

Minutes of the
First Regular Meeting of the Seventh Senate
Purdue University Fort Wayne
September 9 and 16, 2024
KT G46

Agenda

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
 - a. Filling Educational Policy Committee Vacancies to Enable the Committee to Convene and Conduct Business, SD 24-4 – S. Buttes
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
12. The general good and welfare of the University

13. Adjournment*

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

Presiding Officer: C. Gurgur
Parliamentarian: C. Ortsey
Sergeant-at-arms: A. Nasr
Assistant: J. Bacon

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)
“Filling Educational Policy Committee Vacancies to Enable the Committee to Convene and Conduct Business” (SD 24-4)
“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 Members Present:

N. Adilov, A. Backer, J. Badia, K. Barker, B. Berry, B. Buldt, R. Burton, S. Buttes, S. Cody, Y. Deng, C. Drummond, R. Elsenbaumer, K. Fineran, R. Friedman, J. Givens, S. Hanke, J. Johns, M. Jordan, D. Kaiser, A. Khalifa, J. Lawton, J. Li, H. Luo, D. Maloney, V. Maloney, E. Mann, J. Mbuba, J. McHann, D. Miller, P. Mishra, D. Momoh, A. Montenegro, A. Nasr, J. Nowak, E. Ohlander, D. Ohlinger, H. Park, L. Roberts, R. Shoquist, S. Steiner, K. Stultz-Dessent, K. Surface, D. Tahmassebi, M. Wang, M. Wolf

Senate Members Absent:

B. Dattilo, S. Elfayoumy, C. Freitas, M. Hammonds, S. Johnson, J. Lewis, G. Nakata, I. Nunez, J. O’Connell, P. Saha, S. Schory, K. White, Y. Zhang

Guests Present:

A. Blackmon, N. Borbieva, S. Carr, P. Eber, M. Frye, T. Grady, E. Graves, C. Huang, V. Johnson, C. Kuznar, S. LaVere, T. Luce, C. Marcuccilli, T. Swim

Acta

1. Call to order: C. Gurgur called the meeting to order at 12:00 p.m.
2. Approval of the minutes of April 15 and April 22: The minutes were approved as distributed.
3. Acceptance of the agenda:

J. Nowak moved to accept the agenda.

Motion to accept the agenda passed on a voice vote.

4. Reports of the Faculty Chairs:

a. Past Chair (UPC Representative):

B. Buldt: Good afternoon, everyone, and welcome back to a new session of the FW Senate.

I want to welcome the new Senators and offer them a few words of reassurance. If you're a first-time Senator, boy, are you in for quite a ride. Our procedural rules are arcane, our issues may seem totally opaque, and it's easy to feel confused or overwhelmed or both. If you feel that way during the first few meetings, believe me, it's perfectly normal. I've been there, too. Just find a more seasoned Senator and have them show you the ropes. Once you learn the new instrument, it's actually quite rewarding to play.

And I want to thank all the Senators for their willingness to do what faculty members have the privilege to do: govern themselves. As faculty members, we are fortunate to have control over important aspects of our professional lives at the department, school, and university level. For me, self-governance is an absolutely central aspect of our identity as faculty members, as important as research and teaching. The reason why this still deserves an extra "thank you!" is that service is not yet sufficiently recognized on this campus, for example, through a workload policy that would include time spent on self-governance.

This academic year, I will be reporting regularly from a systemwide committee called the University Policy Committee, or UPC. The name is confusing because most units in the Purdue system also have their own, local UPC. The systemwide UPC reviews systemwide policies, usually before they go into effect. The first three that we will all notice are related to SEA 202. As you know, SEA 202 now requires all faculty at public universities in the state of Indiana to foster "a culture of free inquiry, free expression, and intellectual diversity" in their classrooms. SEA 202 also requires universities to have standards and complaints procedures in place by July 1, 2024. Purdue's policies were issued by July 1, but are designated as "interim" and will expire on January 1, 2025. The plan is to gather extensive feedback from Faculty in the fall before finalizing these policies. Please keep an eye out for more information on this.

