

FORT WAYNE SENATE AGENDA  
MONDAY  
September 9, 2024  
12:00 P.M., KT G46

1. Call to order
2. Approval of the minutes of April 15 and April 22
3. Acceptance of the agenda – J. Nowak
4. Reports of the Faculty Chairs
  - a. Past Chair (UPC Representative) – B. Buldt
  - b. Chair (Presiding Officer) Report on Senate Documents, SR 24-1 – C. Gurgur
  - c. Chair-Elect (IFC Representative) – J. Nowak
5. Special business of the day
  - a. Presentation of Robert’s Rules – C. Ortsey
6. Unfinished business
7. Committee reports requiring action
  - a. Report to Fort Wayne Senate Regarding Summer Changes to the Organization, SD 24-1 – EC, J. Nowak (for discussion)
  - b. Reinstatement of the French Program, SD 24-2 – EC, J. Nowak (for discussion)
  - c. Elimination of Language Programs, SD 24-3 – EC, J. Nowak (for discussion)
8. New business
9. Question time
  - a. RE: EV Charging Stations, SR 24-6 – J. Mbuba
  - b. RE: Academic Program Review Guidelines, SR 24-7 – S. Carr
  - c. RE: The Learning Community, SR 24-8 – C. Ortsey and S. LaVere
10. Committee reports “for information only”
  - a. Certificate in Cyber Security, SR 24-2 – CS, L. Roberts
  - b. Concentration in Cyber Security, SR 24-3 – CS, L. Roberts
  - c. Minor in Cyber Security, SR 24-4 – CS, L. Roberts
  - d. Student Affairs Committee Year-End Report 2023-2024, SR 24-5 – SAC, S. Buttes
11. The general good and welfare of the University
12. Adjournment\*

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

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

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Attachments:

- “Report on Senate Documents” (SR No. 24-1)
- “Report to Fort Wayne Senate Regarding Summer Changes to the Organization” (SD 24-1)
- “Reinstatement of the French Program” (SD 24-2)
- “Elimination of Language Programs” (SD 24-3)
- “Question Time – re: EV Charging Stations” (SR No. 24-6)
- “Question Time – re: Academic Program Review Guidelines” (SR No. 24-7)
- “Question Time – re: (SR No. 24-8)
- “Certificate in Cyber Security” (SR No. 24-2)
- “Concentration in Cyber Security” (SR No. 24-3)
- “Minor in Cyber Security” (SR No. 24-4)
- “Student Affairs Committee Year-End Report 2023-2024” (SR No. 24-5)

## Senate Reference No. 24-1

TO: The Senate

FROM: Cigdem Gurgur, Presiding Officer  
Fort Wayne Senate

DATE: August 23, 2024

SUBJ: Report on Senate Documents

Listed below are the documents considered by the Senate this past academic year. I am distributing this for information only.

- SD 23-1 “Approval of Replacement Members of the Grade Appeals Subcommittee, Advising Subcommittee, and Graduate Subcommittee” – Approved and implemented, 10/9/23
- SD 23-2 “Persona Non Grata Determination Process” – Approved and implemented, 11/13/23
- SD 23-3 “Approval of Filling Vacancy on Mastodon Athletics Advisory Subcommittee” – Approved and implemented, 11/13/2023
- SD 23-4 “Academic Calendar for 2026-2027” – Approved, 11/13/23
- SD 23-5 “Revision of General Education Program” – Amended and approved, 1/8/24
- SD 23-6 “Approval of Rubric for Sabbatical Applications” – Approved, 1/8/24
- SD 23-7 “Amendments to the Constitution of the Fort Wayne Senate” – Amended, approved, and implemented, 11/13/24
- SD 23-8 “Updates to Countries Exempt from English Proficiency for Undergraduate Applications” – Approved, 1/8/24
- SD 23-9 “Responding to Concerns from Campus Climate Survey: Deadnaming” – Amended, approved, and implemented, 2/19/24
- SD 23-10 “Updating Academic Regulations in Regards to Artificial Intelligence (AI)” – Approved and implemented, 2/12/24

