview of Inclusive Education (3 hours)
- ___ EDUC-520 Methods and Materials for Academic Literacy (3 hours)

Must be admitted to teacher education to enroll.

Professional Semester

- ___ EDUC-458 Methods and Curriculum (3 hours)
- ___ EDUC-464 Measurement and Evaluation (2 hours)
- ___ EDUC-475 Supervised Clinical Experience (9 hours)
- ___ ENGL-579 Supervised Student Teaching and Follow-Up of Teachers (1 hour)

Elective Courses

6 hours must be selected from literature courses 500 and above; at least 3 hours must be American Literature.

Revised: 08/28/2025

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - B.S., English, English Education

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			14
ENGL	199	Introduction to English Studies	1
ENGL	220	World Masterpieces	3
ENGL	699	Senior Seminar in English	1
		Select 9 hours from the following:	9
ENGL	231	American Literature I	
ENGL	232	American Literature II	
ENGL	241	British Literature I	
ENGL	242	British Literature II	
Support Courses - Education			46
Courses below must be completed for teacher certification and will substitute for a m			
Courses below must be completed before admission to teacher education. 9 hours.			
PSYCH	155	General Psychology	3
PSYCH	263	Developmental Psychology	3
EDUC	261	Explorations in Education	3
EDUC	370	Organization and Mgmt of the Middle and Secondary Classroom	2
Courses below must be completed before admission to professional semester, 13 hou			
EDUC	307	Clinical Experience	1
PSYCH	357	Educational Psychology	3
Must be admitted to teacher education to enroll.			
EDUC	366	Science of Reading I	4
EDUC	367	Science of Reading II	3
ENGL	479	Techniques for Teaching English in Middle and Secondary Schools	3
Must be admitted to teacher education to enroll.			
SPED	510	Overview of Inclusive Education	3
EDUC	520	Methods and Materials for Academic Literacy	3
Must be admitted to teacher education to enroll.			
Professional Semester, 15 hours			
EDUC	458	Methods and Curriculum	3
EDUC	464	Measurement and Evaluation	2
EDUC	475	Supervised Clinical Experience	9
EDUC	579	Supervised Student Teaching and Follow-Up of Teachers	1
Emphasis Courses - English Education			20
ENGL	202	English Grammar and Usage	3
ENGL	302	Advanced Composition	3
ENGL	304	Introduction to Writing About Literature	3
ENGL	308	English Linguistics	3

		Prerequisite 304	
ENGL	480	Internship in Teaching English	2
		Must be taken concurrently with ENGL 478 or ENGL 479.	
ENGL	603	History of the English Language	3
ENGL	619	Shakespeare	3
		Elective Courses -	6
		Electives, 6 hours	6
		Six credit hours must be selected from literature courses numbered above 500; at least	
		Department preferred General Education courses:	
EDUC	261	Explorations in Education	
PSYCH	155	General Psychology	
		3 hours of Foreign Language	
Total Credit Hours -			86

Minor -

General Education, 34-35 hours - 34

Total Credit Hours: 120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 25/26.

Your legislation will be returned if either is found.

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date: 1/14/2026

Department: HPSS

College of: Arts & Sciences

Contact Person: Kyle Thompson, Kris Lawson

Minor Required? No

Revision

Major/Minor/Emphasis/Certification Name:

BS, History, General Emphasis

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

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

Addition of "General Emphasis" to the BS History degree, as the "no emphasis" will be dropped.

Revision of Core requirements for the BS History degree to create a common Core.

Revision of Course Options (Modern World) to include HIST 548 French Revolution

2. Rationale for change, including changes to curriculum objectives:

Standardizing the BS History degree to create a common Core for all emphases.

3. Will this change affect any education majors? If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation".

☐

Yes

☒

No

4. If this change affects any other department on campus, **please attach all email notifications between departments.**

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

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

N/A

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached.
☒	120 Credit hours met.
☒	Course Id's match Course names.
☒	Course hours are correct.
☒	Listed courses are currently active.
☒	Needed Documentation attached.

-Approved: Department Chair/Director

Date: 30 Jan 26

Signature: Keyle Thym

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/3/26

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature: Bryan McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.



Pittsburg State

Name: _____

ID: _____

History (GENERAL EMPHASIS)
Bachelor of Science

REV:1/2026
UD: 1/2026

Recommended 4-Year Plan to Graduation
Catalog 2026–27

This academic degree map is based on the 2026–27 program guide for a B.S. in History with a General Emphasis. An academic degree map is a term-by-term course schedule designed for you to graduate in four years. The sample schedule below serves as a general guideline to building a full-time schedule for each term. Earning a degree requires that you complete (1) the required General Education courses, (2) the course requirements of your major, and (3) any requirements PSU has designated for a Bachelor degree. Courses and special notes are specified to keep you on track to graduate in four years. Where open elective is listed, it means that you may take a course of your choosing, perhaps a course in an area outside of your major, but be sure to discuss this with your advisor.

This map is not a substitute for academic advisement — contact your advisor if you have any questions throughout the term and as you begin planning for the next. The University Catalog is also available as a resource with a complete list of requirements for all degrees offered at PSU (PSU University Catalog).

Code	Semester 1 — FRESHMAN YEAR	Cr.	NOTES
ENGL 101	English Composition (SGE) ⁰¹⁰	3	C or better
HIST 101	World History to 1500 (SGE) ⁰⁶⁰	3	
UGS 150	Gorilla Gateway (SGE) ⁰⁷⁰	2	
Bucket 050	Social and Behavioral Sciences (SGE) ⁰⁵⁰	3	POLS 101 sugg.
Bucket 060	Arts and Humanities (SGE) ⁰⁶⁰	3	PHIL 231 sugg.
Bucket 070	Institutionally Designated (SGE) ⁰⁷⁰	1	HHP 150 sugg.
TOTAL CREDIT HOURS			15

Code	Semester 2 — FRESHMAN YEAR	Cr.	NOTES
COMM 207	Speech Communication (SGE) ⁰²⁰	3	
HIST 102	World History from 1500	3	
HIST 201	American History to 1865 (SGE) ⁰⁷⁰	3	
MATH 133	Quantitative Reasoning (SGE) ⁰³⁰	3	MATH Pathway
Bucket 050	Social and Behavioral Sciences (SGE) ⁰⁵⁰	3	GEOG 106 sugg.
TOTAL CREDIT HOURS			15

Code	Semester 3 — SOPHOMORE YEAR	Cr.	NOTES
ENGL 299	Intro to Research Writing (SGE) ⁰¹⁰	3	C or better
HIST 202	American History from 1865	3	
HIST 430	Historical Methods	3	
Bucket 040	Natural and Physical Sciences (SGE) ⁰⁴⁰	4–5	
100+	Open Elective	2	
TOTAL CREDIT HOURS			11

Code	Semester 4 — SOPHOMORE YEAR	Cr.	NOTES
HIST 300+	History Elective	3	
HIST 300+	Early U.S. Elective	3	
HIST 300+	Modern U.S. Elective	3	
100+	Minor Course or Open Elective	3	
100+	Minor Course or Open Elective	3	
TOTAL CREDIT HOURS			15

Code	Semester 5 — JUNIOR YEAR	Cr.	NOTES
HIST 300+	Early World Elective	3	
HIST 300+	Modern World Elective	3	
HIST 300+	History Elective	3	
100+	Minor Course or Open Elective	3	
100+	Minor Course or Open Elective	3	
TOTAL CREDIT HOURS			15

Code	Semester 6 — JUNIOR YEAR	Cr.	NOTES
HIST 300+	History Elective	3	
HIST 300+	History Elective	3	
HIST 300+	History Elective	3	
100+	Minor Course or Open Elective	3	
100+	Minor Course or Open Elective	3	
TOTAL CREDIT HOURS			15

Code	Semester 7 — SENIOR YEAR	Cr.	NOTES
HIST 300+	History Elective	3	
HIST 300+	History Elective	3	
HIST 300+	History Elective	3	
100+	Minor Course or Open Elective	3	
100+	Minor Course or Open Elective	3	
TOTAL CREDIT HOURS			15

Code	Semester 8 — SENIOR YEAR	Cr.	NOTES
HIST 695	History Capstone	3	
HIST 300+	History Elective	3	
100+	Open Elective	3	
100+	Open Elective	3	
100+	Open Elective	3	
TOTAL CREDIT HOURS			15

Systemwide General Education (SGE) Key

010 English
020 Communications
030 Math & Statistics
050 Social & Behavioral Sciences
060 Arts & Humanities
070 Institutionally Designated

Color Coding Key

CODE 101 Course Passed/Credit Granted
CODE 102 Currently Enrolled
CODE 103 Self-Reported Class/Not Yet Evaluated

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, History, General History emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
		Core Courses -	27
HIST	101	World History to 1500	3
HIST	102	World History since 1500	3
HIST	201	American History to 1865	3
HIST	202	American History since 1865	3
HIST	430	Historical Methods	3
		Select 3 hours Early US course from:	3
HIST	502	Special Topics in American History (1-3 hours)	
HIST	574	Economic History of the US (3 hrs)	
HIST	576	History of U.S. Presidents (3 hrs)	
HIST	578	Elections in US History (3 hrs)	
HIST	598	American Epidemics (3 hrs)	
HIST	607	American Medicine (3 hrs)	
HIST	609	American Children and Families (3 hrs)	
HIST	618	American West (3 hrs)	
HIST	620	History of the South (3 hrs)	
HIST	636	Native Americans (3 hrs)	
HIST	650	Colonial America (3 hrs)	
HIST	652	American Revolution (3 hrs)	
HIST	655	Early American Republic, 1789-1848 (3 hrs)	
HIST	656	Sectional Crisis and Civil War (3 hrs)	
HIST	657	Reconstruction and New South (3 hrs)	
HIST	659	US Social History, 19th Century (3 hrs)	
HIST	660	American Gilded Age, 1865-1914 (3 hrs)	
HIST	673	American Military Experience, 1607-1898 (3 hrs)	
		Select 3 hours Modern US course from:	3
HIST	502	Special Topics in American History (1-3 hours)	
HIST	574	Economic History of the US (3 hrs)	
HIST	576	History of U.S. Presidents (3 hrs)	
HIST	578	Elections in US History (3 hrs)	
HIST	598	American Epidemics (3 hrs)	
HIST	607	American Medicine (3 hrs)	
HIST	609	American Children and Families (3 hrs)	
HIST	620	History of the South (3 hrs)	
HIST	626	US Iraq and Afghanistan (3 hrs)	
HIST	660	American Gilded Age, 1865-1914 (3 hrs)	
HIST	662	Modern America, 1912-1941 (3 hrs)	
HIST	664	Modern America, 1941-1968 (3 hrs)	
HIST	665	Modern America 1968-2000 (3 hrs)	
HIST	667	Modern America since 2000 (3 hrs)	

HIST	668	US as a Superpower (3 hrs)	
HIST	674	American Military Experience, 1898 to Present (3 hrs)	
		Select 3 hours Early World course from:	3
HIST	501	Special Topics in World History (1-3 hrs)	
HIST	505	African Civilizations (3 hrs)	
HIST	523	Early China (3 hrs)	
HIST	524	Early Japan (3 hrs)	
HIST	529	History of South Asia (3 hrs)	
HIST	531	Samurai: History, Literature, Myth (3 hrs)	
HIST	532	History of Japanese Women (3 hrs)	
HIST	534	Korean History (3 hrs)	
HIST	541	The Black Death (3 hrs)	
HIST	547	History of the Islamic World (3 hrs)	
HIST	610	Early Modern Europe: 1500-1815 (3 hrs)	
HIST	642	Britain to 1688 (3 hrs)	
HIST	644	The Tudor Age (3 hrs)	
		Select 3 hours Modern World course from:	3
HIST	501	Special Topics in World History (1-3 hrs)	
HIST	507	Modern Africa (3 hrs)	
HIST	510	Modern Middle East (3 hrs)	
HIST	515	World War I (3 hrs)	
HIST	518	Germany 1871-1945 (3 hrs)	
HIST	520	World War II (3 hrs)	
HIST	522	Korean and Vietnam Wars (3 hrs)	
HIST	526	Japan Since 1700 (3 hrs)	
HIST	527	China Since 1700 (3 hrs)	
HIST	529	History of South Asia (3 hrs)	
HIST	532	History of Japanese Women (3 hrs)	
HIST	533	US-East Asia Relations (3 hrs)	
HIST	534	Korean History (3 hrs)	
HIST	542	Jack the Ripper (3 hrs)	
HIST	543	European Witch Hunt (3 hrs)	
HIST	546	European Imperialism (3 hrs)	
HIST	547	History of the Islamic World (3 hrs)	
HIST	548	French Revolution & Napoleon (3 hrs)	
HIST	610	Early Modern Europe: 1500-1815 (3 hrs)	
HIST	643	Britain since 1688 (3 hrs)	
HIST	644	The Tudor Age (3 hrs)	
HIST	646	Modern Scotland (3 hrs)	
HIST	648	Victorian Britain: Politics and Society (3 hrs)	
Support Courses -			6
		Select 3 hours from either Early US or Modern US	3
		Select 3 hours from either Early World or Modern World	3
Emphasis Courses -			24
HIST	695	History Capstone (3 hrs)	3
HIST	300+	Upper Division History, unique from Core or Support	3
HIST	300+	Upper Division History, unique from Core or Support	3

HIST	300+	Upper Division History, unique from Core or Support	3
HIST	300+	Upper Division History, unique from Core or Support	3
HIST	300+	Upper Division History, unique from Core or Support	3
HIST	300+	Upper Division History, unique from Core or Support	3
HIST	300+	Upper Division History, unique from Core or Support	3
Elective Courses -			28-29
		Sufficient electives to meet PSU minima	28-29
Total Credit Hours -			57
Minor -			
General Education, 34-35 hours -			34-35
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.
Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.
Your legislation will be returned if either is found.

DO NOT SAVE AS PDF, Leave in Excel worksheet format!

History, General History Emphasis**Old program ("no emphasis") to new program ("General Emphasis")**

OLD			NEW		
Gen Ed	34-35		Gen Ed	34-35	
CORE			CORE		
18 hrs	3 HIST 101	World to 1500	27 hrs	3 HIST 101	World to 1500
	3 HIST 102	World since 1500		3 HIST 102	World since 1500
	3 HIST 201	US to 1865		3 HIST 201	US to 1865
	3 HIST 202	US from 1865		3 HIST 202	US from 1865
	3 HIST 430	Hist Methods		3 HIST 430	Hist Methods
	3 HIST 695	Capstone		3 HIST 300+	Early US
				3 HIST 300+	Modern US
Required UD	3 HIST 300+	Early World		3 HIST 300+	Early World
12 hrs	3 HIST 300+	Modern World		3 HIST 300+	Modern World
	3 HIST 300+	Early US			
	3 HIST 300+	Modern US	Support Courses	3 HIST 300+	Early US or Modern US, unique from Core
			6 hrs	3 HIST 300+	Early World or Modern World, unique from Core
HIST UD	3 HIST 300+	UD History, unique from Core/Req.	Emphasis UD	3 HIST 695	Capstone
27 hrs	3 HIST 300+	UD History, unique from Core/Req.	24 hrs	3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
	3 HIST 300+	UD History, unique from Core/Req.		3 HIST 300+	UD History, unique from Core/Support
TOTAL FOR MAJOR	57			57	

Bachelor of Science Degree History

Degree: Bachelor of Science

Major: History

Emphasis available: History, No, History Education

History, No Emphasis

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-133 Quantitative Reasoning

Core Requirements

- ☐ HIST-101 World History to 1500 (3 hours)
- ☐ HIST-102 World History from 1500 (3 hours)
- ☐ HIST-201 American History to 1865 (3 hours)
- ☐ HIST-202 American History from 1865 (3 hours)
- ☐ HIST-430 Historical Methods (3 hours)
- ☐ HIST-695 History Capstone (3 hours)

Required Upper Division, 12 hours

See notes *1

Notes *1: 3 hours each from the following: Early World, Modern World, Early America, Modern America,

History Electives, 27 hours

See notes *2

Notes *2: Upper Division, 300-600 level courses, from any category.

History Education Emphasis

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-204 Mathematics for Education I

Seek advisement on all General Education Recommendations

Core Requirements, 21 hours

- ☐ HIST-101 World History to 1500 (3 hours)
- ☐ HIST-102 World History from 1500 (3 hours)
- ☐ HIST-201 American History to 1865 (3 hours)
- ☐ HIST-202 American History from 1865 (3 hours)
- ☐ HIST-430 Historical Methods (3 hours)

- ☐ HIST-619 Kansas and the West (3 hours)
- ☐ POLS-101 U.S. Politics (3 hours)

Select 3 hours Early US course from:

- ☐ HIST-502 Special Topics in American History () (1-3 hours)
- ☐ HIST-574 Economic History of the US (3 hours)
- ☐ HIST-576 History of U.S. Presidents (3 hours)
- ☐ HIST-578 Elections in US History (3 hours)
- ☐ HIST-598 American Epidemics (3 hours)
- ☐ HIST-607 American Medicine (3 hours)
- ☐ HIST-609 American Children and Families (3 hours)
- ☐ HIST-618 American West (3 hours)
- ☐ HIST-620 History of the South (3 hours)
- ☐ HIST-636 Native Americans (3 hours)
- ☐ HIST-650 Colonial America (3 hours)
- ☐ HIST-652 American Revolution (3 hours)
- ☐ HIST-655 Early American Republic, 1789-1848 (3 hours)
- ☐ HIST-656 Sectional Crisis and Civil War (3 hours)
- ☐ HIST-657 Reconstruction and New South (3 hours)
- ☐ HIST-659 US Social History, 19th Century (3 hours)
- ☐ HIST-660 American Gilded Age, 1865-1914 (3 hours)
- ☐ HIST-673 American Military Experience, 1607-1898 (3 hours)

Select 3 hours Modern US course from:

- ☐ HIST-502 Special Topics in American History () (1-3 hours)
- ☐ HIST-574 Economic History of the US (3 hours)
- ☐ HIST-576 History of U.S. Presidents (3 hours)
- ☐ HIST-578 Elections in US History (3 hours)
- ☐ HIST-598 American Epidemics (3 hours)
- ☐ HIST-607 American Medicine (3 hours)
- ☐ HIST-609 American Children and Families (3 hours)
- ☐ HIST-620 History of the South (3 hours)
- ☐ HIST-626 U.S. Iraq and Afghanistan (3 hours)
- ☐ HIST-659 US Social History, 19th Century (3 hours)
- ☐ HIST-660 American Gilded Age, 1865-1914 (3 hours)
- ☐ HIST-662 Modern America, 1912-1941 (3 hours)
- ☐ HIST-664 Modern America, 1941-1968 (3 hours)
- ☐ HIST-665 Modern America 1968-2000 (3 hours)
- ☐ HIST-667 Modern America Since 2000 (3 hours)
- ☐ HIST-668 U.S. as a Superpower (3 hours)
- ☐ HIST-674 American Military Experience, 1898 to Present (3 hours)

Select 3 hours Early World course from

- ☐ HIST-501 Special Topics in World History () (1-3 hours)
- ☐ HIST-505 African Civilizations (3 hours)
- ☐ HIST-523 Early China (3 hours)
- ☐ HIST-524 Early Japan (3 hours)
- ☐ HIST-529 History of South Asia (3 hours)
- ☐ HIST-531 Samurai: History, Literature, Myth (3 hours)
- ☐ HIST-532 History of Japanese Women (3 hours)
- ☐ HIST-534 Korean History (3 hours)
- ☐ HIST-541 The Black Death (3 hours)
- ☐ HIST-547 History of the Islamic World (3 hours)
- ☐ HIST-610 Early Modern Europe: 1500 to 1815 (3 hours)
- ☐ HIST-642 Britain to 1888 (3 hours)
- ☐ HIST-644 The Tudor Age (3 hours)

Select 3 hours Modern World course from:

- ☐ HIST-501 Special Topics in World History () (1-3 hours)

- ___ HIST-507 Modern Africa (3 hours)
- ___ HIST-510 Modern Middle East (3 hours)
- ___ HIST-515 World War I (3 hours)
- ___ HIST-518 Germany 1871-1945 (3 hours)
- ___ HIST-520 World War II (3 hours)
- ___ HIST-522 Korean and Vietnam Wars (3 hours)
- ___ HIST-526 Japan Since 1700 (3 hours)
- ___ HIST-527 China Since 1700 (3 hours)
- ___ HIST-529 History of South Asia (3 hours)
- ___ HIST-532 History of Japanese Women (3 hours)
- ___ HIST-533 US-East Asia Relations (3 hours)
- ___ HIST-534 Korean History (3 hours)
- ___ HIST-542 Jack the Ripper (3 hours)
- ___ HIST-543 European Witch-Hunt (3 hours)
- ___ HIST-546 European Imperialism (3 hours)
- ___ HIST-547 History of the Islamic World (3 hours)
- ___ HIST-610 Early Modern Europe: 1500 to 1815 (3 hours)
- ___ HIST-643 Britain since 1688 (3 hours)
- ___ HIST-644 The Tudor Age (3 hours)
- ___ HIST-646 Modern Scotland (3 hours)
- ___ HIST-648 Victorian Britain: Politics and Society (3 hours)

Select 6 hours of Electives from:

See notes *3

Notes *3: One from either Early US or Modern US, 3 hours. One from either Early World or Modern World, 3 hours.