Thank you!

b. Chair (Presiding Officer): Senate Reference No. 24-1 (Report on Senate Documents)

C. Gurgur: First, I would like to mention that Senate Reference No. 24-1 contains Senate actions that have passed last year. This is for information only. If there are any questions you can reach out to me after the Senate meeting. SR 24-1 is attached to the agenda.

When it comes to my first remarks, I would like to state that it is an honor to serve in this position. We were just in a meeting with the chancellor and the provost. We would like to work with the administration more collaboratively. We have had some good discussions, I can come back and tell you. We are here to serve the faculty, so if you have questions or concerns throughout the academic year, please don't hesitate to reach me. We would like to serve your best interests and the interests of our constitution. As you realize, academia is changing. There are many reasons for that, so we would like to all work collaboratively with the changes happening outside of our control. I think we can be more proactive, rather than reactive, to handle those challenges.

Again, it has been a pleasure. Just in the last couple of weeks, this is new to me, to start engaging with the Past Chair, and our IFC Representative, Jeffrey Nowak, and all of the Executive Committee members, that I would like to mention, Kristin Barker, Lee Roberts, Jim McHann, and Jay Johns. We have been busy behind the scenes trying to bring the agenda in front of you.

I will keep my remarks as short as possible today. We have a long agenda in front of us. But please know, the faculty chairs, Bernd, Jeff, and me, are here to serve our faculty. Please reach out to us with concerns, questions that you would like to be answered, and suggestions. We would like to be problem solvers. We would like the Senate floor not to become a complaining box. I think that is important not to come here to complain. Of course, we will bring our concerns, but let's use this medium to be problem solvers. Your suggestions are important, as well as your concerns.

c. Chair-Elect (IFC Representative):

J. Nowak: Good afternoon, everyone, and welcome back to a new session of the Purdue Fort Wayne Senate.

I want to mention that I reiterate and concur with many of the sentiments of our Presiding Officer and our UPC Representative. We are here to support you, so please reach out and let us know any thoughts, desires, wants, needs, whatever it is that is on your mind. We would be happy to assist in any way we can.

This academic year I will be serving on the Intercampus Faculty Council and look forward to having the opportunity to serve as a representative pushing for our best interests. Please email, call, or stop by, and keep me apprised of all of your needs and your wants. It is working together as a unified body of peers that we will make the 2024-2025 academic year an enjoyable one in which we can look back on in proud recognition of the challenges we've overcome and accomplishments soon to be realized. Thank you.

5. Special business of the day:

- a. Presentation of Robert’s Rules – C. Ortsey

Please see attached PowerPoint.

6. Unfinished business: There was no unfinished business.

7. Committee reports requiring action:

- a. Executive Committee (Senate Document SD 24-1) – J. Nowak

J. Nowak moved to approve Senate Document SD 24-1 (Report to Fort Wayne Senate Regarding Summer Changes to the Organization).

C. Drummond moved to amend the second whereas by striking “elimination of the Office of Graduate Studies.”

Motion to amend failed on a voice vote.

S. Cody moved to amend the second whereas by removing “the elimination of” and changing it to “sudden and significant changes to.”

Motion to amend passed on a voice vote.

Resolution moved to the October Senate agenda.

- b. Executive Committee (Senate Document SD 24-2) – J. Nowak

J. Nowak moved to approve Senate Document SD 24-2 (Reinstatement of the French Program).

The meeting is suspended at 1:15 until noon, Monday, September 16, 2024.

Session II
(September 16)

Acta

Senate Members Present:

A. Backer, J. Badia, K. Barker, B. Berry, B. Buldt, R. Burton, S. Buttes, S. Cody, B. Dattilo, Y. Deng, C. Drummond, R. Friedman, J. Givens, S. Hanke, J. Johns, M. Jordan, D. Kaiser, J. Lawton, J. Li, H. Luo, D. Maloney, V. Maloney, E. Mann, J. McHann, D. Miller, P. Mishra, D. Momoh, A. Montenegro,

A. Nasr, J. Nowak, I. Nunez, E. