

FORT WAYNE SENATE AGENDA
MONDAY
November 11, 2024
12:00 P.M., KT G46

1. Call to order
2. Approval of the minutes of October 14 and October 28
3. Acceptance of the agenda – J. Nowak
4. Reports of the Faculty Chairs
 - a. Past Chair (UPC Representative) – B. Buldt
 - b. Chair (Presiding Officer) – C. Gurgur
 - c. Chair-Elect (IFC Representative) – J. Nowak
5. Special business of the day
 - a. 2023-2024 Annual Report of Faculty Athletics Representative Activities, SR 24-9 – MAAS, M. Parker
6. Unfinished business
7. Committee reports requiring action
 - a. Approval of Replacement Members of the Educational Policy Committee, Nominations and Elections Committee, and Honors Program Subcommittee, SD 24-8 – EC, J. Nowak (for discussion/action)
8. New business
9. Question time
 - a. RE: Revision of General Education Program Status, SR 24-17 – S. Buttes
10. Committee reports “for information only”
 - a. Minor in Finance, SR 24-13 – CS, L. Roberts
 - b. Charge to University Resources Advisory Committee Concerning Daycare at PFW, SR 24-14 – EC, J. Nowak
 - c. Charge to Formulate a Formal Recommendation on Director of Graduate Studies, SR 24-15 – EC, J. Nowak
 - d. Statement on Senate Questions, SR 24-16 – EC, J. Nowak
11. The general good and welfare of the University
12. Adjournment*

*The meeting will adjourn or recess by 1:15 p.m.

Approved

K. Barker
B. Buldt
C. Gurgur
J. Johns
J. McHann
J. Nowak
L. Roberts

Opposed

Abstention

Absent

Non-Voting

C. Ortsey

Attachments:

- “2023-2024 Annual Report of Faculty Athletics Representative Activities” (SR No. 24-9)
- “Approval of Replacement Members of the Educational Policy Committee, Nominations and Elections Committee, and Honors Program Subcommittee” (SD 24-8)
- “Question Time – re: Revision of General Education Program Status” (SR No. 24-17)
- “Minor in Finance” (SR No. 24-13)
- “Charge to University Resources Advisory Committee Concerning Daycare at PFW” (SR No. 24-14)
- “Charge to Formulate a Formal Recommendation on Director of Graduate Studies” (SR No. 24-15)
- “Statement on Senate Questions” (SR No. 24-16)

MEMORANDUM

TO: The Fort Wayne Senate

FROM: Michelle Parker, Faculty Athletics Representative
Chair, Mastodon Athletics Advisory Subcommittee

DATE: August 23, 2024

SUBJ: 2023-2024 Annual Report of Faculty Athletics Representative Activities

Annual Report of FAR Activities

As set forth in the Purdue University Fort Wayne Faculty Athletics Representative Position Description, this is the annual report of the activities of the Faculty Athletic Representative (FAR) for the Academic year 2023-2024. The report is traditionally requested in April but since I started the FAR role in August and it is to encompass the academic year, I am submitting it at the end of July to accurately reflect all of the activities that I have completed and not have any crossover from the previous FAR.

I began my role as FAR on August 15, 2023 and have spent much of this year familiarizing myself with the many activities and requirements of this position. Dr. Jens Clegg, Kelley Hartley-Hutton, Jason Baldwin, Rachel Holycross and I met multiple times to transition the role to me. In addition, prior to my August 15th start date, I accompanied Jens to the Horizon League meetings in June 2023 and Summer athletics certification in early August. These were excellent opportunities for me to observe the then acting FAR and to familiarize myself with the position.

One of duties of the FAR is to ensure that student athletes are being treated the same as other students on campus. This means that they are not being given any extra benefits or advantages not available to other students or not permitted by NCAA policies. Whenever there is a grade change submitted for a student-athlete that could affect their eligibility, I am asked to reach out to the faculty member to make sure that the change in grade was due to the efforts of the student and not their status as a student-athlete. I am asked to follow-up on grade changes several times per year in a normal year. This year I worked with 4 student athletes with their grade appeals. All 4 appeals were miscalculations of grades and were corrected on the student's transcripts.

The main issue that continues to impact our student athletes on campus is the lack of an excused absence policy for university sponsored business. Each semester, student athletes need to have a missed class worksheet filled out to communicate class periods that will be missed only due to travel and competition (not practice). Most of the impacts come from a course only being offered once a year and only at one time where the athlete doesn't have a choice to take it at a time that would minimize missed classes for travel and competitions. I answered questions from faculty on ways that a student athlete could still participate in class even though they are travelling. This has been aided by our busses being equipped with mobile hot spots so students can Zoom into the classroom while travelling. Due to the new medical excused absence policy that was started this year, our student athletes didn't need

any assistance from me to help them with missed classes and assignments due to injury, medical procedures or hospitalization as the Office of Student Conduct and Care in conjunction with the athletic training staff handled the communication.

Each semester, there are a number of faculty who do not return the grade check forms sent to them by student athletes. These forms are critical in monitoring student athlete eligibility and to keep the university in compliance. When the student athlete's efforts to get the forms back are not working, coaches approach me to request that I reach out to faculty who have not completed the forms. I worked with Jason Baldwin over the summer to work on a new communication through Navigate that hopefully will increase the return rate of these grade reports.

Conferences Attended:

Faculty Athletics Representative Association (FARA) Annual Conference. November 2023. This conference is an annual meeting of all Faculty Athletic Representatives. The meeting includes training, education, and information for FAR's on topics from the NCAA, legislation, mental and physical health of athletes.

NCAA National Convention. January, 2024. Due to weather, my flight was canceled to the convention and I was unable to get rescheduled with enough time to participate in the convention. Will be attending next year.