Select 3 hours of Economics from the following:

- ___ ECON-191 Issues in Today's Economy (3 hours)
- ___ ECON-200 Principles of Microeconomics (3 hours)
- ___ ECON-201 Principles of Macroeconomics (3 hours)

Select 3 hours of Geography:

See notes *4

Notes *4: Any GEOG course numbered between 300 and 508.

Select 3 hours of Political Science:

See notes *5

Notes *5: Any POLS course numbered between 300-680.

Professional Education

See notes *6

- ___ PSYCH-155 General Psychology (3 hours)
- ___ PSYCH-263 Developmental Psychology (3 hours)
- ___ PSYCH-357 Educational Psychology (3 hours)
- Note: Must be admitted to Teacher Education to enroll.
- ___ EDUC-261 Explorations in Education (3 hours)
- ___ EDUC-307 Clinical Experience (1 hour)
- ___ EDUC-520 Methods and Materials for Academic Literacy (3 hours)
- Note: Must be admitted to Teacher Education to enroll.
- ___ HIST-479 Techniques for Teaching Middle and Secondary Social Studies (3 hours)
- ___ SPED-510 Overview of Inclusive Education (3 hours)

Notes *6: Students planning to teach should become familiar with the current Regulations for Certifying School Personnel, issued by The State Board of Education. Information concerning these regulations may be obtained from the Director of Teacher Education, 110 Hughes Hall, Pittsburg State University.

Professional Semester

See notes *7

- ___ EDUC-458 Methods and Curriculum (3 hours)
- ___ EDUC-464 Measurement and Evaluation (2 hours)
- ___ EDUC-475 Supervised Clinical Experience (9 hours)
- ___ HIST-579 Supervised Student Teaching and Follow-Up of Teachers (1 hour)

Notes *7: See Admission to Professional Semester for professional education grade point requirements.

Accelerated Program for History

The Accelerated Master's Degree allows undergraduate students to begin taking graduate coursework in their senior year and thus combine components of the undergraduate and graduate curricula. To be in an accelerated master's program students must apply and be admitted to the program by their Department and the Graduate School before enrolling in any courses which will apply to the graduate degree.

The following limitations apply on all accelerated master's degree programs at Pittsburg State University:

1. Students must have a minimum 3.25 overall grade point average to apply for the program.
2. Students may take up to twelve (12) hours of graduate credit at the 700 level during the two semesters of their senior year.
3. Students may count up to nine (9) hours of graduate level coursework at the 700 level on both their bachelor's and master's degrees.
4. Students must obtain a minimum of a "B" for coursework counted under items 2 and 3 above.

___ HIST-701 American History Selected Subjects () (1-3 hours)

Note: Can be repeated.

___ HIST-703 World History Selected Subjects () (1-3 hours)

Note: Can be repeated.

___ HIST-707 Historiography (3 hours)

Revised: 08/28/2025

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date: 1/20/2026

Department: HPSS

College of: Arts & Sciences

Contact Person: Kyle Thompson, Kris Lawson

Minor Required? No

Revision

☐

Major/Minor/Emphasis/Certification Name:

BS, History, Education Emphasis

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

Revision to Curriculum – **REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.**

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

Revision of Core requirements for the BS History degree to create a common Core.
Revision of Course Options (Modern World) to include HIST 548 French Revolution
Addition of 3 elective hours within POLS, GEOG, or HIST
Reduction of 6 elective hours restricted to HIST
Addition of 2 hours in EDUC 370 Organization & Management
Addition of elective hours in order to reach 120 PSU minimum

2. Rationale for change, including changes to curriculum objectives:

Standardizing the BS History degree to create a common Core for all emphases.
Increasing elective hours within Social Sciences to provide support for previous deficiencies in the program.
Adding EDUC 370 to provide support for classroom management skill development

3. Will this change affect any education majors? If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation".

☒

Yes

☐

No

4. If this change affects any other department on campus, please attach all email notifications between departments.

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

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

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Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached.
☒	120 Credit hours met.
☒	Course Id's match Course names.
☒	Course hours are correct.
☒	Listed courses are currently active.
☒	Needed Documentation attached.

-Approved: Department Chair/Director

Date: 17 Feb 26

Signature: _____

Kyle Thayer

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: _____

Christopher Wilkins

-Approved: Dean of College

Date: 3/3/26

Signature: _____

Christopher Wilkins

-Approved: Council for Teacher Education (if applicable)

Date: 4/1/26

Signature: _____

Adam [Signature]

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature: _____

Bryan McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026			
Major/Emphasis/Minor/Certificate - BS, History, Education emphasis			
Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			27
HIST	101	World History to 1500	3
HIST	102	World History since 1500	3
HIST	201	American History to 1865	3
HIST	202	American History since 1865	3
HIST	430	Historical Methods	3
		Select 3 hours Early US course from:	3
HIST	502	Special Topics in American History (1-3 hours)	
HIST	574	Economic History of the US (3 hrs)	
HIST	576	History of U.S. Presidents (3 hrs)	
HIST	578	Elections in US History (3 hrs)	
HIST	598	American Epidemics (3 hrs)	
HIST	607	American Medicine (3 hrs)	
HIST	609	American Children and Families (3 hrs)	
HIST	618	American West (3 hrs)	
HIST	620	History of the South (3 hrs)	
HIST	636	Native Americans (3 hrs)	
HIST	650	Colonial America (3 hrs)	
HIST	652	American Revolution (3 hrs)	
HIST	655	Early American Republic, 1789-1848 (3 hrs)	
HIST	656	Sectional Crisis and Civil War (3 hrs)	
HIST	657	Reconstruction and New South (3 hrs)	
HIST	659	US Social History, 19th Century (3 hrs)	
HIST	660	American Gilded Age, 1865-1914 (3 hrs)	
HIST	673	American Military Experience, 1607-1898 (3 hrs)	
		Select 3 hours Modern US course from:	3
HIST	502	Special Topics in American History (1-3 hours)	
HIST	574	Economic History of the US (3 hrs)	
HIST	576	History of U.S. Presidents (3 hrs)	
HIST	578	Elections in US History (3 hrs)	
HIST	598	American Epidemics (3 hrs)	
HIST	607	American Medicine (3 hrs)	
HIST	609	American Children and Families (3 hrs)	
HIST	620	History of the South (3 hrs)	
HIST	626	US Iraq and Afghanistan (3 hrs)	
HIST	660	American Gilded Age, 1865-1914 (3 hrs)	
HIST	662	Modern America, 1912-1941 (3 hrs)	
HIST	664	Modern America, 1941-1968 (3 hrs)	
HIST	665	Modern America 1968-2000 (3 hrs)	

HIST	667	Modern America since 2000 (3 hrs)	
HIST	668	US as a Superpower (3 hrs)	
HIST	674	American Military Experience, 1898 to Present (3 hrs)	
		Select 3 hours Early World course from:	3
HIST	501	Special Topics in World History (1-3 hrs)	
HIST	505	African Civilizations (3 hrs)	
HIST	523	Early China (3 hrs)	
HIST	524	Early Japan (3 hrs)	
HIST	529	History of South Asia (3 hrs)	
HIST	531	Samurai: History, Literature, Myth (3 hrs)	
HIST	532	History of Japanese Women (3 hrs)	
HIST	534	Korean History (3 hrs)	
HIST	541	The Black Death (3 hrs)	
HIST	547	History of the Islamic World (3 hrs)	
HIST	610	Early Modern Europe: 1500-1815 (3 hrs)	
HIST	642	Britain to 1688 (3 hrs)	
HIST	644	The Tudor Age (3 hrs)	
		Select 3 hours Modern World course from:	3
HIST	501	Special Topics in World History (1-3 hrs)	
HIST	507	Modern Africa (3 hrs)	
HIST	510	Modern Middle East (3 hrs)	
HIST	515	World War I (3 hrs)	
HIST	518	Germany 1871-1945 (3 hrs)	
HIST	520	World War II (3 hrs)	
HIST	522	Korean and Vietnam Wars (3 hrs)	
HIST	526	Japan Since 1700 (3 hrs)	
HIST	527	China Since 1700 (3 hrs)	
HIST	529	History of South Asia (3 hrs)	
HIST	532	History of Japanese Women (3 hrs)	
HIST	533	US-East Asia Relations (3 hrs)	
HIST	534	Korean History (3 hrs)	
HIST	542	Jack the Ripper (3 hrs)	
HIST	543	European Witch Hunt (3 hrs)	
HIST	546	European Imperialism (3 hrs)	
HIST	547	History of the Islamic World (3 hrs)	
HIST	548	French Revolution & Napoleon (3 hrs)	
HIST	610	Early Modern Europe: 1500-1815 (3 hrs)	
HIST	643	Britain since 1688 (3 hrs)	
HIST	644	The Tudor Age (3 hrs)	
HIST	646	Modern Scotland (3 hrs)	
HIST	648	Victorian Britain: Politics and Society (3 hrs)	
		Support Courses -	
PSYCH	155	General Psychology	21
HIST	619	Kansas and the West	3
POLS	101	US Politics	3
POLS	300-680	any POLS course numbered 300-680	3
ECON	191, 200, or 201	any ECON course numbered 191, 200, or 201	3

GEOG	300-508	any GEOG course numbered 300-508	3
HIST, POLS, GEOG		any HIST numbered 300-699, POLS numbered 300-680, or GEOG numbered 300-508	3
Emphasis Courses -			21
PSYCH	263	Developmental Psychology	3
PSYCH	357	Educational Psychology	3
EDUC	261	Explorations in Education	3
EDUC	307	Clinical Experience	1
EDUC	370	Organization & Management of the Middle/Second Classroom	2
EDUC	520	Methods & Materials for Academic Literacy	3
HIST	479	Techniques for Teaching Middle and Secondary	3
SPED	510	Overview of Inclusive Education	3
Professional Semester			15
EDUC	458	Methods and Curriculum	3
EDUC	464	Measurement and Evaluation	2
EDUC	475	Supervised Clinical Experience	9
HIST	579	Supervised Student Teaching and Follow-Up Teachers	1
Elective Courses -			1-2
		Sufficient electives to meet PSU minima	1-2
Total Credit Hours -			84

Minor -

General Education, 34-35 hours - 34-35

Total Credit Hours: 120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

DO NOT SAVE AS PDF, Leave in Excel worksheet format!