- SD 23-11 “Proposal for Revision Senate Bylaws – MAAS” – Amended and approved, 4/15/24
- SD 23-12 “Approval of Filling Vacancy on Mastodon Athletics Advisory Subcommittee” – Approved and implemented, 2/19/24
- SD 23-13 “Updating Educational Policy Committee (EPC) ByLaws to Expand Membership” – Approved, 2/19/24
- SD 23-14 “Change to Academic Regulations 9.4: Notice of Academic Probation, Dismissal, and Readmission” – Amended, approved, and implemented, 2/19/24
- SD 23-15 “Expanding Class Scheduling Options” – Approved, 2/19/24
- SD 23-16 “Indiana Senate Bill 202 to Amend the Indiana Code Concerning Higher Education” – Approved, 2/12/24
- SD 23-17 “Amendment to SD 23-7” – Approved and implemented, 2/12/24
- SD 23-18 “Change to Minimum Grade Requirement in Revised General Education Program” – Approved, 3/11/24
- SD 23-19 “Commencement Ceremony Schedule” – Approved, 4/15/24
- SD 23-20 “Recommendation on Assigned Academic Work During Scheduled Breaks” – Approved, 4/15/24
- SD 23-21 “Updating Academic Regulations 9.4: Notice of Academic Notice, Separation and Readmission” – Approved and implemented, 4/15/24
- SD 23-22 “English Language Pathway to PFW” – Approved, 4/22/24
- SD 23-23 “Clarifying Academic Regulations 5.1 and 5.2 Apply to 16-Week Courses” – Approved, 4/15/24
- SD 23-24 “Academic Calendar for 2027-2028” – Approved, 4/15/24
- SD 23-25 “Change to Academic Regulations 10.4: Graduation with Distinction” – Approved and implemented, 4/22/24
- SD 23-26 “Updating Resident Credit” – Approved and implemented, 4/22/24
- SD 23-27 “PFW Faculty Senate Position on Conflict in the Middle East” – Amended and approved, 4/22/24
- SD 23-28 “Two Updates to SD 14-36 for Campus P&T Committee” – Approved, 4/15/24

- SD 23-29      “Update to SD 19-13 for Campus P&T Committee” – Approved and implemented, 4/15/24
- SD 23-30      “Amendments to the Bylaws: Restructuring of Senate Committees and Subcommittees” – Approved and implemented, 4/15/24

**MEMORANDUM**

TO: Fort Wayne Senate  
FROM: Cigdem Gurgur, Executive Committee Chair  
Steve Carr, Voting Faculty  
DATE: 23 August 2024  
SUBJ: Report to Fort Wayne Senate Regarding Summer Changes to the Organization

**Report to Fort Wayne Senate Regarding Summer Changes to the Organization**

WHEREAS significant changes to the organizational structure of Purdue University Fort Wayne occurred right before or during Summer 2024 and which will have significant impact upon areas of primary faculty responsibility and action; and,

WHEREAS these changes included the elimination of the Office of Graduate Studies, consolidation of all Purdue University Fort Wayne information technology support under the West Lafayette campus where support for many core functions at our campus now reside, and termination of dozens of long-time loyal employees who provided vital functions for the effective operation of the institution; and,

WHEREAS these administrative choices implemented radical restructuring of the organization during the dead of summer when they would be least accountable to faculty, students, or elected representative bodies who might have acted on behalf of these constituencies; and,

WHEREAS [Senate Document SD 19-3](#) noted in 2019 “campus administration’s abrupt and unilateral decision to close College TV occurred during the summer, when Senate was not in session, and without any opportunity for the Voting Faculty, through any Governing Body, to weigh in and exercise its powers and responsibilities before the decision took place”; and,

WHEREAS in 2020 [Senate Document SD 19-26](#) called upon university administration to take reasonable steps seeking faculty input for “determinations made outside of faculty primary responsibility, including but not limited to the restructuring of non-academic units or the elimination of staff and other positions” so that it would confer “first with faculty through established channels and procedures of shared government to assess the impact of those decisions upon areas of primary faculty responsibility and action,” scheduling a special summer session of Senate if necessary; and,

WHEREAS [Senate Reference SR 21-4](#) in 2021 noted that “this summer (as in many past summers), the campus community learned about more centralization of administrative functions” only once faculty and students had returned for Fall 2020; and,

WHEREAS [Senate Reference SR 21-9](#) noted that the decision to eliminate Printing Services in 2021 was made without input from Academic Units on this campus” and that “information about the planned closure was not released to the university until the summer when most faculty were not on contract”; and,

WHEREAS [Senate Reference SR 22-27](#) found that administration only “partly complied with” Senate Document SD 19-26, still making “some decisions on its own” during Summer 2020 “that, under

SD 19-26, would require Senate action”;

BE IT RESOLVED that the Purdue University Fort Wayne Senate invite administration to present at the October meeting a detailed report outlining all administrative changes to the organizational structure immediately before and during Summer 2024, including explanations of each decision and rationales for making structural changes to the organization, for the timing of those changes, and for why those changes could not wait until appropriate Senate action in the Fall; and,

BE IT FURTHER RESOLVED that Fort Wayne Senate invite administration to submit a similar and recurring report for the agenda of every subsequent September Senate meeting, and at each first Senate meeting of the academic year present a detailed inventory of all administrative changes to organizational structure that occurred since the Senate’s preceding April meeting, including explanations of each decision and rationales for making those changes, for the timing of those changes, and for why those changes could not wait for appropriate Senate action in the Fall.