Horizon League Meeting. June 2024. This meeting brings together FARs, Athletic Directors, Senior Women's Administrators (SWA) and representative student athletes from all of the Horizon League institutions. During the FAR breakout session, we review all potential changes in the league to make sure that the student athlete's well-being is taken into consideration. During the larger group meetings, we discuss Horizon League initiatives, communication strategies and areas for impact along with training sessions for student athlete well-being.

NCAA Regional Rules Seminar. June 2024. This meeting is usually a several day conference in person. Due to the pandemic the sessions were broken up across several different times during the summer and released as recordings to be reviewed. The conference holds meetings and trainings on NCAA rules and policies and the enforcement and application of said rules and policies.

Athletic Travel:

I had an opportunity to travel on 3 occasions with our student athletes.

Horizon League Cross Country Championships –October - Dayton, OH. I rode on the bus with the track team to the Horizon League Cross Country Championships to support our men's and women's cross-country student athletes competing in the conference meet.

Men's Volleyball – February - Charlotte, NC. I did not travel with the team, but I was in Charlotte for personal travel and attended their game with Queens University of Charlotte. I was able to meet and talk with the players before and after the match.

Women's Softball UTEP Invitational – February - El Paso, TX. While on the trip, I supervised study tables, drove the equipment vehicle to and from the softball field and the hotel and delivered food for the student athletes and coaching staff to the fields. In addition, I was able to learn about the demands on our student athletes while on an extended road trip.

NCAA Division 1 Track and Field East Regionals – May - Lexington, KY. Had dinner with our 2 student athletes that qualified as one of the top 48 in the East region the night before the championships, attended the following day to watch both of them compete and also picked up/delivered food for the athletes during the competition.

Committee Work:

The following are committees that I am a part of representing the role of FAR:

Student-Athlete Leadership Team (SALT). This meeting is held monthly. SALT has student-athlete representatives from each of the athletics teams. In the meeting they coordinate athletic and service events as well as matters of importance to student-athletes. They also discuss and seek advice on academic matters from the FAR.

Student Athlete Services (S-AS). This committee holds monthly meetings to coordinate student-athlete issues and includes representatives from the Mastodon Academic Performance Center, The Registrar's Office, Financial Aid, and the Compliance office.

Compliance Committee. This committee meets three times per year. The committee is composed of representatives from different areas of campus that affect student athletes (Chancellor, Registrar, Bursar, Compliance, Athletics, Student Affairs, Financial Aid, Institutional Equity, Office of Student Conduct and Care, etc.). The group coordinates to make sure there are no compliance issues with student athletes.

Faculty Senate Mastodon Athletics Advisory Sub-Committee (MAAS). I am the chair of this committee. The committee is a sub-committee of the Faculty Senate Student Affairs Sub-Committee. This committee met once each semester. Its purpose can be found in the Senate Bylaws section 5.3.4.3.2.

Mastodon Athletics Advisory Board. I serve as a member of the Athletics Advisory Board. This committee meets twice per semester and is primarily composed of community members that are supportive of athletics.

Mastodon Athletics DEI Committee. This committee meets every month to review policies to make sure that we are in compliance with all DEI requirements and plan events to promote DEI awareness within Mastodon Athletics. In addition, we coordinated multiple events to bring awareness to DEI such as sponsoring PRIDE games with women's softball and men's volleyball and baseball, Martin Luther King Jr. Day of Service video, partnering with PFW DEI office with a belonging campaign. All but 1 team has participated in Safe Zone training and that team will be participating in the training this fall.

Mastodon Coaches Committee. This committee meets once each month to communicate information to all coaches about academics, budgets, academics, financial aid, compliance and equipment/facilities.

Faculty Involvement in Mastodon Athletics (FIMA). This is a committee that I created and chaired as part of my role as FAR. While I am tasked with maintaining the well-being of the student athlete, I also want to continue to increase the awareness and involvement of faculty with our athletes and athletic department. This year, the committee was able to partner with New Faculty Institute and invite all new faculty to PFW to join us for a women's soccer game at the annual Party at the Pitch. We had our first ever college night where 75 ETCS Faculty, Staff and students attended a men's basketball game. We created Don Zone training which was offered once each semester. This training provided information and rules pertaining to athletics and was presented by the athletic director, senior women's administrator, FAR, Mastodon Academic Performance Center and Compliance. The last initiative completed was Very Important Professor Nights at Men's Volleyball and Women's Basketball games. We recognized a total of 5 professors on court on behalf of 6 JR/SR athletes.

Athletic Attendance:

I attend athletic events to support our student-athletes and ensure their experience is a positive one. I tried to attend at least 1 competition for each sport this year, the only teams that I was unable to attend was Men’s Soccer in the fall and Men’s and Women’s Golf in the spring. I did attend:

Sport	Attendance
Men’s Volleyball	4 matches
Women’s Volleyball	2 matches
Women’s Basketball	4 games
Men’s Basketball	8 games
Women’s Soccer	1 match
Men’s Soccer	Did not attend
Men’s & Women’s Cross Country	1 race
Men’s & Women’s Track & Field	1 invitational & NCAA Regionals
Men’s Baseball	3 games
Women’s Softball	5 games
Men’s Golf	Did not attend
Women’s Golf	Did not attend

Student Athletes:

There are several situations where I work directly with student-athletes. To protect their anonymity, I will use generalities and avoid names.

Student-Athlete Missed Class Worksheets. These worksheets are given to student-athletes at the beginning of each semester. The worksheets have the days of class that the student will have to miss for athletic events that are officially sanctioned by the university. The student-athletes work with the faculty member to come to an agreement and the faculty member signs the form. If there is a complication with a worksheet, or if faculty have concerns about the days the student athlete may miss, I am called on to mediate between the faculty member and the student-athlete regarding what can and cannot be missed as well as how it can be made-up. My goal is to help both parties arrive at a solution that is acceptable for both while protecting the academic integrity of the course and the students learning. This year there were 2 incidents that I was involved in mediating and we were able to come to an agreeable solution by delaying a travel time and allowing a student to Zoom into the classroom while traveling. Overall, the majority of faculty work with the student athletes and are willing to help them compete and do well academically.