History, Education Emphasis
Old program to new program

OLD		
Gen Ed	34-35	
CORE		
18 hrs	3 HIST 101	World to 1500
	3 HIST 102	World since 1500
	3 HIST 201	US to 1865
	3 HIST 202	US from 1865
	3 HIST 430	Hist Methods
	3 HIST 619	Kansas and the West
	3 POLS 101	US Politics
Required		
62 hrs	3 HIST 300+	Early World
	3 HIST 300+	Modern World
	3 HIST 300+	UD History, any World
	3 HIST 300+	Early US
	3 HIST 300+	Modern US
	3 HIST 300+	UD History, any US
	3 ECON	191, 200, or 201
	3 GEOG	any course numbered 300-600
	3 POLS	any course numbered 300-600
	3 PSYCH 155	General Psychology
	3 PSYCH 283	Developmental Psychology
	3 PSYCH 357	Educational Psychology
	3 EDUC 261	Explorations in Education
	1 EDUC 307	Clinical Experience
	3 EDUC 520	Methods & Materials Academic Lit
	3 HIST 479	Techniques for Teaching
	3 SPED 510	Overview of Inclusive Education
	PROFESSIONAL SEMESTER	
	3 EDUC 458	Methods & Curriculum
	2 EDUC 484	Measurement & Evaluation
	9 EDUC 475	Supervised Clinical Experience
	1 HIST 579	Supervised Student Teaching

TOTAL FOR MAJOR

85

NEW		
34-35	No change	
CORE		
27 hrs	3 HIST 101	World to 1500
	3 HIST 102	World since 1500
	3 HIST 201	US to 1865
	3 HIST 202	US from 1865
	3 HIST 430	Hist Methods
	3 HIST 300+	Early US
	3 HIST 300+	Modern US
	3 HIST 300+	Early World
	3 HIST 300+	Modern World
Support		
22 hrs	3 PSYCH 155	General Psychology
	3 HIST 619	Kansas and the West
	3 POLS 101	US Politics
	3 POLS	any course numbered 300-600
	3 ECON	191, 200, or 201
	3 GEOG	any course numbered 300-600
	3 HIST/POLS/GEOG	UD Hist, Pols, or Geog
Emphasis UD		
21 hrs	3 PSYCH 283	Developmental Psychology
	3 PSYCH 357	Educational Psychology
	3 EDUC 261	Explorations in Education
	1 EDUC 307	Clinical Experience
	2 EDUC 370	Organization & Management
	3 EDUC 520	Methods & Materials Academic Lit
	3 HIST 479	Techniques for Teaching
	3 SPED 510	Overview of Inclusive Education
PROFESSIONAL SEMESTER	PROFESSIONAL SEMESTER	
15 hrs	3 EDUC 458	Methods & Curriculum
	2 EDUC 484	Measurement & Evaluation
	9 EDUC 475	Supervised Clinical Experience
	1 HIST 579	Supervised Student Teaching

84

Code	Semester 1 — FRESHMAN YEAR	Cr.	NOTES
ENGL 101	English Composition (SGE) ⁰¹⁰	3	C or better
HIST 101	World History to 1500 (SGE) ⁰⁶⁰	3	
UGS 150	Gorilla Gateway (SGE) ⁰⁷⁰	2	
Bucket 060	Arts & Humanities (SGE) ⁰⁶⁰	3	PHIL 231 sugg.
Bucket 070	Institutionally Designated (SGE) ⁰⁷⁰	1	
100+	Open Elective	3	GEOG 106 sugg.
TOTAL CREDIT HOURS		15	

Code	Semester 3 — SOPHOMORE YEAR	Cr.	NOTES
EDUC 307	Clinical Experience	1	
ENGL 299	Intro to Research Writing (SGE) ⁰¹⁰	3	C or better
HIST 201	American History to 1865	3	
Bucket 040	Natural & Physical Sciences (SGE) ⁰⁴⁰	4-5	
ECON 191+	Economics Elective	3	
TOTAL CREDIT HOURS		14-16	

Code	Semester 5 — JUNIOR YEAR	Cr.	NOTES
HIST 619	Kansas and the West	3	
PSYCH 357	Educational Psychology	3	C or Better*
500+	Early World History Elective	3	
500+	Modern World History Elective	3	
EDUC 370	Organization & Management	2	
TOTAL CREDIT HOURS		14	

Code	Semester 7 — SENIOR YEAR	Cr.	NOTES
HIST 479	Techniques for Teaching Middle & Sec Soc Studies	3	C or Better*
SPED 510	Overview of Inclusive Education	3	C or Better*
GEOG 600+	Geography Elective (300-508)	3	
POLS 300+	Political Science Elective	3	
100+	Open Elective	3	
100+	Open Elective	1-2	
TOTAL CREDIT HOURS		19-17	

Systemwide General Education (SGE) Key

010 English	050 Social & Behavioral Sciences
020 Communications	060 Arts & Humanities
030 Math & Statistics	070 Institutionally Designated

Footnotes:

- * Requirement for admission to Teacher Education program or Student Teaching Semester
- † Prerequisite for future coursework

Code	Semester 2 — FRESHMAN YEAR	Cr.	NOTES
COMM 207	Speech Communication (SGE) ⁰²⁰	3	C or Better*
EDUC 261	Explorations in Education (SGE) ⁰⁷⁰	3	C or Better,*†
HIST 102	World History from 1500	3	
POLS 101	U.S. Politics (SGE) ⁰⁵⁰	3	
PSYCH 155	General Psychology (SGE) ⁰⁵⁰	3	C or Better†
TOTAL CREDIT HOURS		15	

Code	Semester 4 — SOPHOMORE YEAR	Cr.	NOTES
HIST 202	American History from 1865	3	
HIST 430	Historical Methods	3	
MATH 133	Quantitative Reasoning (SGE) ⁰³⁰	3	C or Better*
PSYCH 263	Developmental Psychology	3	C or Better†
100+	Open Elective	3	ART 289 sugg.
TOTAL CREDIT HOURS		16	
APPLY TO THE TEACHER EDUCATION PROGRAM BY OR BEFORE THIS POINT (SEE BELOW)			

Code	Semester 6 — JUNIOR YEAR	Cr.	NOTES
EDUC 520	Methods & Materials for Academic Literacy	3	C or Better*
500+	Early U.S. History Elective	3	
500+	Modern U.S. History Elective	3	
500+	HIST, POLS, or GEOG Elective	3	
190+	Open Elective	3	
TOTAL CREDIT HOURS		15	

Code	PROFESSIONAL SEMESTER — SENIOR YEAR	Cr.	NOTES
NOTE: STUDENTS MUST BE ADMITTED INTO THE PROFESSIONAL SEMESTER AND PLACED BY OTE.			
EDUC 458	Methods & Curriculum	3	
EDUC 464	Measurement & Evaluation	2	
EDUC 475	Supervised Clinical Experience	9	
HIST 579	Supervised Student Teaching & Follow-Up of Teachers	1	
<i>Additional coursework or ANY employment must be approved by petitioning CARTE in the OTE.</i>			
TOTAL CREDIT HOURS		15	

Color Coding Key

CODE 101	Course Passed/Credit Granted
CODE 102	Currently Enrolled
CODE 103	Self-Reported Class/Not Yet Evaluated

Teacher Education Admission Requirements (as of May 20, 2025):

- Submit completed application, background check, and recommendations
- Pass Basic Skills testing requirements (typically through the ACT or AccuPlacer)
- Pass required courses with a C or better (EDUC 261; SGE 010, 020, and 030)

 Outlook

Re: Adding Classroom Management to Degree Plan

From Jean Dockers <jdockers@pittstate.edu>

Date Wed 1/14/2026 11:02 AM

To Kris Lawson <klawson@pittstate.edu>

Kris,

It is not the EDUC 368 class (that is elementary) for secondary it should be EDUC 370, and yes we have capacity for the enrollment. It is online to help with scheduling.

Jean

Jean Dockers, Ph.D.

Director of Teacher Education

Pittsburg State University

jdockers@pittstate.edu

(620)235-4636



From: Kris Lawson <klawson@pittstate.edu>

Sent: Tuesday, January 13, 2026 3:03 PM

To: Jean Dockers <jdockers@pittstate.edu>

Subject: Adding Classroom Management to Degree Plan

Jean,

I'm working on a revision of our BS, History, Education Emphasis, and I've been asked to add EDUC 368 to the program requirements.

I estimate that this will increase demand for this course at the rate of ~10 students each academic year.

Will this additional demand be ok for teacher education? Or, should I delay adding the course to the program requirements?

Thanks!

Kris

Dr. Kirstin L. Lawson

Associate Professor of History; PSU Master Advisor

History Undergraduate and Graduate Programs Coordinator

American History of Healthcare; Social and Cultural History

Pittsburg State University www.pittstate.edu/hpss

2025-2026 Past President, Kansas Association of Historians www.kansashistorians.org

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date: 1/20/2026

Department: HPSS

College of: Arts & Sciences

Contact Person: Kyle Thompson, Kris Lawson

Minor Required? No

Deletion

Major/Minor/Emphasis/Certification Name:

BS, History, No Emphasis

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

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

History will have two emphases:

General Emphasis

Education Emphasis

History is deleting the No Emphasis option

2. Rationale for change, including changes to curriculum objectives:

All History majors will need to choose either the General or Education Emphasis

3. Will this change affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation".*

☐

Yes

☒

No

4. If this change affects any other department on campus, please attach all email notifications between departments.

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

☐ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☐ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☐	Academic Planning Excel attached.
☐	120 Credit hours met.
☐	Course Id's match Course names.
☐	Course hours are correct.
☐	Listed courses are currently active.
☒	Needed Documentation attached.

-Approved: Department Chair/Director

Date: 30 Jan 26

Signature: _____

Kyle Thym

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: _____

Christopher Childers

-Approved: Dean of College

Date: 3/3/26

Signature: _____

Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature: _____

Brian McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.

Bachelor of Science Degree History

Degree: Bachelor of Science

Major: History

Emphasis available: History, No, History Education

History, No Emphasis

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-133 Quantitative Reasoning

Core Requirements

- ☐ HIST-101 World History to 1500 (3 hours)
- ☐ HIST-102 World History from 1500 (3 hours)
- ☐ HIST-201 American History to 1865 (3 hours)
- ☐ HIST-202 American History from 1865 (3 hours)
- ☐ HIST-430 Historical Methods (3 hours)
- ☐ HIST-695 History Capstone (3 hours)

Required Upper Division, 12 hours

See notes *1

Notes *1: 3 hours each from the following: Early World, Modern World, Early America, Modern America,

History Electives, 27 hours

See notes *2

Notes *2: Upper Division, 300-600 level courses, from any category.