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

**MEMORANDUM**

TO: Fort Wayne Senate  
FROM: Cigdem Gurgur, Executive Committee Chair  
Steve Carr, Voting Faculty  
DATE: 23 August 2024  
SUBJ: Reinstatement of the French Program

**Reinstatement of the French Program**

WHEREAS the Office of Academic Affairs suspended the French minor in consultation with the Dean of the College of Liberal Arts and the Chair of the Department of International Language and Culture Studies; and,

WHEREAS the Vice Chancellor for Academic Affairs, the COLA Dean, and the ILCS Chair reached this decision without first consulting or even notifying ILCS faculty before announcing it publicly; and,

WHEREAS this decision occurred without proper consultation or joint effort with representative faculty bodies at either the College or University levels and through established channels of shared government; and,

WHEREAS consultation among either a few faculty handpicked by administration or administrative appointees who serve at the pleasure of administration do not meet basic standards of shared government and will not suffice for meaningful collaboration and cooperation with elected faculty bodies accountable only to the Faculty; and,

WHEREAS the Purdue University Fort Wayne Constitution of the Faculty grants primary authority and responsibility to the Faculty to review and approve curricula including changes to academic programs; and,

WHEREAS primary authority and responsibility for the curriculum and academic programs includes primary authority and responsibility for academic minors; and,

WHEREAS [COLA CD 23-09 COLA Curriculum Committee Resolution to Reinstate French Minor](#), ratified and approved by the College's representative faculty body, called for OAA to unsuspend the French as "a key portion of the COLA curriculum"; and,

BE IT RESOLVED Fort Wayne Senate calls for OAA to unsuspend the French Minor consistent with COLA CD 23-09; and,

BE IT FURTHER RESOLVED that OAA works through established channels of shared government and with relevant representative faculty bodies to effect orderly curricular changes to the French Minor and to COLA and University curricula.



**Approved**

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

**Opposed****Abstention****Absent****Non-Voting**

C. Ortsey

## MEMORANDUM

**TO:** Erik Ohlander, Chair of COLA Executive Committee  
**FROM:** Lee Roberts, Chair of COLA Curriculum Committee  
**DATE:** 4/12/2024  
**RE:** COLA Curriculum Committee Resolution to Reinstate French Minor

WHEREAS, the charge of the COLA Curriculum Committee is stated as: 9.2.2.2.1 Receive and make a recommendation of approval or nonapproval of proposals for new course offerings, new academic programs (as used in this charge, “academic programs” shall include degrees, certificates, majors, and minors), and changes in requirements for academic programs. 9.2.2.2.2 Recommend policy regarding College requirements for academic programs; and

WHEREAS, the suspension of the of the French Minor was not considered by the COLA Curriculum Committee; and

WHEREAS, the chairs of COLA departments deliberated and ranked position requests, including the French Lecturer position and made recommendations to the Dean; and

WHEREAS, the Dean of COLA ranked the French Lecturer first in order of filling; and

WHEREAS, short-term budget crises should not mean short-term personnel decisions affect COLA’s curriculum; and

WHEREAS, the Curriculum Committee and College resolved that the International Language and Culture Studies Department make sure instruction provide many options for students to fulfill the International Language Requirement; and

WHEREAS, the French Lecturer position was to include online instruction to meet the Curriculum Committee resolution, and

WHEREAS, the Proposal for the New College of Liberal Arts stated: “Our focus on international language, culture, arts and government mean we will train global citizens;” and

WHEREAS, French is the language spoken in more countries than any other language and is the official diplomatic language of the United Nations; and

WHEREAS, the curriculum of the College is controlled by the faculty;

BE IT RESOLVED, that the French Minor be unsuspending and continue to be a key portion of the COLA curriculum.

Approved

Opposed

Absent

Non-Voting

Troy Bassett  
Daniel Patten

Richard Weiner

Janet Badia (ex-officio)  
Mareitta Frye (ex-officio)

Lee Roberts, Chair  
Michael Wolf

Deb Hoile (ex-officio)  
Sue Miller (ex-officio)

## Memorandum

To: Senate  
 FROM: Cigdem Gurgur, Executive Committee Chair  
 Assem Nasr, Senate Member, Department of Communication  
 DATE: August 22, 2024  
 RE: Elimination of Language Programs

WHEREAS, the University has announced cutting the French minor in Spring 2024,

WHEREAS, non-native languages endows students with intercultural and linguistic communication strategies,

WHEREAS, acquiring a second language leverages student cultural awareness and global understanding (Hogan-Brun, 2020) among students and aptly equips them with tools to navigate an increasingly globalized world (Churkina et al., 2023; Hogan-Brun, 2020)

WHEREAS, language learning is critical to learning skills and enhancing problem-solving abilities (de Abreu et al., 2012; Costa et al., 2009; Fox et al., 2019; Shirkhani & Fahim, 2011) further affording students qualities imperative for leadership roles and essential in daily life contexts;

WHEREAS, [PFW's Strategic Plan](#):

1. States that PFW's mission is to "educate and engage our students and communities with purpose by cultivating learning, discovery, and innovation in an inclusive environment,"
2. "Champion[s] student success" (institutional aspiration),
3. Places "Students First" a top-priority core value in which the Plan attributes "Support[ing] programs and teaching pedagogies that advance student learning and success" as one of four elements to meet Expected Behaviors under the said core value.
4. Highlights "Diversity and Inclusion" as a core value that recognizes the importance of "[fostering] multicultural experiences and global engagement" as an Expected Behavior.