Advising. The student athletes have academic advisors in athletics as well as in their major areas so I do not directly advise them for their majors and coursework. As the FAR they occasionally come to me for advice on interacting with faculty and for career advice.

Appeals. If a student-athlete has a conflict with a coach or someone in the athletic department and wishes to appeal a decision that has been made, a committee is formed with members from the Athletics Advisory Sub-committee. There were no appeals this academic year.

Compliance Department:

The compliance department serves to ensure that all NCAA and legal rules are followed by the athletics department and that student-athletes stay within the rules to stay academically eligible. If there are violations the compliance department reports them and works through any consequences. Whenever there is a violation of NCAA rules and policies, I am required to review the case and sign off on any actions or consequences of the violation. This year there were 5 minor violations, and no major violations this year.

Academic Eligibility Certification:

Three times per year, the Certification Team (Compliance, Registrar, Mastodon Academic Performance Center, and FAR) are required to certify that student athletes did or did not maintain their athletic eligibility. This is determined by the academic progress rate, where each student-athlete is required to hit certain progress towards their degree and GPA requirements each semester. After the fall and spring semesters, we meet together for **two to three full days** and after summer **one to two full days** to review the academic record of each student athlete, their grades from that semester and certify that they have met the progress requirements and are eligible to play their sport. Each student must be certified individually ensuring that all of their coursework from that semester has been accounted for. With over 280 student athletes this is an intensive process.

Athletics Department:

I meet regularly with the Athletic Director, Kelley Hartley Hutton, to consult on academic issues and ensure that there is a faculty voice in athletics decisions. The Athletic Director is very open to input and actively seeks ways to improve communication between athletics and academics.

I also have the opportunity to work with the coaches of the different teams. I have met with some coaches on a one-on-one basis to answer questions or address any issues that they may have. All of the coaches that I have met with actively promote academic excellence on their teams.

I also work closely with the Mastodon Academic Performance Center (MAP). This year, I established office hours 2 days a week in the Study Tables room. These on-site hours make me available to student-athletes who have questions, but also allow me time to discuss issues with the academic advisors. I am notified of any academic problems or challenges with student-athletes. As FAR I work to make sure that university academic policies are being followed and that advising policies are in the best academic interests of the students. The MAP advisors are very open to my comments and actively seek my input for policies and procedures as well as day to day issues.

As part of the process of monitoring eligibility, each day I (as well as the advisors in MAP and Compliance) receive a report of the enrollment and status of student-athletes to ensure that student-athletes are enrolled full time. I worked with the advisors, compliance and Sam Pray to revise this report to further refine it so that it was accurately

reporting those students who are below full time (12 credit hours). Reasons why a student would be below full time would be the last semester of their degree program or they are a graduate student.

I was invited to participate in the hiring process for an advisor for the MAP center this year. I participated in the interview process and gave feedback on the candidates.

The NCAA selected our Men's and Women's Soccer teams to participate in a survey on student athlete experiences with social media and gambling. I worked with both coaches to determine a time for their team to take the survey, administered the survey and then sent the survey back to the NCAA. The survey was anonymous with no identifiable information about any of our athletes. This data will be collected, analyzed and used to protect and improve student-athlete experiences.

I also participated in multiple events within the Athletics this year. At the beginning of the Fall semester, I participated in the 3 mandatory student athlete meetings to go over policies and rules. I presented the role of the FAR and talked with the student athletes about the dangers of using AI for cheating and plagiarism. I attended the academic recognition dinner in both the fall and spring semesters that recognized our student athletes who had above a 3.2 GPA in the previous semester. In the Spring, I presented the Men's Golf and Women's Basketball teams with the awards for the highest team GPAs in the department during a Men's Volleyball game. At the end of the Spring semester, I attended the Mastys which is the student athlete awards ceremony and I was asked to give the closing remarks at the Student Athlete Stole ceremony. In addition, I attended the Men's Basketball Kickoff Luncheon and the Men's Basketball Casino Night fundraiser.

I have the opportunity to work with the Mastodon coaches by meeting with some coaches on a one-on-one basis to answer questions or address any issues that they may have. All of the coaches that I have met with actively promote academic excellence on their teams.

Part of my duties include being made aware of any concussions. I am notified by the athletic trainers when the concussion is diagnosed and when the student athlete is cleared to return to academics and athletics. Office of Student Conduct and Care, ensure that faculty in the classes of the affected student-athlete are aware of the injury and of the status of the student. In all existing cases, protocols were followed and the student-athlete was not allowed to compete until completely cleared by the proper medical professional.

Chancellor:

I meet the Chancellor at least once per semester to discuss the academic progress of student-athletes and give input/answer questions on issues that affect athletics and academics. I also worked with the Chancellor to collect data and write the Chancellor's Report on Athletics which is presented to Senate in late Fall. This year the Chancellor was unavailable to present the report and I presented it to the Faculty Senate.

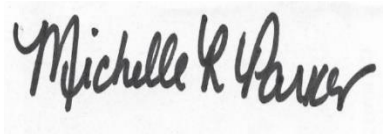
Horizon League:

As a member of the Horizon League there are several duties and functions performed by the FAR. At the end of each of the 14 sport's seasons, the FAR's of the league are sent the names and dossiers of the nominees for academic all-conference awards within that sport. We are required to read over each dossier (about 20-24 athletes per sport) and then vote on those that we feel based on their academic and athletic performance deserve that honor.