History Education Emphasis

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-204 Mathematics for Education I

Seek advisement on all General Education Recommendations

Core Requirements, 21 hours

- ☐ HIST-101 World History to 1500 (3 hours)
- ☐ HIST-102 World History from 1500 (3 hours)
- ☐ HIST-201 American History to 1865 (3 hours)
- ☐ HIST-202 American History from 1865 (3 hours)
- ☐ HIST-430 Historical Methods (3 hours)

- ☐ HIST-619 Kansas and the West (3 hours)
- ☐ POLS-101 U.S. Politics (3 hours)

Select 3 hours Early US course from:

- ☐ HIST-502 Special Topics in American History () (1-3 hours)
- ☐ HIST-574 Economic History of the US (3 hours)
- ☐ HIST-576 History of U.S. Presidents (3 hours)
- ☐ HIST-578 Elections in US History (3 hours)
- ☐ HIST-598 American Epidemics (3 hours)
- ☐ HIST-607 American Medicine (3 hours)
- ☐ HIST-609 American Children and Families (3 hours)
- ☐ HIST-618 American West (3 hours)
- ☐ HIST-620 History of the South (3 hours)
- ☐ HIST-636 Native Americans (3 hours)
- ☐ HIST-650 Colonial America (3 hours)
- ☐ HIST-652 American Revolution (3 hours)
- ☐ HIST-655 Early American Republic, 1789-1848 (3 hours)
- ☐ HIST-656 Sectional Crisis and Civil War (3 hours)
- ☐ HIST-657 Reconstruction and New South (3 hours)
- ☐ HIST-659 US Social History, 19th Century (3 hours)
- ☐ HIST-660 American Gilded Age, 1865-1914 (3 hours)
- ☐ HIST-673 American Military Experience, 1607-1898 (3 hours)

Select 3 hours Modern US course from:

- ☐ HIST-502 Special Topics in American History () (1-3 hours)
- ☐ HIST-574 Economic History of the US (3 hours)
- ☐ HIST-576 History of U.S. Presidents (3 hours)
- ☐ HIST-578 Elections in US History (3 hours)
- ☐ HIST-598 American Epidemics (3 hours)
- ☐ HIST-607 American Medicine (3 hours)
- ☐ HIST-609 American Children and Families (3 hours)
- ☐ HIST-620 History of the South (3 hours)
- ☐ HIST-626 U.S. Iraq and Afghanistan (3 hours)
- ☐ HIST-659 US Social History, 19th Century (3 hours)
- ☐ HIST-660 American Gilded Age, 1865-1914 (3 hours)
- ☐ HIST-662 Modern America, 1912-1941 (3 hours)
- ☐ HIST-664 Modern America, 1941-1968 (3 hours)
- ☐ HIST-665 Modern America 1968-2000 (3 hours)
- ☐ HIST-667 Modern America Since 2000 (3 hours)
- ☐ HIST-668 U.S. as a Superpower (3 hours)
- ☐ HIST-674 American Military Experience, 1898 to Present (3 hours)

Select 3 hours Early World course from

- ☐ HIST-501 Special Topics in World History () (1-3 hours)
- ☐ HIST-505 African Civilizations (3 hours)
- ☐ HIST-523 Early China (3 hours)
- ☐ HIST-524 Early Japan (3 hours)
- ☐ HIST-529 History of South Asia (3 hours)
- ☐ HIST-531 Samurai: History, Literature, Myth (3 hours)
- ☐ HIST-532 History of Japanese Women (3 hours)
- ☐ HIST-534 Korean History (3 hours)
- ☐ HIST-541 The Black Death (3 hours)
- ☐ HIST-547 History of the Islamic World (3 hours)
- ☐ HIST-610 Early Modern Europe: 1500 to 1815 (3 hours)
- ☐ HIST-642 Britain to 1688 (3 hours)
- ☐ HIST-644 The Tudor Age (3 hours)

Select 3 hours Modern World course from:

- ☐ HIST-501 Special Topics in World History () (1-3 hours)

- ☐ HIST-507 Modern Africa (3 hours)
- ☐ HIST-510 Modern Middle East (3 hours)
- ☐ HIST-515 World War I (3 hours)
- ☐ HIST-518 Germany 1871-1945 (3 hours)
- ☐ HIST-520 World War II (3 hours)
- ☐ HIST-522 Korean and Vietnam Wars (3 hours)
- ☐ HIST-526 Japan Since 1700 (3 hours)
- ☐ HIST-527 China Since 1700 (3 hours)
- ☐ HIST-529 History of South Asia (3 hours)
- ☐ HIST-532 History of Japanese Women (3 hours)
- ☐ HIST-533 US-East Asia Relations (3 hours)
- ☐ HIST-534 Korean History (3 hours)
- ☐ HIST-542 Jack the Ripper (3 hours)
- ☐ HIST-543 European Witch-Hunt (3 hours)
- ☐ HIST-546 European Imperialism (3 hours)
- ☐ HIST-547 History of the Islamic World (3 hours)
- ☐ HIST-610 Early Modern Europe: 1500 to 1815 (3 hours)
- ☐ HIST-643 Britain since 1688 (3 hours)
- ☐ HIST-644 The Tudor Age (3 hours)
- ☐ HIST-646 Modern Scotland (3 hours)
- ☐ HIST-648 Victorian Britain: Politics and Society (3 hours)

Select 6 hours of Electives from:

See notes *3

Notes *3: One from either Early US or Modern US, 3 hours. One from either Early World or Modern World, 3 hours.

Select 3 hours of Economics from the following:

- ☐ ECON-191 Issues in Today's Economy (3 hours)
- ☐ ECON-200 Principles of Microeconomics (3 hours)
- ☐ ECON-201 Principles of Macroeconomics (3 hours)

Select 3 hours of Geography:

See notes *4

Notes *4: Any GEOG course numbered between 300 and 508.

Select 3 hours of Political Science:

See notes *5

Notes *5: Any POLS course numbered between 300-680.

Professional Education

See notes *6

- ☐ PSYCH-155 General Psychology (3 hours)
 - ☐ PSYCH-263 Developmental Psychology (3 hours)
 - ☐ PSYCH-357 Educational Psychology (3 hours)
- Note: Must be admitted to Teacher Education to enroll.
- ☐ EDUC-261 Explorations in Education (3 hours)
 - ☐ EDUC-307 Clinical Experience (1 hour)
 - ☐ EDUC-520 Methods and Materials for Academic Literacy (3 hours)
- Note: Must be admitted to Teacher Education to enroll.
- ☐ HIST-479 Techniques for Teaching Middle and Secondary Social Studies (3 hours)
 - ☐ SPED-510 Overview of Inclusive Education (3 hours)

Notes *6: Students planning to teach should become familiar with the current Regulations for Certifying School Personnel, Issued by The State Board of Education. Information concerning these regulations may be obtained from the Director of Teacher Education, 110 Hughes Hall, Pittsburg State University.

Professional Semester

See notes *7

- ☐ EDUC-458 Methods and Curriculum (3 hours)
- ☐ EDUC-464 Measurement and Evaluation (2 hours)
- ☐ EDUC-475 Supervised Clinical Experience (9 hours)
- ☐ HIST-579 Supervised Student Teaching and Follow-Up of Teachers (1 hour)

Notes *7: See Admission to Professional Semester for professional education grade point requirements.

Accelerated Program for History

The Accelerated Master's Degree allows undergraduate students to begin taking graduate coursework in their senior year and thus combine components of the undergraduate and graduate curricula. To be in an accelerated master's program students must apply and be admitted to the program by their Department and the Graduate School before enrolling in any courses which will apply to the graduate degree.

The following limitations apply on all accelerated master's degree programs at Pittsburg State University:

1. Students must have a minimum 3.25 overall grade point average to apply for the program.
2. Students may take up to twelve (12) hours of graduate credit at the 700 level during the two semesters of their senior year.
3. Students may count up to nine (9) hours of graduate level coursework at the 700 level on both their bachelor's and master's degrees.
4. Students must obtain a minimum of a "B" for coursework counted under items 2 and 3 above.

☐ HIST-701 American History Selected Subjects () (1-3 hours)

Note: Can be repeated.

☐ HIST-703 World History Selected Subjects () (1-3 hours)

Note: Can be repeated.

☐ HIST-707 Historiography (3 hours)

Revised: 08/28/2025

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **2/5/2026**

Department: **Biology**

College of: **Arts & Sciences**

Contact Person: **Delia Lister**

Create New, Revise, Inactivate, or Reactivate: **New**

Course #: **Biol 301**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

This course will serve as one of the "core" courses for the new Environmental Certificate offered through Biology.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes ☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes ☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐ Yes ☒ No

5. Will additional resources or costs be required?

☐ Yes ☒ No

If so, what will be needed?

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. 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.

	Exsisting	New/Proposed
Title:		Foundations of Environmental Education
Course Number:		301
Credits:		3
Grading System:	Select One	A-F, IN
Pre/Co-Requisite(s):		
Course Description:		This course is designed to help students develop the knowledge, skills, and professional practices needed to deliver high-quality environmental education. Topics include environmental literacy, foundations of EE, professional responsibilities, program planning & implementation, and assessment & evaluation. The course emphasizes inquiry-based, experiential, socially just practices, and aligns with North American Association for Environmental Education (NAAEE) guidelines.

Authorization Sign-Off

Checklist: Check once verified.

☐	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2/5/2026

Signature, Chair/Director: _____

Khamis Siam

-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____

Christopher Buldeo

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____

Christopher Buldeo

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____

Bryan McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

PITTSBURG STATE UNIVERSITY
BIOL 301-01 Foundations of Environmental Education
SYLLABUS for Fall 2026, 3 credit hours

Instructor Delia Lister, Ph.D., CIGT
Biology Instructor
Director of PSU Nature Reach
Department of Biology
328 Heckert-Wells Hall
(620) 235-4805
dlister@pittstate.edu

Office Hours 12:30-3pm Tu/Th, By Appointment on MWF

This course is designed to help students develop the knowledge, skills, and professional practices needed to deliver high-quality environmental education. Topics include environmental literacy, foundations of EE, professional responsibilities, program planning & implementation, and assessment & evaluation. The course emphasizes inquiry-based, experiential, socially just practices, and aligns with North American Association for Environmental Education (NAAEE) guidelines.

Course Objectives

By the end of this course, participants will be able to:

1. Define environmental literacy and apply inquiry, analysis, and interpretation skills in EE contexts.
2. Explain key environmental processes, systems, and human-environment interactions.
3. Describe the historical, philosophical, and practical foundations of environmental education.
4. Demonstrate professional responsibilities as an EE practitioner, including ethical practice, socially just instruction, and continual learning.
5. Plan and implement effective EE programs and lessons that are hands-on, place-based, and responsive to diverse learners.
6. Design and utilize assessment and evaluation strategies to measure learning outcomes and program impact.
7. Reflect on personal professional growth and generate a professional development plan.

Required Texts & Materials:

Embedded in this course are the training manuals for Project Learning Tree, Project WILD, Project WET, Project WILD Aquatic, and the Leopold Education Project. Students will purchase these texts directly through the Kansas Association for Conservation and Environmental Education (KACEE). These materials are essential to the success of the course.

