

## FACULTY SENATE MINUTES

May 6, 2019

The Pittsburg State University Faculty Senate met at 3:00 p.m. on Monday, May 6, 2019 in the Sunflower Room of the Overman Student Center with Cliff Morris, President, presiding.

### Past Minutes

Minutes from April 22, 2019 meeting were approved.

### Announcements

*Provost and Vice President of Academic Affairs – Dr. Lynette Olson*

Dr. Olson had Dr. Bryan Setser of rpkGroup join the group via Zoom. Dr. Setser advised that the slides and data filled charts have now been shared via Canvas along with narratives explaining the data protocol. Also posted on Canvas was questions to direct next steps. Dr. Setser encouraged participation in providing answers to these questions.

Questions were asked by senators on the process for collecting data and why in some cases it seemed to be divided by degree type where other times majors were combined. Specifically History separate from History/Government (BSE). Others expressed concerns on the data as well. Dr. Setser noted he would post clarification via response from data team on Canvas. (The data was pulled by major codes and some majors share the same major code but have multiple degree types and others have separate codes. History/Government changed in 2003 when added as a new major).

Prototype team to meet on May 7<sup>th</sup> and includes faculty senate members. Part of the directive of this committee is to identify new programs and expansion opportunities. Between now and June 4 will be pulling information together and prepare to present to Provost Leadership Council. Follow up scheduled to occur on June 11. A slide of the rpkGroup schedule was shown that indicated June 21<sup>st</sup> for final findings.

*PSU/KNEA –Grant Moss, President*

Dr. Moss noted that meetings were held on April 9<sup>th</sup> and again on the 30<sup>th</sup>. Elections were held and Dr. Moss will remain president of KNEA for the 19-20 AY. The full list of officers and delegates can be found at <https://www.pittstate.edu/office/provost/knea/index.html#undefined1> and include Erik Mayer as 1<sup>st</sup> VP, Randy Winzer as 2<sup>nd</sup> VP, Lori Martin as secretary, Susan Schreiner as Treasurer and Phil Rudd as Parliamentarian.

*Student Senate – Lexi Houser, Representative*

Ms. Lexi Houser indicated that SGA had held the last meeting of the year and recently celebrated the 100<sup>th</sup> birthday of SGA.

*Unclassified Professional Senate – Lindell Haverstic, President*

Lindell Haverstic shared the following:

- I. UPS had final meeting of academic year May 1<sup>st</sup>.
  - a. Newly elected senators agreed to serve and were introduced at meeting.
    - i. Serving Academic Affairs Cohort 1
      1. Tammy Higgins
      2. Brenda Hawkins
      3. Barbara Stotts (returning for second term)
    - ii. Serving Academic Affairs Cohort 2
      1. Greg Murray
      2. Jamie Oliver
      3. Lynn Murray (in second year of existing term)
  - b. Dr. Olson updated our Senate on the rpk Group Strategic Visioning roadmap.
  - c. UPS committee reports included Professional Development Scholarship update: seven awarded and six accepted.
- II. UPS Council teleconference will be May 10<sup>th</sup> at which point we hope to have Job Satisfaction Survey results for review.

At the conclusion of his report, Mr. Haverstic expressed his appreciation for the opportunity to sit in the Faculty Senate meetings this year and for President Morris' participation and reports to the UPS.

*University Support Staff – Michael Woodrum, President*

Mr. Woodrum noted that USS continue to meet through June. They recently held elections and during the May and June meetings they will be finishing the review of the bylaws. The May meeting is to be held at Block 22 and Dr. Olson will be the speaker. Rick Clutter will be the next President. He closed his report by noting that working across groups has been very productive and he appreciated this opportunity for the last two years.

*Faculty Senate President – Cliff Morris, President*

Mr. Morris noted that Open Education Resources continues to be discussed. He indicated that there is an Excel that has been shared with senators for 2019-20 to denote their committee interest and thus far there has been 50 sign up. The Excel will be available through May 31<sup>st</sup>. Over the summer President Kevin Bracker will review the list and make appointments. Final annual committee reports still need to be sent to and posted by the Registrar's Office for archival purposes.

**Committee Reports**

*Undergraduate Curriculum – Nico Prelogar, Chair*

Kevin Bracker noted that the committee reviewed over 90 submissions in the briefcase, most of which were program changes related to Pathway or reflecting the major at 120 hours per KBOR regulations. The motion was made to review as an entire packet and it was asked if there were any questions or need for discussion before a vote. Grant Moss asked if having IEP courses was appropriate in UG Curriculum items. The answer was yes, these courses are also legislated and handled through the system in the same way as other courses. Laura Carlson asked about students who might change their major or minor under Pathway criteria. Kyle Thompson indicated it would be important to let students know that if they change their major it could mean they would need to take more Pathway courses due to the inability to have a Pathway course with the same prefix as the major. Discussion was had on how this would be communicated.

There was a great deal of discussion on if the intention of Pathway was to have specific courses noted for the major as has been done in several of the items going through legislation. I explained, as registrar, that this was done in an effort to meet the 120 hours and align needed pre-requisite and support courses for the major to reduce the overall hours. Many students will not graduate with 120 hours because of changing their major or selecting to take other classes outside what the departments have noted as preferred, but departments are pointing forth their best effort to show how their major can be earned in 120 hours. I explained this has been done in the past as well, departments often make recommendations on preferred general education courses.