BE IT RESOLVED, that the Senate regards the elimination of language programs as antithetical to PFW's Strategic Plan, mission, core values, and institutional aspirations,

BE IT FURTHER RESOLVED, that the Senate recognizes that cutting language programs deprives students of essential skills and tools thereby diminishing the value of our degrees and undermining student success in their future endeavors,

BE IT FURTHER RESOLVED, that the University Administration offer meaningful and effective solutions to compensate for undercutting our education and uphold the integrity of PFW's mission and role in our community.

BE IT FURTHER RESOLVED that the University Administration pledge to work collaboratively through established channels of shared governance including representative faculty bodies to enact any changes both to the curriculum and to academic requirements, areas where faculty and not administration hold primary responsibilities.

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**Approved**

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

**Opposed****Abstention****Absent****Non-Voting**

C. Ortsey

Sources:

- de Abreu, P. M. J. E., Cruz-Santos, A., Tourinho, C. J., Martin, R., & Bialystok, E. (2012). Bilingualism Enriches the Poor: Enhanced Cognitive Control in Low-Income Minority Children. *Psychological Science*, 23(11), 1364–1371. <https://doi.org/10.1177/0956797612443836>
- Churkina, O., Nazareno, L., & Zullo, M. (2023). The labor market outcomes of bilinguals in the United States: Accumulation and returns effects. *PloS One*, 18(6), e0287711–e0287711. <https://doi.org/10.1371/journal.pone.0287711>
- Costa, A., Hernández, M., Costa-Faidella, J., & Sebastián-Gallés, N. (2009). On the bilingual advantage in conflict processing: Now you see it, now you don't. *Cognition*, 113(2), 135–149. <https://doi.org/10.1016/j.cognition.2009.08.001>
- Fox, R., Corretjer, O., & Webb, K. (2019). Benefits of foreign language learning and bilingualism: An analysis of published empirical research 2012–2019. *Foreign Language Annals*, 52(4), 699–726. <https://doi.org/10.1111/flan.12424>
- Hogan-Brun, G. (2020). *Linguanomics: What is the Market Potential of Multilingualism?* Bloomsbury Publishing. <https://doi.org/10.5040/9781474238304>
- Shirkhani, S., & Fahim, M. (2011). Enhancing Critical Thinking In Foreign Language Learners. *Procedia, Social and Behavioral Sciences*, 29, 111–115. <https://doi.org/10.1016/j.sbspro.2011.11.214>

Question Time

On February 13, 2023, I asked a question about the university's plans to address the growing need for electric vehicle (EV) charging stations on campus, especially considering the frequent use of power sockets in parking garages for charging EVs (Senate Reference # 22-19). In response, Chancellor Elsenbaumer stated that the university was planning a pilot project to install a dual charging station at the Kettler dock by July 1, 2023, with plans to install similar dual stations in each of the three parking garages. Could the administration please provide an update on the status of the university's plans to install EV charging stations on campus?

J. Mbuba

Question Time

Has the Office of Academic Affairs or its designee changed its guidelines for review of academic programs and begun instructing external reviewers it engages to evaluate solely undergraduate degree majors and not graduate degrees, minors, certificates, or other academic programs housed within the department undergoing review?

S. Carr

### Question Time

On August 23, 2024, a letter (see appendix) was emailed to some (although not all) PFW employees whose children attend the daycare center supported by the university, [The Learning Community](#) (hereafter, TLC). In this message, the VCFAA, Glen Nakata, announced that PFW would cease its support for TLC once the 2024-25 academic year had concluded and evict TLC from a PFW Foundation-owned building. While there will be time to interrogate the wisdom of this decision and its broader consequences, the letter itself raises several pressing questions that require immediate attention.

1] Were the individuals who made this decision aware that:

- a) IPFW and TLC initially entered their arrangement in order to replace child-care services that were once provided in an on-campus facility?
- b) these child-care services were intended to support (D)PFW students, faculty and staff rather than act as a "revenue generator" for the university?
- c) TLC's administration is aware of the unique scheduling challenges faced by academic workers and students and therefore provides scheduling flexibility and benefits to them that would likely not be available in other child-care facilities?
- d) as part of its relationship with PFW, its students, faculty and staff are eligible for discounts on care that would not be available at other area facilities?
- e) child-care places are at a premium in the Fort Wayne area (for instance, the current wait list at TLC is more than seventy families long)?
- f) TLC spent thousands of dollars in the past year renovating their spaces dedicated to infant care, thereby expanding the number of infant-care places that are currently in the shortest supply regionally?
- g) TLC has been a Paths of Quality Level 4-rated child-care facility for at least the past five years, the highest ranking available in the state of Indiana?
- h) TLC prides itself on being an educational institution and is thus accredited by the National Association for the Education of Young Children ([NAEYC](#))?
- i) many (D)PFW students in the Early Childhood Education program have utilized TLC as the site for their practicum studies?
- j) despite the support provided by PFW, TLC has had to raise its tuition rates significantly in the last year due to the disappearance of COVID pandemic-related federal child-care subsidies?