Teaching Strategy: Fully Online, Asynchronous

Grading Scale	A = 100% - 90%
	B = 89% - 80%
	C = 79% - 70%
	D = 69% - 60%
	F = 59% and Below

Evaluation

- Reflection (Week 1): 5%
- Quiz & case study (Week 2): 10%
- Reading summary & discussion (Week 3): 5%
- Professional development plan (Week 4): 10%
- Lesson plan draft (Week 5): 10%
- Field-based activity / virtual analysis (Week 6): 10%
- Assessment instrument design (Week 7): 10%
- Program evaluation mini plan (Week 8): 10%
- Capstone draft (Week 9): 5%
- Capstone final & self-reflection (Week 10-16): 20%

Class Attendance:

This is an online, asynchronous course, so daily attendance is not taken, but students are expected to fully engage in the course through assignments, projects, and personal reflections.

Syllabus Supplement

Please see the [syllabus supplement](#).

Academic Integrity and use of AI:

Please see the [Code of Student Rights and Responsibilities](#). Unless specifically stated in the assignment, the use of Artificial Intelligence (AI) is not allowed and considered academic dishonesty.

Course Schedule

Week	Module Title	Topics	Assignment
Week 1	Introduction & Environmental Literacy	What is EE? Tbilisi Declaration; questioning & analysis; environmental literacy	Reflection: "My vision of an environmental educator" (500 words)
Week 2	Environmental Processes & Systems	Understanding systems; biodiversity; human-environment interaction.	Short quiz + case study: examine a local environmental system
Week 3	History and Evolution of Environmental Education	History, philosophy, key definitions; settings	Reading summary + discussion post
Week 4	Professional Responsibilities of the EE Practitioner	Ethical practice; professional growth; networking; creating a climate for learning	Create a personal professional development plan
Week 5	Planning & Implementing EE Programs I – Learners & Methods	Understanding learners; teaching methods (inquiry, hands-on, cooperative, service-learning)	Lesson plan draft: choose a grade level or audience and outline an EE lesson
Week 6	Planning & Implementing EE Programs II – Execution & Environment	From plan to practice: place-based education; outdoor learning; balancing education vs advocacy.	Field-based activity report OR virtual site analysis
Week 7	Assessment and Evaluation I – Learner Outcomes	Aligning objectives with assessments.	Design an assessment instrument for your lesson
Week 8	Assessment and Evaluation II – Program Evaluation & Improvement	Evaluating EE programs; using data for improvement; formative vs summative.	Program evaluation mini-plan: choose an EE program and evaluate

Week 9	Integration & Capstone Project Work	Bringing it all together: lesson + assessment + reflection + professional practice.	Submit draft of capstone project: comprehensive EE program or unit
Week 10-16	Capstone Presentations & Reflection	Final project presentations; peer feedback; course wrap-up; next steps in your professional journey.	Final capstone submission + self-reflection (1,000 words)

Monday, January 5, 2026 at 10:20:27 AM Central Standard Time

Subject: Re: EE Certificate for Biology Majors

Date: Wednesday, November 12, 2025 at 6:10:41 AM Central Standard Time

From: Delia Lister

To: Shelby Hutchens

Hi Shelby,

That sounds great. Happy to add that as an elective. Looking forward to the syllabi!

Thanks!

Delia

Get [Outlook for Mac](#)

From: Shelby Hutchens <nhutchens@pittstate.edu>

Date: Tuesday, November 11, 2025 at 7:47 AM

To: Delia Lister <dlister@pittstate.edu>

Subject: RE: EE Certificate for Biology Majors

Delia,

Of course! I'll get these syllabi to you ASAP! Apologies for the tardy response, I was at a conference last week and my ability to reply was somewhat limited.

Also – after hearing more feedback from students, could we add REC 317 – Camping and Outdoor Education to the electives under my program's section? Students love the class and it does teach a few useful skills for any outdoor adventure.

Thank you!

Shelby Hutchens, Ph.D.

Assistant Professor – Department of Health, Human Performance, and Recreation
Pittsburg State University

From: Delia Lister <dlister@pittstate.edu>

Sent: Wednesday, November 5, 2025 3:02 PM

To: Catherine Hooey <chooey@pittstate.edu>; Shelby Hutchens <nhutchens@pittstate.edu>

Subject: EE Certificate for Biology Majors

Hi Shelby and Catherine,

I have been given the green light to officially pursue a Certificate in Environmental Education.

Attached is a draft list of courses for the certificate (specific to Biology majors). Take a look and see if you would like to add/delete any courses. The Dean requested that the certificate stay at 18 hours, so I am thinking 6 hours from each department. In the future, I would also like to provide options for an EE Certificate that would complement your majors as well.

If you are good with this, I will proceed with moving it through the academic system. Additionally....

- 1. Could you also provide a syllabus for each of the courses listed on this doc that are in your department?**
- 2. I would also be open to suggestions we could provide these students for their general education requirements that would complement this certificate. I have ideas but want your thoughts as well.**

Please let me know if you have questions or concerns or want to meet to discuss further. Always happy to meet!

Thanks so much!

Delia Lister, Ph.D.
Lecture Instructor
Director, Nature Reach
Biology Department
Pittsburg State University
1701 S. Broadway
Pittsburg, KS 66762
(620) 235-4805 office
<https://pittstate.edu/biology/nature-reach/>

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2026

Submission Date: 2/5/2026

Department: Biology

College of: Arts & Sciences

Contact Person: Delia Lister

Proposal for a New: **Certificate**

Modality of Program: Face to Face

Title of new Minor/Emphasis/Certificate: Environmental Education

Major: Biology

Minor Required? No

New Minor/Emphasis/Certificate – **REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.**

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification. See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

Many students are drawn to biology/science because they feel a deep connection with wildlife, natural spaces, and sharing that passion with others. This certificate uniquely equips students to do just that—teaching and communicating science in dynamic, non-traditional settings like nature centers, parks, museums, aquariums, or in fields like ecotourism—all beyond the walls of a typical K–12 classroom. Most students are not aware that such a path exists, but when they discover careers in environmental education and/or non-formal science communication and interpretation, they are often thrilled and energized by the new possibilities. This degree pathway integrates interdisciplinary learning so students can help solve real-world problems and understand how systems can work in concert to create a better more environmentally just world for everyone.

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☒ Yes ☐ No

I have been in communication with Dr. Catherine Hooey and Dr. Shelby Hutchins. Emails attached.

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

- a. Enrollment targets = Initially 5-10
b. Outcome expected and process to evaluate =
Review student enrollment numbers.
c. Plan to discontinue if enrollment targets not met =
Not currently

Questions for certificate only: If you have 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? **No**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?

Yes

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified:

Required fields completed.

Listed courses are currently active

Course Id's match Course names.

Course hours are correct.

Required 120 credit hour minimum met.

Academic Planning Excel Attached

Current Program Guide from Online Catalog

KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 2/5/2026

Signature: Khamis Siam

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/3/26

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____ Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature: Bryan McKay

-Approved: Faculty Senate

Date: _____ Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:

https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026			
Major/Emphasis/Minor/Certificate - Environmental Education Certificate			
Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			18
BIOL	301	Foundations of Environmental Education	3
BIOL	343	Natural History Interpretation	3
REC	280	Leadership and Management	3
		And Choose 3 hours from the following:	3
REC	317	Camping and Outdoor Education	
REC	410	Tourism Planning and Development	
REC	426	Law of the Professions in Recreation, Sport, and Hospitality	
GEOG	302	Introduction to Environmental Geography	3
		And Choose 3 hours from the following:	3
GEOG	401	Urban and Regional Planning	
GEOG	502	Global Environmental Change	
Support Courses -			0
Emphasis Courses -			0
Elective Courses -			
Total Credit Hours -			18
Minor -			
General Education, 34-35 hours -			
Total Credit Hours:			18

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Faculty Senate Notification Form

Effective Date: Fall 2026

Submission Date: 2/5/26

Department: Chemistry

College of: Arts & Science

Contact Person: Khamis Siam

Course/Program Name: CHEM 593

Notification Form – Used for notifying faculty senate and registrar's office of changes that don't affect other departments.

- Admission Requirements
- Pre-requisites/Co-requisites -only removes or adds from your department.
- Modality -for the change or addition to teaching a face to face course to online or hybrid format.
- Other is for misc. situations that are not covered in the other areas.

1. Purpose/Justification for this notification:

Changing prerequisites from engineering physics to include college physics in order to accommodate students.

2. Is this notification related to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? Select One If "yes", please provide documentation (ex. email).

	Existing	New/Proposed
Modality of Program:	In-Person	In-Person
Admission Requirements:		
Pre/Co-Requisite(s):	CHEM 225 General Chemistry II PHYS 105 Engineering Physics II, MATH 150 Calculus I.	CHEM 225 General Chemistry II PHYS 105 or PHYS 101 Engineering Physics II or College Physics II MATH 150 Calculus I.
Other:		

Authorization Sign-Off Sheet

-Approved: Department Chairperson

Date: 2/5/26

Signature, Chairperson: Khamis Siam

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: Christopher Miller

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments: 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.

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

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **2/5/2026**

Department: **Chemistry**

College of: **Arts & Sciences**

Contact Person: **Khamis Siam**

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **601**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Students are required to attend 2 semesters of colloquium in their senior year for a total of 1 credit hour

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes ☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes ☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☒ Yes ☐ No

5. Will additional resources or costs be required?

☐ Yes ☒ No

If so, what will be needed?

PSU Faculty Senate 25-26

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. 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:	Colloquium	Colloquium
Course Number:	CHEM 601	CHEM 601
Credits:	1	0.5
Grading System:	Pass/Fail	A-F, IN
Pre/Co-Requisite(s):	none	Senior status in Chemistry
Course Description:	Oral reports presented and accompanied by a written paper. May be repeated. Offered on a Pass-Fail basis if taken for zero hours. Offered both semesters.	Oral presentation and discussion on selected research topics in science and published peer reviewed journals. May be repeated

Authorization Sign-Off

Checklist: Check once verified.

☐
☐
☐

Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2/5/2026

Signature, Chair/Director: _____

Khamis Siam

-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____

Christopher Bullock

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____

Christopher Bullock

-Approved: Council for Teacher Education (if applicable)

Date: 4/1/26

Signature, Council Chair: _____

[Signature]

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____

Brian McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: **2/5/2026**

Department: **Chemistry**

College of: **Arts & Sciences**

Contact Person: **Khamis Siam**

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **681**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Students are required to attend 2 semesters of colloquium in their senior year for a total of 1 credit hour

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes ☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes ☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐ Yes ☒ No

5. Will additional resources or costs be required?

☐ Yes ☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
 If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

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

8. 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:	Polymer Chemistry Colloquium	Colloquium
Course Number:	681	681
Credits:	1	0.5
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):	CHEM 325 Organic Chemistry I or CHEM 360 Introduction to Polymer Science and Technology or permission of instructor.	Senior Status in Polymer Chemistry
Course Description:	Oral presentation and discussion on selected research topics in polymer science, published peer reviewed journals, review of selected topics in polymer chemistry.	Oral presentation and discussion on selected research topics in science, published peer reviewed journals. May be repeated.