The motion to approve the curriculum items passed unanimously.

*Library Services/Learning Resources – Chris Childers, Chair*

Dr. Childers advised that the main floor of the library would be under construction over the summer. He indicated best to watch for MrBulke updates advising the best entrance to use and availability of access.

*Online and Distance Learning – Liz Mascher, Chair*

Shawnee Hendershot reviewed the committee report found in the May 2019 agenda. (also attached)

*Constitution Committee – Normal Philipp, Chair*

Dr. Mark Johnson noted that there would not be a vote on Constitution changes as this is done in the General Faculty meeting and will need to be posted for 7 days minimum to review prior to online vote. Today voting only on by-law changes. Cliff Morris opened the proposed revisions for discussion and that a vote would be done individually on each change.

1. The change in wording from General Education to Pathway passed unanimously.
2. Amendment 3 – approved unanimously
3. Amendment 4 – School to College – it was caught there were other locations that School was used. Motioned to modify the proposal to include this omission and this was approved unanimously.

*General Education Committee – Mark Johnson, Chair*

Dr. Johnson announced that the committee had reviewed and accepted the new course submissions - CHEM\*106 and CHEM\*216 (lab courses) to Pathway and that the name change of the committee from General Education to Pathway will be voted on in the Fall.

*Academic Honesty Committee – Kevin Bracker, Chair*

Per Dr. Bracker there had been 3 Maxient reports submitted.

**Unfinished Business**

Dr. Moss asked about discussing items from last month, and where the New Business discussed in April was headed. There was a reminder that the constitution committee review protocol on first and second readings for all but the Undergraduate Curriculum Committee motions and bring a recommendation forward in Fall 2019.

**New Business**

Cliff Morris presented retirement gifts of Gorilla wood carvings created by PSU student Same Galliant to Dr. Lynette Olson, Jeanine Van Becelaere and Debbie Greve as appreciation for support of Faculty Senate.

**Open Forum**

None

**Meeting Adjourned** Motion to adjourn was approved at 3:55 p.m.

  
Debbie Greve, Recording Secretary



## **2018/19 Online and Distance Learning Committee Annual Report**

The Continuing Studies Committee had an initial meeting in September, discussing online teaching and learning here at Pitt State. Throughout the fall semester, and into the beginning of the spring semester, we discussed the need to advance and support online offerings with both faculty and students. Ideas were generated to recruit and retain online students. Focus was placed upon specific initiatives that are currently in place to support online instructors such as implementation of VidGrid and Zoom.

The committee reviewed a portion of the graduate student survey results and provided feedback for the office of Graduate and Continuing Studies on potential questions for future surveys. In addition, the Committee discussed the possibility of a method for supplying mentors for online instructors and the development of online best practices. Both of these are in the works and will be finalized in the near future.

During the year the committee was informed and supported by student representatives from the Student Faculty Senate. These students indicated a need to provide some type of consistency across PSU online courses to facilitate ease of use for students. They also expressed a desire for more online courses and more seats available in these courses to help students with scheduling. Further, they expressed a need to provide some type of time management training for those who elect to take online course.

In March the committee had guests from the College of Education who shared ideas generated at a focus group session within the college. Two themes were presented: creating and supporting resources to support the “whole” online student such as virtual training and telehealth platforms and creation of academic supports for current online students including the creation of quick videos to show how to complete different tasks and better communication of the resources currently available to PSU students.

Based upon discussions and investigations completed during the year, the committee will supply information regarding what we felt were next steps to the incoming committee members in the fall.

## Faculty Senate Subcommittee Report 2018-2019

### Diversity & Multicultural Affairs

#### Committee Meeting Dates

8-29-18

First meeting – elected Marc Daczewitz chair and Yasmina Vallejos secretary. Discussed goals, deliverables.

9-18-18

Reviewed our deliverables and decided that Marc should contact Jan Smith to find out how we can help with accreditation in the area of diversity and multicultural affairs

10-10-18

Sub-group (Browyn Conrad, Jason Freeman, & Marc Daczewitz) meeting with Jan Smith to find out about accreditation procedures and needs

10-16-18

Discussed suggestions of Jan Smith, decided to request NSSE data from Nora Hatton, and to analyze that before deciding whether we need to collect more data from faculty/students

11-13-18

Reviewed NSSE data provided by Nora Hatton, developed list of questions for her to clarify

1-22-19

Nora Hatton attended and answered questions about NSSE data that the group sent in December. Group decided to discuss surveying the faculty and/or students to learn more about the culture of PSU and how we handle topics around diversity and multiculturalism

2-19-19

Decided to create a faculty survey, discussed possible student focus groups, homework to bring survey questions to following meeting.

3-19-19

Wrote survey for faculty, Decided to create and administer after sharing with Nora Hatton, Jan Smith, Deatrea Rose, & Harold Wallace

4-16-19

Meeting canceled because survey not distributed yet.

4-29-19

Survey distributed to course instructors via Bulk-e. At this point (May 1 at 11:49) 38 instructors have responded.

Next year's proposed goals:

1. Analyze results from faculty survey distributed in Spring 2019
2. Present results from survey to senate executive committee
3. Develop student focus group protocols to conduct in Spring 2020.
4. Conduct student focus groups in January/February and analyze the results in March/April