2] How does the decision to end PFW's relationship with TLC and thus make it even more difficult for PFW employees and students to find affordable child-care options square with the Purdue system's attempts to ease the financial burden of child-care as evidenced by the [Purdue Child Care Tuition Assistance Program](#)?

3] How does PFW's decision to end its support for employee child-care benefits dovetail with the university's attempts to "Enhance Quality of Place" as an employer, an important goal of PFW's 2020-2025 strategic plan?



4] How could a building that is apparently too expensive to maintain and renovate with its current day-care facility in place be financially viable as a site for a new day-care provider?

C. Ortsey

S. LaVere

**From:** Glen Nakata <[gnakata@pfw.edu](mailto:gnakata@pfw.edu)>  
**Sent:** Friday, August 23, 2024 11:49  
**To:** Glen Nakata <[gnakata@pfw.edu](mailto:gnakata@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](mailto:gnakata@pfw.edu)

**PURDUE UNIVERSITY.**  
**FORT WAYNE**

MEMORANDUM

TO: 2023-2024 Senate Executive Committee  
 FROM: Teri Hogg  
 Chair, Undergraduate Curriculum Subcommittee  
 DATE: April 16, 2024  
 SUBJECT: Certificate in Cyber Security

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The Undergraduate Curriculum Subcommittee reviewed and supported the proposal from the College of Engineering, Technology and Computer Science (ETCS) for a new certificate in Cyber Security. We find that the proposal requires no Senate review.

Thank you for the opportunity to review this new concentration.

Approved	Opposed	Absent	Non-Voting
Laurel Campbell Claudio Freitas, Teri Hogg Lee Roberts Xiaoguang Tian		Emily Tock Jordan Marshall	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):

## Request for a New Certificate Program

Campus:     Ft. Wayne    

College/School and Department:     School of Polytechnic    

Proposed Title of Certificate Program:   Cyber Security  

Projected Date of Implementation:   Spring 2025  

TYPE OF CERTIFICATE: (check one)

UNDERGRADUATE CERTIFICATE: Award of less than 1 academic year; requires less than 30 credits of undergraduate-level academic work. (most common – undergraduate)

UNDERGRADUATE CERTIFICATE: Award of at least 1 academic year but less than 2 academic years; requires less than 31-60 credits of undergraduate-level academic work. (most common – undergraduate)

POST-BACCALAUREATE CERTIFICATE – These programs generally require 12-29 credits of graduate-level academic work; all students enrolling in these programs must have completed their baccalaureate degrees. (most common – graduate)

POST-MASTERS CERTIFICATE – These programs generally require 12-18 credits of graduate-level academic work; all students enrolling in these programs must have completed their Master's degrees.

### Technical Characteristics of Certificate

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

The certificate in Cyber Security is a mixture of information technology and cyber security theoretical and practical knowledge. Completion of this certificate will provide the skill set that will enable you to work in the information technology areas of networks, cyber security, or information assurance.

- CIP Code: 43.0404
- Modality: Proposal must speak to all selected modalities. – Residential and Hybrid
  - Residential
  - Hybrid
  - Online

If hybrid or online, please respond to the following prompts/questions:

- a. What technologies will be used to give students access to instruction?
  - Brightspace
- b. If the program is being offered residential and digitally (hybrid and/or online), the curriculum offered identical?

- Yes
- c. If applicable, explain how students will complete labs, studios, clinicals, etc.
  - Labs will be completed both in the physical laboratory and virtual environment on the computer
- If more than one modality selected, will the curricula be identical across modalities?
  - Not Applicable - only one modality
  - **Yes**
  - No
- Number of credits required in Certificate program
  - 18 Credits
- Describe target audience to be served as well as the goal for the number of participants.
  - Target audience would be professionals and students who are looking to gain deeper knowledge into all aspects of computer cyber security and policy. This program can serve professionals in almost any industry who wants to gain more information in cyber security. Protecting data/digital assets in hospitals, schools, and businesses is all the more important given our current cyber environment. The flexibility of the certificate (e.g. number of directed electives) allows more flexibility for professionals in a variety of industries to tailor the program to their current needs.
  - Students in other PFW programs who have an interest in cyber security could be served by this certificate as well. For example, this could help accounting majors who need additional credits to qualify to sit for the CPA exam. The certificate could help them where ever they are employed, but the IT Auditing course could open a branch of accounting that would not be available to them otherwise.
  - Continuing studies will be contacted to help with recruiting community members as will our existing Industry Advisory Board. From those efforts, we expect to have a minimum of 10 professionals enroll in the certificate.
- Admission requirements– *Please include any specific requirements above and beyond the standard entry requirements for Applicants.*
  - *None*
- 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.
 