Authorization Sign-Off

Checklist: Check once verified.

☐	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2/5/2026

Signature, Chair/Director: _____

Khamis Siam

-Approved: College Curriculum Committee

Date: 3/3/26

Signature, Committee Chair: _____

Christopher Childers

-Approved: Dean of College

Date: 3/3/26

Signature, Dean: _____

Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair: _____

Bryan McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date: 2/5/2026

Department: Chemistry

College of: Arts & Sciences

Contact Person: Khamis Siam

Minor Required? No

Revision

Major/Minor/Emphasis/Certification Name:

Polymer Chemistry

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

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

Move CHEM 593 & 594 to the electives area from the emphasis area.

Add CHEM 633, 635 to the electives area they were never in the major.

Add PET 370/371 or PET 374/375 to the electives area they were never in the major.

Add to the emphasis area CHEM 360 & 630 they were never in the major

Hours for the electives will be changing from 3 to 6 plus 22 open electives for a total of 28

Remove CHEM 640, 683 & 687 from the elective courses to choose from

Move CHEM 650 from electives to emphasis area.

2. Rationale for change, including changes to curriculum objectives:

We have modified our program to be in line with the American Chemical Society's guidelines for approved Chemistry programs.

3. Will this change affect any education majors? If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation".

☐

Yes

☐

No

4. If this change affects any other department on campus, **please attach all email notifications between departments.**

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

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒
☒
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☐

- Program guide from current catalog.
- Academic Planning Excel attached.
- 120 Credit hours met.
- Course Id's match Course names.
- Course hours are correct.
- Listed courses are currently active.
- Needed Documentation attached.

-Approved: Department Chair/Director

Date: 2/5/2026

Signature: _____

Khamia Siam

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: _____

Christopher Biddle

-Approved: Dean of College

Date: 3/3/26

Signature: _____

Christopher Biddle

-Approved: Council for Teacher Education (if applicable)

Date: 4/17/26

Signature: _____

Bryan McKay

-Approved: University Undergraduate Curriculum Committee

Date: _____

Signature: _____

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.

Polymer Chemistry Emphasis

Degree: Bachelor of Science

Major: Chemistry

Emphasis: Polymer Chemistry

A minor is not required.

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-150 Calculus I

Core Requirements

___ CHEM-215 General Chemistry I (3 hours)
and ___ CHEM-216 General Chemistry I Laboratory (2 hours)
___ CHEM-225 General Chemistry II (3 hours)
and ___ CHEM-226 General Chemistry II Laboratory (2 hours)
___ CHEM-325 Organic Chemistry I (3 hours)
and ___ CHEM-326 Organic Chemistry I Laboratory (2 hours)
___ CHEM-335 Organic Chemistry II (3 hours)
and ___ CHEM-336 Organic Chemistry II Laboratory (2 hours)
___ MATH-150 Calculus I (5 hours)

Emphasis Area

Chemistry Courses

___ CHEM-423 Descriptive Inorganic Chemistry (3 hours)
___ CHEM-445 Analytical Chemistry (3 hours)
and ___ CHEM-446 Analytical Chemistry Laboratory (2 hours)
___ CHEM-593 Physical Chemistry I (3 hours)
and ___ CHEM-594 Physical Chemistry I Laboratory (2 hours)
___ CHEM-601 Chemistry Colloquium (0-1 hour)
Note: One hour CHEM 601 Chemistry Colloquium is required.
___ CHEM-611 Senior Review and Assessment (1 hour)
___ CHEM-625 Polymer Synthesis and Characterizations (3 hours)
and ___ CHEM-626 Polymer Synthesis and Characterizations
Laboratory (2 hours)
___ CHEM-680 Physical Properties of Polymers (3 hours)

Select 3 hours from:

___ CHEM-640 Polyurethanes and Their Applications (3 hours)
___ CHEM-650 Conducting Polymers and Their Applications (3 hours)
___ CHEM-683 Biopolymers (3 hours)
___ CHEM-687 Polymers in Nanotechnology (3 hours)

Other Requirements

___ PHYS-104 Engineering Physics I (4 hours)
or ___ PHYS-100 College Physics I (4 hours)
and ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
___ PHYS-105 Engineering Physics II (4 hours)
or ___ PHYS-101 College Physics II (4 hours)
and ___ PHYS-131 Elementary Physics Laboratory II (1 hour)
Degree requires a minimum of 120 credit hours. Student should seek advisement to identify appropriate electives or minor to achieve this minimum.

Revised: 08/28/2025

BS Chemistry
Polymer Emphasis

PSU Faculty Senate 24-25

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - Polymer Chemistry Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			20
CHEM	215	General Chemistry I	3
CHEM	216	General Chemistry I - Lab	2
CHEM	225	General Chemistry II	3
CHEM	226	General Chemistry II - Lab	2
CHEM	325	Organic Chemistry I	3
CHEM	326	Organic Chemistry I - lab	2
CHEM	335	Organic Chemistry II	3
CHEM	336	Organic Chemistry II - lab	2
MATH	150	Calculus (5 hrs)	
Support Courses -			16
PHYS	104	Engineering Physics I	4
or PHYS	100	College Physics I	
and PHYS	130	Elementary Physics Laboratory I	1
PHYS	105	Engineering Physics II	4
or PHYS	101	College Physics II	
and PHYS	131	Elementary Physics Laboratory II	1
		Choose 6 hours from the following	6
CHEM	593	Physical Chemistry I (3 hrs)	
CHEM	594	Physical Chemistry I Lab (2 hrs)	
CHEM	635	Polymer Gels (3 hrs)	
CHEM	633	Fibers (3 hrs)	
PET	371/370	Thermoplastic Resins (4) and lab	
or PET	375/374	Thermoset Resins (4) and lab	
Emphasis Courses -			27
CHEM	360	Intro to Polymer Science	3
CHEM	423	Descriptive Inorganic Chemistry	3
CHEM	445	Analytical Chemistry	3
CHEM	446	Analytical Chemistry Laboratory	2
CHEM	681	Colloquium	1
CHEM	611	Senior Review and Assessment	1
CHEM	625	Polymer Synthesis and Characterizations	3
CHEM	626	Polymer Synthesis and Characterizations Lab	2
CHEM	630	Polymerization and Polymer Kinetics	3
CHEM	650	Conducting Polymers and Their Applications	3
CHEM	680	Physical Properties of Polymers	3

BS Chemistry
Polymer Emphasis

		Elective Courses -	22
		Other electives - 22 hours	
Total Credit Hours -			85
General Education, 34-35 hours -			35
Total Credit Hours:			120
Be sure all information is correct and courses are active before submitting.			
Curriculum Revisions REQUIRE a program guide from the current catalog, 24/25.			
Your legislation will be returned if either is found.			

Curriculum Revision Form

Effective Date: FALL 2026

Submission Date:

Department: Chemistry

College of: Arts & Sciences

Contact Person: Jody Neef

Minor Required? **Select One**

Revision

Major/Minor/Emphasis/Certification Name:

Emphasis in Chemistry: Forensic Chemistry with minor in Biology

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

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe ALL Changes:

Removal of following classes: CHEM 322 Intro to Forensic Research, CHEM 320 Intro to Organic Chemistry, CHEM 421 Forensic Analysis, CHEM 422 Forensic Analysis lab, CHEM 522 Advanced Research in Forensic Science, CHEM 622 Forensic Science Seminar, Chem 773 Biochemistry II, Chem 774 Biochemistry II lab, BIOL 311 Cell Biology, and Math 113 College Algebra

Addition of following classes: CHEM 325 Organic Chemistry I, CHEM 326 Organic Chemistry I Laboratory, CHEM 335 Organic Chemistry II, CHEM 336 Organic Chemistry II Laboratory, CHEM 445 Analytical Chemistry, CHEM 446 Analytical Chemistry Laboratory, CHEM 745 Instrumental Analysis, CHEM 746 Instrumental Analysis Laboratory, BIOL 212 Principles of Biology II, BIOL 322 Genetics, BIOL 323 Genetics lab, BIOL 550 Advanced Cellular/Molecular biology, BIOL 551 Introduction to Recombinant DNA Techniques Laboratory, JUST 300 Criminal Forensics, JUST 501 Criminal Procedure, JUST 522 Crime Scenes and the Law of Evidence, MATH 150 Calculus I

2. Rationale for change, including changes to curriculum objectives:

Changes are being made to met the needs of KBI

3. Will this change affect any education majors? If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐

Yes

☒

No

4. If this change affects any other department on campus, **please attach all email notifications between departments.**

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

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

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Program guide from current catalog.

Academic Planning Excel attached.

120 Credit hours met.

Course Id's match Course names.

Course hours are correct.

Listed courses are currently active.

Needed Documentation attached.

-Approved: Department Chair/Director

Date: 2/5/2026

Signature: _____

[Handwritten Signature]

-Approved: College Curriculum Committee

Date: 3/3/26

Signature: _____

[Handwritten Signature]

-Approved: Dean of College

Date: 3/3/26

Signature: _____

[Handwritten Signature]

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/16/26

Signature: _____

[Handwritten Signature]

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, 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.pdf" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026			
Major/Emphasis/Minor/Certificate - Forensics Chemistry Emphasis			
Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			20
CHEM	215	General Chemistry I	3
CHEM	216	General Chemistry I - Lab	2
CHEM	225	General Chemistry II	3
CHEM	226	General Chemistry II - Lab	2
CHEM	325	Organic Chemistry I	3
CHEM	326	Organic Chemistry I - lab	2
CHEM	335	Organic Chemistry II	3
CHEM	336	Organic Chemistry II - lab	2
MATH	150	Calculus (5)	
Support Courses -			18
Chem	221	Introduction to Forensics	3
CHEM	445	Analytical	3
CHEM	446	Analytical lab	2
CHEM	575	Biochemistry	3
CHEM	576	Biochemistry lab	2
CHEM	745	Instrumental*	3
CHEM	746	Instrumental lab	2
		*Chem 593 is being removed as a prerequisite for this class	
Emphasis Courses -			15
MATH	143	Elementary Statistics	3
JUST	300	Criminal Forensics	3
JUST	501	Criminal Procedure	3
JUST	522	Criminal Scenes and the Law of Evidence	3
BIOL	551	Introduction to Recombinant DNA	3
Biology Minor			21
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
		These 13 hours of Biology Minor electives are required for the Chemistry Forensics Major	
BIOL	322	Genetics	3
BIOL	323	Genetics lab	2
BIOL	371	General Microbiology	3
BIOL	372	General Microbiology Laboratory	2
BIOL	550	Advanced Cellular/Molecular Biology	3
Elective Courses -			11
Total Credit Hours -			85
Minor - General Education, 34-35 hours -			35
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting. Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Forensic Chemistry Emphasis

Degree: Bachelor of Science

Major: Chemistry

Emphasis: Forensic Chemistry

A minor is not required.

General Education Requirements

General Education requirements consist of 34-35 credit hours of course work.

Required Math Gateway Course, seek advisement.

MATH-150 Calculus I

Core Requirements

- ___ CHEM-215 General Chemistry I (3 hours)
- and ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ CHEM-225 General Chemistry II (3 hours)
- and ___ CHEM-226 General Chemistry II Laboratory (2 hours)
- ___ CHEM-325 Organic Chemistry I (3 hours)
- and ___ CHEM-326 Organic Chemistry I Laboratory (2 hours)
- ___ CHEM-335 Organic Chemistry II (3 hours)
- and ___ CHEM-336 Organic Chemistry II Laboratory (2 hours)
- ___ MATH-150 Calculus I (5 hours)

Emphasis Area

Chemistry Courses, 28 hours

- ___ CHEM-221 Introduction to Forensic Chemistry (3 hours)
- ___ CHEM-320 Introductory Organic Chemistry (3 hours)
- ___ CHEM-322 Introduction to Forensic Research (3 hours)
- ___ CHEM-421 Forensic Analysis (3 hours)
- ___ CHEM-422 Forensic Analysis Lab (2 hours)
- ___ CHEM-522 Advanced Research in Forensic Science (3 hours)
- ___ CHEM-575 Biochemistry I (3 hours)
- ___ CHEM-576 Biochemistry I Laboratory (2 hours)
- ___ CHEM-622 Forensic Science Seminar (1 hour)
- ___ CHEM-773 Biochemistry II (3 hours)
- ___ CHEM-774 Biochemistry II Laboratory (2 hours)

Other Requirements, 15 hours

- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ BIOL-311 Cell Biology (3 hours)
- ___ BIOL-371 General Microbiology (3 hours)
- ___ BIOL-372 General Microbiology Laboratory (2 hours)
- ___ MATH-143 Elementary Statistics (3 hours)

Faculty Senate Notification Form

Effective Date: Fall 2026

Submission Date: 3/3/26

Department: HHPR

College of: Education

Contact Person: Laura Covert Miller

Course/Program Name: Gerontology Minor

Notification Form – Used for notifying faculty senate and registrar's office of changes that don't affect other departments.

- Admission Requirements
- Pre-requisites/Co-requisites -only removes or adds from your department.
- Modality -for the change or addition to teaching a face to face course to online or hybrid format.
- Other is for misc. situations that are not covered in the other areas.

1. Purpose/Justification for this notification:

The gerontology minor is moving to be housed in the College of Education. Dr. Childers, the Dean of the College of Arts and Sciences, approves of the minor moving to the College of Education since the minor coordinator and the majority of the courses are within the College of Education.

2. Is this notification related to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? No

If "yes", please provide documentation (ex. email).

	Existing	New/Proposed
Modality of Program:	Select One	Select One
Admission Requirements:		
Pre/Co-Requisite(s):		
Other:	Gerontology minor was housed in College of Arts and Sciences	Move gerontology minor to be housed within the College of Education

Authorization Sign-Off Sheet

-Approved: Department Chairperson

Date: Apr 3, 2026

Signature, Chairperson: James Oliver Jr.

-Approved: Dean of College

Date: Apr 3, 2026

Signature, Dean: Joan

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments: 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.

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



Jason Clemensen

To: Cole Shewmaker, Laura Miller

Reply Reply all Forward

Tue 12/16/2025 12:29 PM

1

You replied on Tue 12/16/2025 4:35 PM

Cole and Laura, [Previous attachment](#)

It looks like the College of Art's and Science's would like to give us the Gerontology minor since Laura is the one who advises it. I know FCS has some desire in helping to reignite this minor and could be an opportunity for some cross departmental work. I just wanted to give you the heads up on this. I know Dr. Bon would like to see some growth in this minor because it is a need. Nothing to do right now, just wanted to let you guys know that this is something we can work on next semester.

Thank you,
Jason

Jason Clemensen, Ed.D
Pittsburg State University
College of Education
COE Associate Dean
TCHL Department Chair/Associate Professor

115A Hughes Hall
620.235.4926
jclemensen@pittstate.edu



Jason Clemensen



Reply

Reply all

Forward



To: Laura Miller; Cole Shewmake

Wed 12/17/2025 9:23 AM

You replied on Wed 12/17/2025 10:03 AM

Hi Laura,

Great question. This started with a meeting with FCS where they were presenting areas that they felt they could grow within their area and areas that they could help be involved in. The Gerontology Minor was one of the areas that were identified in that meeting. Dr. Bon had previously discussed needs from the field in this area. When she met with Dr. Childers they discussed the minor. FCS was formerly apart of Arts and Sciences and had offered courses within this minor. Dr. Childers let Dr. Bon know that he would like to give that minor back to you since you advise it anyway. I do believe she is aware of some of the programs we currently have going.

My take on it, is Arts and Sciences have enough going on right now and that the feeling is if we work in tandem with FCS and the other areas that this minor is incorporated, we can possibly reignite the minor. I will rely on your expertise in this area but know that you do have my support in whatever is needed. I look forward to sitting and talking more about your thoughts after the break. Please, let me know if you have other questions.

Thank you,
Jason

Jason Clemensen, Ed. D
Pittsburg State University
College of Education
COE Associate Dean
TCHL Department Chair/Associate Professor

Faculty Senate Notification Form

Effective Date: Fall 2026

Submission Date: 3/4/26

Department: CMCET

College of: Technology

Contact Person: Chris Pross

Course/Program Name: CMCET 235

Notification Form – Used for notifying faculty senate and registrar's office of changes that don't affect other departments.

- Admission Requirements
- Pre-requisites/Co-requisites -only removes or adds from your department.
- Modality -for the change or addition to teaching a face to face course to online or hybrid format.
- Other is for misc. situations that are not covered in the other areas.

1. Purpose/Justification for this notification:

This class is currently set up as a F2F lecture and lab. As the number of students increases the need to be able to deliver the lecture content via hybrid modality becomes necessary. The Lab would stay F2F.

2. Is this notification related to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? No

If "yes", please provide documentation (ex. email).

Modality of Program:	Existing	New/Proposed
	In-Person	Hybrid
Admission Requirements:		
Pre/Co-Requisite(s):		
Other:		

Authorization Sign-Off Sheet

-Approved: Department Chairperson

Date: 3/4/26

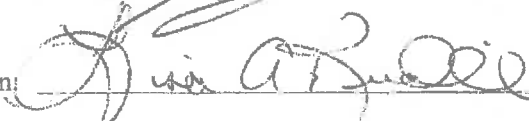
Signature, Chairperson: _____



-Approved: Dean of College

Date: 3/5/26

Signature, Dean: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments: 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.

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

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date: 10-1-25

Department: **TWL - Graphic Communications**

College of: **Technology**

Contact Person: **Andrea Kent**

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **GC 430**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

Legislative changes and report and tracking of DEI initiatives prompt need for course name and description change.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

PSU Faculty Senate 25-26

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

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

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

8. 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:	Inclusive Design	Accessible Design
Course Number:	GC 430	GC 430
Credits:	3	3
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):	GC 330 Typography & Layout	GC 330 Typography & Layout
Course Description:	Students will learn about the principles of inclusive design, including empathy, diversity, equity, and inclusion. They will explore case studies and best practices in inclusive design, and gain an understanding of the social and ethical implications of design decisions.	Students will learn user-informed design principles emphasizing research methods for understanding diversified audiences needs and behaviors. Through case studies and best practices, they will explore strategies for collecting and analyzing user data, applying accessibility standards to design decisions that relate to all audiences.

GC 430 Assessment Strategies

Assignments: Assignments will range from research presentations, class discussions and design/creation assignments. Please consult Canvas for assignments and due-dates. It is the student's responsibility to make sure all work is handed in complete and on time. Late work will only be accepted in extreme circumstances. Arrangements and approval of late work must be made with the instructor before the original due date or the student will receive a 0 for the assignment. **All late work will receive a minimum 10% point reduction. **Assignments will be graded approx. within 1 week of submission.

Examinations: No formal exams will be given. The final assessment will be a student created project and/or research based poster for inclusion in the PSU Research Colloquium or similar organizational presentation.

Homework/Projects – 75% of grade

Final Project – 15% of grade

Attendance/Participation – 10% of grade

Standard 90% ,80% , 70% , 60% Grade Scale

Authorization Sign-Off

Checklist: Check once verified.



Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 12/16/25

Signature, Chair/Director:

A handwritten signature in black ink, appearing to be "Andrew M. Z..."

-Approved: College Curriculum Committee

Date: 3/2/26

Signature, Committee Chair:

A handwritten signature in black ink, appearing to be "Ryan"

-Approved: Dean of College

Date: 3/2/26

Signature, Dean:

A handwritten signature in black ink, appearing to be "Lisa A. B..."

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair:

A handwritten signature in black ink, appearing to be "Ryan McKay"

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date:

Department: **TWL**

College of: **Technology**



Contact Person: **Christel Benson**

Create New, Revise, Inactivate, or Reactivate: **Revision**



Course #: **GC 535**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

This newly legislated course has been offered for one semester. The structure and project execution aligns with Brand Identity Design rather than Brand Strategy. Input from industry partners influenced the project structure for this course.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

PSU Faculty Senate 25-26

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes ☒ No

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

8. 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:	Branding Strategy	Brand Identity Design
Course Number:	GC 535	GC 535
Credits:	3	3
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):		
Course Description:	Branding Strategy applies the theories of design to create unique brand identity assets while implementing Design System management strategies. This course emphasizes the holistic approach of brand strategy-how a brand shows up to its customers (and potential customers). You will explore various brand elements, including voice, storytelling, brand identity, brand values, and overall vibe. Through a combination of design principles, software integration, typography, and technology, you will execute the design process from visualization to production. Case discussions, interactive exercises, and real-world scenario planning will guide you in developing the foundations for a lasting and successful brand. Prerequisites: GC 333 Advanced Graphic Design and GC 430 Inclusive Design.	Brand Identity Design applies the theories of design to create unique brand identity assets. This course explores various brand elements, including voice, storytelling, brand identity, and brand values. Through a combination of design principles, software integration, typography, and technology, students will execute the design process from visualization to production. Prerequisites: GC 333 Advanced Graphic Design and GC 430 Inclusive Design.

Authorization Sign-Off

Checklist: Check once verified.

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Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 12/16/25

Signature, Chair/Director:

Andrzej

-Approved: College Curriculum Committee

Date: 3/2/26

Signature, Committee Chair:

Ryan

-Approved: Dean of College

Date: 3/2/26

Signature, Dean:

Lisa A. Ruelle

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/17/26

Signature, Committee Chair:

Ryan McKay

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, 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 them to your College Administrator.