In the Spring, I am expected to select 1 female and 1 male senior student athlete for nomination from PFW to the Horizon League Post Graduate Scholarship. I send out the scholarship information to our qualified student athletes,

vet the submission and select our PFW male and female nomination and forward their application packet to the Horizon League. The Horizon League sends all FARs the application packets for each nominee from each school. Using a rubric, we evaluate each athlete based on their achievements in academics, athletics, service and leadership and submit our evaluations which are then compiled and 1 female and 1 male athlete scholarship winner is announced by the Horizon League.

The Horizon League FAR's hold a video conference once per month to meet and discuss legislative and procedural issues. I read the prepared documents and policies and attended and participate in these meetings. I was elected to serve as Vice-Chair of the Horizon League FAR committee for a 2 year term from Fall 2024-Summer 2026 and then will serve a 2 year term as Chair from Fall 2026 – Summer 2028. I have worked with my fellow FARs on sharing our Don Zone training as they felt it would be beneficial on their campuses as well. I have been working with all of the FARs in updating the Horizon League document from 2019 on Excused Absence Policies within the league.

A handwritten signature in black ink that reads "Michelle R. Parker". The signature is written in a cursive style and is centered within a light gray rectangular box.

Michelle R. Parker

Associate Professor of Practice in Information Technology

Faculty Athletic Representative

Purdue University Fort Wayne

MEMORANDUM OF RESOLUTION

TO: Fort Wayne Senate

FROM: C. Gurgur
Executive Committee

DATE: October 25, 2024

SUBJ: Approval of Replacement Members of the Educational Policy Committee, Nominations and Elections Committee, and Honors Program Subcommittee

WHEREAS, The Bylaws of the Senate provide (I.B.3.2.2.) that “Committees shall have the power to fill vacancies for the remainder of an academic year, subject to Senate approval at its next regular meeting and to the guidelines established in this document (see subsections 3.1.1 and 4.1)”; and

WHEREAS, There is one vacancy on the Educational Policy Committee; and

WHEREAS, The Educational Policy Committee has appointed Sherrie Steiner as the replacement member for the remainder of the 2024-25 academic year; and

WHEREAS, There is one vacancy on the Nominations and Elections Committee; and

WHEREAS, The Nominations and Elections Committee has appointed Daryoush Tahmassebi as the replacement member for the remainder of the 2024-25 academic year;

WHEREAS, There is one vacancy on the Honors Program Subcommittee; and

WHEREAS, The Honors Program Subcommittee has appointed Heather Tierney as the replacement member for the remainder of the 2024-25 academic year;

BE IT RESOLVED, That the Senate approve these appointments.

Approved	Opposed	Abstention	Absent	Non-Voting
K. Barker				C. Ortsey
B. Buldt				
C. Gurgur				
J. Johns				
J. McHann				
J. Nowak				
L. Roberts				

Question Time

To the members of the Programs Subcommittee:

Could you provide a report to the Senate on the progress and status of implementation of SD 23-5: Revision of General Education Program? There have been rumors of difficulties, challenges and pressures from various parties (both on and off campus) regarding the program. To dispel rumor and establish fact, it would be helpful to have an update provided to the full Senate about how the Programs subcommittee is carrying out the charge that the Senate has given to the subcommittee.

S. Buttes

MEMORANDUM

TO: 2023-2024 Senate Executive Committee
 FROM: Teri Hogg
 Chair, Curriculum Subcommittee
 DATE: October 1, 2024
 SUBJECT: Minor in Finance

The Curriculum Subcommittee reviewed and supported the proposal from the Doermer School of Business for a new minor in Finance in the Department of Economics & Finance. We find that the proposal requires no Senate review.

Thank you for the opportunity to review this new concentration.

Approved	Opposed	Absent	Non-Voting
Steve Carr Chris Huang Alan Legg Lee Roberts Emily Tock		Teri Hogg	Nurgul Altalieva Carl Drummond Abraham Schwab Terri Swim

Degree/Certificate/Major/Minor/Concentration Cover Sheet

Date:

Institution: Purdue

Campus: Fort Wayne

School or College:

Department:

Location: 80% or more online: Yes No

County:

Type:

Program name:

Graduate/Undergraduate:

Degree Code:

Brief Description:

Rationale for new or terminated program:

CIP Code:

Name of Person who Submitted Proposal:

Contact Information (phone or email):



Undergraduate Academic Program Memo

Date: 1/30/24

From: Zafar Nazarov, Interim Chair of Department of Economics and Finance

To: Terri Swim, Associate Vice Chancellor for Academic Programs

Re: Minor in Finance (non-Business majors)

Brief description of the program:

The objective of this minor is to enhance the educational credentials of PFW students by preparing them to be more competitive for local and national labor market opportunities that utilize knowledge of the basic principles of corporate finance, financial management, and financial statement analysis. The elective courses aim to enhance students' understanding of the local and national banking sector and the issues related to international finance.

Brief rationale for program request:

Finance and Insurance is one of the fastest growing industries of Northeast Indiana. The industry is represented by various smaller sectors generating many employment opportunities that can be matched with PFW students. Directly, PFW students with credentials in Finance can find numerous entry-level positions in retail and commercial banking, investment banking, insurance, financial advising, brokerage firms, etc. Recently, the economy of Northeast Indiana has experienced a growth in private equity and venture capital firms. The healthcare and manufacturing industries that have significant footprints in the area have also recently increased their demands for specialists with basic knowledge in corporate finance, financial management and financial statement analysis.

CIP Code:

For completion by Office of Academic Affairs

DocuSigned by: Zafar Nazarov <small>2145422BB0024E8...</small>	8/13/2024
<i>Department Chair Signature</i>	<i>Date</i>
Signed by: Nodir Adilov <small>641058873A524AC...</small>	8/13/2024
<i>School Dean Signature</i>	<i>Date</i>
DocuSigned by: Carl Drummond <small>27109142004745C...</small>	8/13/2024
<i>Vice Chancellor for Academic Affairs Signature</i>	<i>Date</i>

PLEASE NOTE: The Office of Academic Affairs will collect electronic signatures from the Chair, Dean, and Vice Chancellor for Academic Affairs after the form has been filled out and submitted to the Associate Vice Chancellor for Academic Programs with the rest of the program proposal.