All six (6) courses must be passed with at least a C- to count. At least 12 credits must be completed in residence. A maximum of 2 classes can be applied to another certificate. Must be completed within 5 years.

Required Courses			
Course #	Course Name	Credits	Changes to courses*
ITC 11000	IT Fundamentals	3	
ITC 33100	Networks 1	3	
ITC 41400	Information Assurance	3	
Choice of 3 of the following courses:			
ITC 32200	Incident Response Mgmt.	3	Change to P: ITC11000
ITC 32800	Cryptography	3	
ITC 41200	IT Auditing	3	Change to P: ITC33100 or ITC18000 (removed ITC35000)

ITC 41500	Intrusion Detection	3	
ITC 41700	Digital Forensics	3	
ITC 41800 or CS44500	Computer Security	3	
ITC 44000	Cloud Computing	3	

\* The changes to the prerequisites allow students to meet prerequisites for each optional course.

## Academic Characteristics of Certificate

- Why is this certificate needed?
  - The demand for cyber security professionals has been increasing steadily over the past few years. This certificate will enable professionals from different types of industries to obtain the necessary knowledge and skills in cyber security.
  - If we don't have people protecting our digital assets, we are at risk of our personal information being compromised. Currently there are not enough knowledgeable people to meet the demand. This is evidenced by a 32% projected growth in cyber security jobs in the US and 33% projected growth in Indiana (onetonline.org) for Information Security Analysts. This represents over 16,500 job openings between 2022-2032 in the US.
  - The knowledge and skills acquired in this certificate open professionals to higher salaries. The average salary for this occupation is \$77,470 in Fort Wayne, IN.
  - While no formal study has been conducted, students inquire about additional course options in cyber security on a weekly basis. Until now, we are unable to expand our course offerings due to a lack of faculty. With support from Dean Elfayoumy, we have hired a faculty member with deep knowledge in this area to begin addressing this need.
- 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 program is divided into required courses and directed electives.
  - Required: ITC 11000 - IT Fundamentals and ITC 33100 - Networks are required of all students and serve as the foundation of other courses (i.e. pre-requisite). ITC 41400 - Information Assurance is also required for all students.
  - Directed electives: Students will select three courses from the list. These courses can be taken after the two foundational courses have been completed.
  - Four courses were created for the new program options in Cyber Security. They are:
    - i. ITC 32200 – Incident Response Mgmt.
    - ii. ITC 32800 – Cryptography
    - iii. ITC 41500 – Intrusion Detection
    - iv. ITC 41700 – Digital Forensics
  - These courses have been entered into Curriculog for approval. All course approvals should be completed by the time the Cyber Security programs have been approved.
- Learning outcomes for Certificate:
  1. Understand the terminology of threats, vulnerabilities, and controls
  2. Construct proper security plans and the creation of security policies
  3. Apply access controls
  4. Understand and apply cryptography principles

5. Implement security policies in the protection of General-Purpose Operating Systems
  6. Apply authentication techniques to provide secure communication
  7. Use software to identify vulnerabilities in computer systems and network devices.
  8. Understand network security threats and countermeasures such as IPSec, SSL/TLS
  9. Apply knowledge of intrusion detection to protect assets
  10. Use digital forensic principles to identify and analyze electronic data
  11. Evaluate infrastructure to determine proper controls and procedures
  12. Knowledge with Email security and Web security
  13. Familiarization with legal, privacy and ethical issues in computer security
- Explain how student learning outcomes will be assessed (student portfolios, graduate and/or employer survey, standardized test, etc.) and describe the structure/process for reviewing assessment findings for the purpose of ensuring continuous improvement of the certificate.
    - This certificate will be assessed by both direct and indirect course surveys and employer surveys. This process has been approved/supported by previous ABET accreditation reviews/feedback. To be more specific, students provide feedback on what they learned in terms of each Learning Outcome (LO) for the Certificate. Then, faculty assess, for each course, each students' performance on the LO based on their performance on specific assignments (e.g., LO 1 is aligned with exam 1 and Homework 3).
  - How does this certificate complement the university's/department's/school's strategic plan(s)?
    - The College of ETCS has set forth a goal of providing both theoretical and hands on cyber security curriculums. This field is growing very quickly and the demand for cyber security professionals outweighs the supply.
    - As the only public institution in Northeast Indiana, we can offer a high-quality program at a reasonable cost to working professionals.
  - Describe any innovative features of the program (e.g., involvement with local or regional agencies, or offices, cooperative efforts with other institutions, etc.).
    - By creating this certificate and courses, we will be working towards obtaining National Security Administration (NSA) Center for Academic Excellence in Cybersecurity (CAE-C) with a focus in Cyber Defense (CAE-CD). The CAE-CD designation is awarded to regionally accredited academic institutions offering cybersecurity degrees and/or certificates at the associate, bachelor's and graduate levels. As a marker of program quality, this designation provides evidence of eligibility for NSA grants for the benefit and ease of applying for grants and allows NSA to identify potential NCAE-C institutions for grant solicitations.
  - Describe any relationship to existing programs on the campus or within the university.
    - This certificate will use existing core and approved technical elective courses from the B.S. in Information Technology program.
    - The new courses will become a part of the technical elective courses.
  - List and indicate the resources required to implement the proposed program. Indicate sources (e.g., reallocations or any new resources such as personnel, library holdings, equipment, etc.) of resources.
    - Reallocate .25 of Information Technology faculty to teach the cybersecurity curriculum.
    - No library resources would be required
  - Liaison Library Memo attached
  - Gainful Employment Certificate Worksheet attached.



## Liaison Librarian Memo

Date:

From:

To:

Re:

Describe availability of library resources to support proposed new program:

Comments:

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*Sarah Wagner* *3-4-2024*  
*Liaison Librarian Signature* *Date*

## Library Resources

Address the following issues regarding the impact of the new program on the library's budget and personnel. Please respond to each item below indicating the library sources and services required to support the proposed program.

- Which databases/indexing sources will be used by the courses in this program?
  - None
- What are the journals that will be used by students completing library research in this program? Please list three to five titles.
  - None will be needed
- Is there an expectation that access to new journals will need to be purchased for students in this program?
  - No
- Are there any specific reference sources (e.g. encyclopedias, handbooks, standards, etc.) required to support the new program?
  - No
- Is there an expectation for additional books to be purchased? What about DVD or audio/visual materials? What is the estimated dollar amount needed yearly to support this program with new books and media materials?
  - No
- Will the new program use the Library's Document Delivery Services? Costs for this service come out of the Library's budget. What types of materials would the program be requesting through DDS?
  - No
- Who is the liaison librarian for this program? The liaison librarian provides support through involvement in Blackboard-supported classes, one-on-one research consultations, in-class instructional sessions, and tailored course guides for research assignments. Which of these librarian services do you anticipate will be utilized in the new program?
  - Sarah Wagner
  - None
- Memo from Liaison Librarian regarding resources.
- Is there an accrediting body that will be overseeing this program? What are the statements of the accrediting body related to the library, e.g. holdings, personnel, services?
  - ABET/CAC

“The library services and the computing and information infrastructure must be adequate to support the scholarly and professional activities of the students and faculty”

Purdue University Fort Wayne  
**Gainful Employment (GE) Form**  
 (must accompany Graduate Certifications Proposals)

**TO BE COMPLETED BY DEPARTMENT CHAIR/DIRECTOR**

**Application for Review for Title IV Federal Student Aid Eligibility**

**NAME OF PROGRAM:** Cyber Security Certificate

**DEPARTMENT:** School of Polytechnic **SCHOOL/COLLEGE:** ETCS

A program eligible to participate in Title IV federal student aid would be considered a Gainful Employment Program if it can be completed as a standalone certificate program and prepares students for "gainful employment in a recognized occupation." A review and documentation of these criteria is essential prior to program implementation. Failure to meet these criteria may jeopardize Purdue University's eligibility to award federal student financial aid or take part in other programs under the Higher Education Act. Final approval for eligibility may be determined by the U.S. Department of Education.

QUESTION	ELIGIBILITY CRITERIA
1. Is this a standalone certificate program?	1. <input checked="" type="checkbox"/> Yes    ___ No
2. Is the student required to be enrolled in a degree-seeking program while pursuing this certificate?	2. ___ Yes <input checked="" type="checkbox"/> No
3. Would this certificate alone prepare a student for gainful employment in a recognized occupation?	3. <input checked="" type="checkbox"/> Yes    ___ No  If YES, list the Standard Occupation Code(SOC): <u>15-1212.00</u> <i>(The Department of Labor's Standard Occupational Code (SOC) must be provided to show the occupation that the program prepares students to enter and can be found on the Department of Labor's O*NET website - <a href="http://www.onetonline.org">http://www.onetonline.org</a>)</i>
4. Is the program a one-year minimum training program that leads to a degree (or other recognized educational credential) and prepares students for gainful employment in a recognized occupation?	4. <input checked="" type="checkbox"/> Yes    ___ No  If YES, describe how this program prepares the student for gainful employment: <u>Develops skills in the information technology, network,</u> <u>cyber security and information assurance disciplines.</u>  <hr/> <p style="text-align: center;"><b>***If you answered NO to all of the above – STOP HERE. Certificate is <u>not</u> eligible for Gainful Employment***</b></p>

AREA OF REVIEW	ELIGIBILITY CRITERIA
Academic Year Definition Requirements	<p>Number of weeks of instructional time per academic year for this program: <u>32</u> In an academic year, a full-time student must complete at least <u>12</u> semester hours.</p> <p>(NOTE: Federal regulations define academic year as a period of a minimum of 30 weeks of instructional time. In an academic year, a week of instructional time is any week in which at least one day of regularly scheduled instruction or examination occurs, or at least one day of study for exams for final exams if it occurs after the last scheduled day of classes for the semester. Instructional time does not include periods of orientation, counseling, vacation, or any other activity not related to class preparation or examinations. Internships, cooperative education, and independent study are forms of instruction that may be included in the definition of academic year. For an undergraduate educational program, an academic year is a period a full-time student must complete at least 24 semester hours.)</p> <p>The length of the program is <u>&lt; 1</u> academic years. (Federal regulations require that the program length is at least two academic years and provides an associate, bachelors, graduate, or professional degree or a one-year training program that leads to a degree or certificate (or other recognized educational credential) and prepares students for gainful employment in a recognized occupation.)</p> <p><b>Department Head (please attach a Program of Study documenting the following):</b></p> <ul style="list-style-type: none"> <li>This program prepares students for gainful employment in the same or related recognized occupation as an educational program that has previously been designated as an eligible program at Purdue University Fort Wayne.</li> </ul>
Document(s) Required	If program proposal and approvals (Faculty Senate, Vice Chancellor for Academic Affairs, and Provost's Office, and the Indiana Commission for Higher Education, if applicable) are not on file with the Office of Academic Affairs, you may be asked to provide documentation.

*Michelle Parker*

2-28-2024

Signature: Department Head

Date

When Completed Send to:

Ron Herrell, Director of Financial Aid,  
Purdue University Fort Wayne  
2101 E. Coliseum Blvd, KT 103B  
Fort Wayne, IN 46805  
rherrell@pfw.edu

Office Use: This program is

**Eligible** – Based on submitted documentation, the Division of Financial Aid has determined that this certificate IS ELIGIBLE for Title IV federal student aid.

**Ineligible** – Based on submitted documentation, the Division of Financial Aid has determined that this certificate IS INELIGIBLE for Title IV federal student aid.

*R. Herrell*  
Signature: Director of Financial Aid

4/15/24  
Date



## Undergraduate Academic Program Memo

**Date:** 2/28/24

**From:** Michelle Parker

**To:** Dr. Sherif Elfayoumy, Dr. Carl Drummond

**Re:** Cyber Security Certificate

### Brief description of the program:

The certificate in Cyber Security is a mixture of information technology and cyber security theoretical and practical knowledge. Completion of this certificate will provide the skill set that enables a person to work in the information technology areas of networks, cyber security, and/or information assurance.




### Brief rationale for program request:

The demand for cyber security professionals has been increasing steadily over the past few years. This certificate will enable students from all disciplines to obtain the necessary background in cyber security. Jobs in the cyber security area are projected to grow by 32% in the State of Indiana.

**CIP Code:** 43.0404

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**For completion by Office of Academic Affairs**

<small>DocuSigned by:</small>  <small>4E345542E1EA497...</small>	4/12/2024
<i>Department Chair Signature</i>	<i>Date</i>
<small>DocuSigned by:</small>  <small>5CC32880FFC14FA...</small>	4/15/2024
<i>School Dean Signature</i>	<i>Date</i>
<small>DocuSigned by:</small>  <small>27109142004745C...</small>	4/11/2024
<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.

**Year-End Report**  
**Fort Wayne Senate Student Affairs Committee**

The Senate Student Affairs Committee met at the beginning of the Academic Year to review its charge, select a chair and discuss business and priorities for the year. Because two committee members were on leave in fall and another committee member was on leave later the spring semester, committee members generally agreed that significant actions by the committee would be unlikely. There was discussion of continuing to develop a structure for more effective collaboration between the Division of Enrollment Management and the Student Experience. While the committee chair initially planned to work on a draft process for building stronger collaboration with the Division, the Senate's work on a revised bylaws and committee re-organization made that initiative better left to the newly constituted committee structure and its revised charge in academic year 2024-2025.

The committee did receive a resolution from the Mastodon Athletics Advisory Subcommittee (MAAS) regarding review of its membership. The committee found that the MAAS resolution required no further review from us and voted to forward the resolution to the Senate for consideration. It was approved by the Senate in its April meeting. The resolution, however, will be superseded by the revision of the Senate bylaws, which were also approved in the April meeting.

As the committee is reconstituted under the revised bylaws in Academic Year 2024-2025, the committee needs to prioritize building strong collaborative structures with administrative units working in areas related to the committee's charge.

Respectfully submitted,  
Stephen Buttes  
Chair, Student Affairs Committee, AY 2023-2024

**May 7, 2024**