PFW
Request for a New UG Minor

Proposed Title of Minor: **Finance (for non-Business majors)**

College/School and Department Offering the Minor: **Doermer School of Business, Department of Economics and Finance**

Projected Date of Implementation: **Spring 2025**

- I. Brief Description of Minor: *This may be published in the Catalog. A brief explanation of what the student will experience and/or learn; no more than 2-3 sentences.*

The objective of this minor is to enhance the educational credentials of PFW students outside of the Doermer School of Business by preparing them to be more competitive for local and national labor market opportunities that utilize knowledge of the basic principles of corporate finance, financial management, and financial statement analysis. The elective courses aim to enhance students' understanding of the local and national banking sector and issues related to international finance.

- II. Why is this minor needed? *Rationale, including market research and/or survey results.*

Finance and Insurance is one of the fastest growing industries of Northeast Indiana. The industry is represented by various smaller sectors generating many employment opportunities that can be matched with PFW students. Directly, PFW students with credentials in Finance can find numerous entry-level positions in retail and commercial banking, investment banking, insurance, financial advising, brokerage firms, etc. Recently, the economy of Northeast Indiana has experienced a growth in private equity and venture capital firms. The healthcare and manufacturing industries that have significant footprints in the area have also recently increased their demands for specialists with basic knowledge in corporate finance, financial management and financial statement analysis. Based on Bureau of Labor statistics, the list of occupations that directly related to finance is becoming more and more extensive and includes today such occupations as accountant & auditor, budget analyst, claim adjuster, compensation & benefit specialist, cost estimator, financial examiner, insurance underwriter, and many other occupations that offer above the average compensations. Most of these occupations are either directly represented or grouped with other occupations. such as financial specialists, financial examiners or financial and investment analysts. ONET projections list them as Bright Outlooks due to growth being faster than the average occupational group; these occupations are expected to have more than 10% growth annually in Indiana. In another example, the job search platform ZipRecruiter lists more than 500 open vacancies in Indiana for the occupational group that is coded 13-2099.00-financial specialists, others.

The goal of this minor is to fill the void in the shortage of qualified workforce using the internal labor resources of the region.

- III. **Prospective Curriculum:** *Please create a plan of study for the degree. If new courses are being created, all course proposals must be completed in order to add to this block.*

The proposed curriculum map (the more detailed version is in Appendix A) includes:

Prerequisite courses

MA 15300 – College Algebra or higher required. (3 credits)

One of the following:

ECON 27000 – Introduction to Statistical Theory in Business and Economics, STAT 51100 – Statistical Methods, or STAT 51600 – Basic Probability and Applications (3 credits)

Two foundational courses

BUS 20100 – Introduction to Financial Accounting (3 credits)

BUS 20200 – Introduction to Managerial Accounting (3 credits)

Four upper-level courses in Finance

Three mandatory courses

BUS 30100 – Financial Management (3 cr)

BUS 30500 – Intermediate Corporate Finance (3 cr)

BUS 31000 – Financial Statement Analysis – Finance Perspective (3 cr)

One elective course (student chooses one course)

BUS 34500 – Money, Banking, and Capital Markets (3 cr)

BUS 45400 – Current Topics in Banking (3 cr)

- IV. **Credits required**

A successful student must obtain 18 credits to satisfy the minor requirements in Finance: six (6) credits in foundational courses and twelve (12) credits in upper level courses (i.e., nine [9] required credits and three [3] elective credits).

- V. List all specific **program completion** requirements, including courses, minimum course GPA, minimum overall GPA, number of credits completed in residence, maximum time allowed from the completion of the first course, how many courses can be applied to another certificate or program of study, etc.

The program completion requirements are intended to be the same as for any degree, minor, or certificate program offered by the Department of Economics and Finance. Students should maintain at least a C- in foundational and upper-level courses to satisfy the requirements of the minor program. The minimum GPA is 2.0 with at least 12 of the required 18 credits completed at PFW. The maximum time allowed from the completion of the first course to satisfy all program requirements is 8 years.

- VI. Describe student population to be served and summarize the benefits to them, including focus and/or career relevance.

Any degree seeking student majoring in any field of study can expand their educational choices and seek this new minor in Finance. Currently, we offer a minor in Finance strictly to students that pursue one of the majors offered by DSB. By offering this new opportunity to PFW students, we are reducing the barriers for students who want to extend their educational qualifications beyond what they study in their majors. We intend to allure a diverse group of students with different educational and professional backgrounds. The main objective of the new program is to increase the competitiveness of our students in the local labor market and nationwide. The knowledge of best practices in financial management and the ability to analyze complex financial data are listed as desired qualifications for many openings in various job search platforms. As an educational option, students might return to the MBA program and seek graduate degrees with concentration in Finance to bolster their theoretical and practical knowledge about the industry. Our MBA program offers pre-MBA courses in economics and finance for students with limited educational and industry backgrounds in the given fields. The new minor prepares non-Business majors in these fields and creates a path to the graduate program. Students with minor in Finance will be better prepared for the educational challenges of our MBA program.

- VII. How does this minor complement the institution, college, or departmental missions?

The core university's mission is to "educate and engage our students and communities by cultivating learning, discovery, and innovation in an inclusive environment." The university also pledges to provide an education of higher academic quality. This new minor satisfies both statements. It welcomes a diverse group of students to enhance their knowledge about the rapidly growing industry with the highest returns on educational investment. Since the current Department of Economics and Finance faculty is a blend of industry and academia, this effort must result in higher academic quality and improved choices for non-Business majors. We can apply the same logic of the direct relevance of the new minor to DSB's mission: "to provide quality business education to meet the higher education needs of northeast Indiana." Finally, our department's mission is to increase the number of students that are directly exposed to the department's and school's course offerings, and the new minor, in collaboration with our industry partners, should assist in the given main mission.

- VIII. Describe any relationship to existing programs within the university.

The Department of Economics and Finance offers three majors: Economics, Finance, and Money & Banking. The major in Economics is available for students enrolled in the DSB program and the College of Liberal Arts. Furthermore, our department offers two minors in Economics and Finance for business students and a number of certificates. The new minor will have a direct relationship to all existing programs offered by our department. Besides that, we anticipate that the new minor will allow the department's current offerings to be mapped to offerings of Actuarial Science, Political Science, and Engineering programs. That should encourage some curriculum exchanges among various programs.

- IX. List and indicate the resources required to implement the proposed minor. Indicate sources (e.g., reallocations or any new resources such as personnel, library holdings, equipment, etc.). *

At the present moment, the Department of Economics and Finance doesn't intend to request any new faculty line to address the possible increase in demand for foundational, upper-level or elective courses in Finance. All the courses listed in the curriculum map have been developed and successfully offered for students of majors in Finance and Money and Banking or minor in Finance for business students. This year, our department received one visiting faculty line as a response to the change in the leadership structure of the department and school. This new line will be strategically used to hire a faculty who can teach both Economics and Finance courses. Thus, if the scale of the minor increases in the future, the department will have the ability to cover the needs for more Finance courses. No special equipment or library holdings will be required to start the new minor.

- X. Describe any innovative features of the program (e.g., involvement with local or regional agencies, or offices, cooperative efforts with other institutions, etc.).

Finance because of continuous innovations in financial engineering and an on-going adoption of new innovative products is highly innovative sector of economy. The perpetual development of financial products require faculty teaching the topics related to corporate investment, financial and risk management to learn innovative ways of delivering materials. The department will seek every opportunity to incorporate some innovative features of teaching into the minor program offerings. Our department intends to identify and adopt various innovative pedagogical features that include but are not limited to teaching with simulations & forecasting and teaching with real-world cases. The department also foresees possible cooperative efforts with the local banking sector to increase internship opportunities for the students pursuing this minor.

- XI. A Liaison Library Memo

Attached.

Liaison Librarian Memo

Date: February 2, 2024

From: s.g. maldonado-velez

To: Zafar Nazarov

Re: Finance for Non-Business Students Minor

Describe availability of library resources to support proposed new program:

Helmke Library subscribes to over 400 databases and online resources in all subject areas, including those appropriate to this program, such as business, economics, and finance. Through these resources, students can access journals, magazines, newspapers, and various electronic materials covering topics such as the evolving financial market, accounting, and banking, which would be relevant to this degree. The library continuously updates its physical resources of books and media to maintain a current and useful collection. Materials not available within the library can be requested through Document Delivery and interlibrary loan.

Comments:

Since this program will use only existing courses and faculty, I anticipate that the current resources provided by the library will be sufficient to support this degree. While we do have access to a few introductory financial sources, I will evaluate the need to add more to our collection as this program gets started. In addition to physical material acquisition, library subscription costs continue to rise. If the library's budget does not increase to match those costs, some resources, including those relevant to this program, may need to be cut in the future. Any materials, print or subscription, that the library would be unable to provide through its resources would increase document delivery and interlibrary loan use and associated costs.

s.g. maldonado-velez

2/2/24

Liaison Librarian Signature

Date

Please email academic_program@pfw.edu with questions about this form.
Send signed original to Associate Vice-Chancellor for Academic Programs
Kettler Hall, Room 174

Minor in Finance (for non-Business majors)

MINOR COURSES
<p>Prerequisite course – 6 credit hours (do not count in minor total)</p> <ol style="list-style-type: none"> 1. MA 15300 – College Algebra or higher required. 2. ECON 27000 – Introduction to Statistical Theory in Business and Economics, STAT 51100 – Statistical Methods, <i>or</i> STAT 51600 – Basic Probability and Applications
<p>Foundational courses – 6 credit hours</p> <ol style="list-style-type: none"> 1. BUS 20100 – Introduction to Financial Accounting (3 cr) 2. BUS 20200 – Introduction to Managerial Accounting (3 cr)
<p>Upper-level courses – 12 credit hours</p> <ol style="list-style-type: none"> 3. BUS 30100 – Financial Management (3 cr) 4. BUS 30500 – Intermediate Corporate Finance (3 cr) 5. BUS 31000 – Financial Statement Analysis – Finance Perspective (3 cr) 6. <u>Pick one</u> BUS 34500 – Money, Banking, and Capital Markets (3 cr) BUS 45400 – Current Topics in Banking (3 cr)
<p>Total – 18 credit hours (At least 12 of the required 18 credits should be taken at PFW)</p>

Notes:

1. Students must complete at least 12 of the required 18 credits at Purdue Fort Wayne to be eligible to receive the minor.

Course Descriptions

BUS 20100 - Introduction To Financial Accounting

Introduction to concepts and issues of financial reporting for business entities; analysis and recording for business entities. Required for business majors and others who expect to take more than one semester of accounting.

Preparation for Course

P: Sophomore Class Standing or consent of instructor.

Cr. 3.

Notes: Indiana Core Transfer Library course.

BUS 20200 - Introduction To Managerial Accounting

Introduction to concepts and issues of management accounting; budgeting, variance analysis, cost determination, and standard costs.

Preparation for Course

P: BUS 20100 with grade of C- or better.

Cr. 3.

Notes: Required for all business majors. Indiana Core Transfer Library course.

BUS 30100 - Financial Management

An overview of the essentials of corporate finance needed to compete effectively in an increasingly global environment. Topics include time value of money, forecasting, stock and bond analysis, project analysis, cost of capital, short-term asset analysis, global financial markets, and ethical considerations.

Preparation for Course

P: MA 15300, "College Algebra" or higher and (BUS 20200 or MA 27300, Introduction to Financial Mathematics). P or C: ECON 27000, Intro to Statistical Theory or STAT 51100, Statistical Methods or STAT 51600, Basic Probability and Applications.

Cr. 3.

Notes: Enrollment in business (BUS) courses numbered 30100 and above is restricted to students who meet established criteria: business majors who have met the pre-business requirements and been admitted into one of the business majors; or students that have declared other pre-approved programs or minors which require particular business courses, and completed all course prerequisites; or students that have obtained written permission from the department through which the course is offered.

BUS 30500 - Intermediate Corporate Finance

Provides a rigorous treatment of the core concepts of corporate finance. Covers capital budgeting, the valuation of firms, capital structure choices and payout policies. Makes extensive use of spreadsheet modeling to implement financial valuation models. Serves as a foundation for all 40000-level finance electives.

Preparation for Course

P: BUS 30100 with grade of C- or better.

Cr. 3.

Notes: Enrollment in business (BUS) courses numbered 30100 and above is restricted to students who meet established criteria: business majors who have met the pre-business requirements and been admitted into one of the business majors; or students that have declared other pre-approved programs or minors which require particular business courses, and completed all course prerequisites; or students that have obtained written permission from the department through which the course is offered.

BUS 31000 - Financial Statement Analysis - Finance Perspective

Analysis of financial statements to provide basis from which informed decisions concerning investments, financing opportunities, and appropriate financing instruments can be made.

Preparation for Course

P or C: BUS 30100 with grade of C- or better.

Cr. 3.

Notes: Enrollment in business (BUS) courses numbered 30100 and above is restricted to students who meet established criteria: business majors who have met the pre-business requirements and been admitted into one of the business majors; or students that have declared other pre-approved programs or minors which require particular business courses, and completed all course prerequisites; or students that have obtained written permission from the department through which the course is offered.

BUS 34500 - Money, Banking and Capital Market

An analysis of the interrelated financial systems of central banks, private banks, and other sources and users of financial capital. Theoretical, empirical, policy, and institutional issues are analyzed using economics and finance. Topics include the theory of money demand and supply, monetary policy and central banks, interest rate determination, financial intermediaries, and international financial markets.

Preparation for Course

P: BUS 30100 with grade of C- or better.

Cr. 3.

Notes: Enrollment in business (BUS) courses numbered 30100 and above is restricted to students who meet established criteria: business majors who have met the pre-business requirements and been admitted into one of the business majors; or students that have declared other pre-approved programs or minors which require particular business

courses, and completed all course prerequisites; or students that have obtained written permission from the department through which the course is offered.

BUS 45400 - Current Topics In Banking

Understand, examine, and analyze banks and other financial institutions in their current operating environment through the use of case studies and other materials. Focus on regulations, economic factors, and bank consumer issue and operations.

Preparation for Course

P: BUS 30100 with grade of C- or better.

Cr. 3.

Notes: Enrollment in business (BUS) courses numbered 30100 and above is restricted to students who meet established criteria: business majors who have met the pre-business requirements and been admitted into one of the business majors; or students that have declared other pre-approved programs or minors which require particular business courses, and completed all course prerequisites; or students that have obtained written permission from the department through which the course is offered.

MEMORANDUM

TO: James McHann, Chair
University Resources Advisory Committee

FROM: Cigdem Gurgur, Chair
Senate Executive Committee

DATE: 10/02/2024

SUBJ: Charge to University Resources Advisory Committee Concerning Daycare at PFW

Brief Background. Although this issue has evolved considerably since this date, on August 26, 2024, a PFW faculty member concerned about the contents of the email attached to this charge brought it to the Executive Committee's attention. Based upon the contents of Bylaws Section II.A.2.2.1., this faculty member specifically requested that a Senate committee investigate the following matters connected to this message:

- 1) the circumstances under which this decision was made, including any research or consultation with interested parties that took place;
- 2) the evidence that was used to justify this decision; and
- 3) any concrete and definite plans that the university has to replace the services for faculty, staff and students that are currently being withdrawn.

Given URAC's charge (which is based on a delegated power given to faculty by Section A.405.j. of [Purdue's document on this subject](#)) to make formal recommendations concerning "the planning, maintenance, and optimal utilization of existing or prospective physical facilities" (Bylaws IV.A.2.2.2.), the fact that [The Learning Community](#) (TLC) is currently housed in a building owned by the [Purdue Fort Wayne Foundation](#) (an entity whose sole purpose is to invest in PFW), and the former URPC's long history of engaging with daycare issues on (I)PFW's campus, the Executive Committee has decided that URAC would be the logical choice to look into the issues raised by this faculty member's request.

The actual charge(s) incl. due dates and deliverables. Therefore, the Executive Committee requests that URAC conduct as thorough of a fact-finding operation as possible concerning these matters and produce a report summarizing its findings. This report should be prefaced with a brief history of childcare policy at (I)PFW to contextualize the current controversy surrounding The Learning Community and, given that TLC may not be the university's childcare provider in the future, conclude with recommendations about what childcare policies PFW should pursue going forward. The Executive Committee strongly recommends that URAC consult with current and retired faculty members who have engaged with the issue of daycare on campus, current and former users of The Learning Community's services, and the leadership of TLC to simplify their fact-finding task.

Additionally, the Executive Committee fervently suggests that URAC coordinate its endeavors with parallel work being done on this issue by APSAC and CSSAC to reduce wasteful duplication of effort; URAC should also consult with interested members of the administration to ensure that their perspectives are fully taken into account. Since this issue is highly time-sensitive, the Executive Committee requests that this report be made available on or before the January 2025 Senate document deadline (December 9, 2024) to discuss it at that Senate meeting.

Please do not hesitate to contact the Executive Committee with any concerns about this charge.

Approved

K. Barker
B. Buldt
C. Gurgur
J. Johns
J. McHann
J. Nowak
L. Roberts

Opposed

Abstention

Absent

Non-Voting

C. Ortsey

From: Glen Nakata <gnekata@pfw.edu>

Sent: Friday, August 23, 2024 11:49

To: Glen Nakata <gnekata@pfw.edu>

Subject: The Learning Community

Dear PFW Parents,

We have some important information to share with you regarding The Learning Community. The building and property where TLC is located is owned by the Purdue Fort Wayne Foundation and operated by the university. It is provided to TLC, along with several key services such as full facility maintenance, at no charge to TLC. We are pleased to have been able to offer this substantial benefit to TLC and its clients for well over a decade.

Unfortunately, the building, which opened in 1989, is in need of frequent repairs annually to meet code requirements and major renovations to ensure its long-term viability. With no revenue generated from that location, these necessary expenses have become cost-prohibitive and the PFW Foundation is exploring options for the property. The current agreement with TLC ends in December, but we will be extending that arrangement through the end of the current 2024-25 academic year in May.

The spring date was chosen in order to provide time for the foundation to find an acceptable option for the site, which ideally would include a child care provider. It also provides TLC a five-month extension to its current service agreement, which was set to expire Dec. 31. This information was communicated to TLC today.

We can assure you members of university and foundation leadership are working diligently to find viable options for the site.

We understand that any change of this nature, regardless of the advance notice provided, can present significant stress for you and your family. We will provide updates as they become available and, in the weeks ahead, will provide resources and support accordingly.

Glen Nakata

Vice Chancellor for Financial and Administrative Affairs

Purdue University Fort Wayne

Email: gnakata@pfw.edu

MEMORANDUM

TO: Amal Khalifa, Chair
Faculty Affairs Committee

FROM: Cigdem Z. Gurgur, Chair
Senate Executive Committee

DATE: 10/16/2024

SUBJ: Charge to Formulate a Formal Recommendation on Director of Graduate Studies

The revised Bylaws codify the status quo and therefore mandate that the Director of Graduate Studies is a member of the Voting Faculty. Abe Schwab is no longer a Voting Faculty and therefore, he is in violation of the Bylaws continuing to serve as the Director.

The working group responsible for the revised Bylaws denied Abe’s request to amend the Bylaws “on the fly” since they concluded that making such a change would go beyond a simple amendment but rather amount to a policy change, namely, a policy on who is eligible to serve as the Director. While the current policy is probably just precedent, Section VI.B.4.b of the Constitution (and therefore the Purdue Board of Trustees) states that the Faculty has the power to make a formal recommendation, that is, to present its judgment in writing, before the University reaches a decision concerning “the screening and selecting of academic or administrative officers.”

We therefore are charging FAC with developing such a written policy recommendation. We think that it should address obvious questions such as academic rank (tenured, yes/no), qualifications (has served as graduate faculty, yes/no), AY or FY appointment, FTE workload assignment, selection procedure (e.g., should Faculty produce a slate of candidates from whom to pick), period upward review cycle (yes/no), etc. And while we trust your judgment on this, we believe that the directors of all graduate programs at our University should be among those consulted. In light of its recommendation, FAC may also propose changes to the Bylaws.

It would be desirable to have the recommendation in time for the meeting of Senate in December 2024. As such, your written policy recommendation must reach us by Friday, November 15, the December Senate document deadline. The recommendation is meant to strengthen shared governance (as spelled out in the Constitution, Section VI.A), but is in no way intended to infringe on the right of the Chief Academic Officer to appoint the Director. So, we encourage FAC to work in close cooperation with OAA.

Approved

Kristin Barker
Bernd Buldt
Cigdem Gurgur
Jay Johns
James McHann
Jeffrey Nowak
Lee Roberts

Non-Voting

Craig Ortsey

TO: Chancellor Elsenbaumer and the Cabinet

FROM: Dr. Cigdem Z. Gurgur
Chair, Executive Committee
Presiding Officer, Purdue Fort Wayne Faculty Senate

DATE: 09/26/2024

SUBJ: Statement on Senate Questions

The Executive Committee agrees that a written response to questions gives you the opportunity to provide a more complete and thoughtful response, including more data and information than time allows in Senate meetings. Senators can read your response before the meeting. Then, during Question Time, a few follow-on questions may help faculty gain a better understanding. We anticipate that the written format will generate a more thoughtful response and fruitful conversation during the usual Q&A time in Senate meetings. Answers to questions submitted for the April meeting will need to be received in time for the April meeting since we will be at the end of an academic year.

The Executive Committee supports that a written response to questions can be beneficial for several reasons: it gives the administration the opportunity to provide more comprehensive answers; it saves valuable meeting time; it allows for better-informed follow-up questions. It is, however, against the current Bylaws for written responses not to be received in time for distribution with all other meeting documents. The Executive Committee sees two options going forward and is soliciting your feedback on them.

Option 1. The Executive Committee will forward questions to the administration promptly as they are received, thus giving the administration more time to draft their responses, which will then be received in time for distribution along with all other meetings documents. We believe this to be the only option we have for questions that are submitted for the April meeting.

Option 2. The Executive Committee will amend the Bylaws to allow the administration to submit their responses for inclusion to the next Senate meeting. (Except for the April meeting; see above.)

The Executive Committee has no intention to remove Question Time from the agenda. Two-way communication between the administration and Faculty Senate is a critically important element of shared governance and should not be given up lightly. We therefore consider it indispensable and very crucial that a representative of the administration is always be available for follow-up questions during the Question Time.

Please, let us know what you think. Given Faculty's concerns about the change and a more drastic resolution on this matter already before the Executive Committee, we would appreciate hearing from you at your earliest convenience, preferably by the EOB, Monday, September 30.

We will finalize the October 14th Senate agenda soon. Therefore, it is essential we receive your response and cooperation timely.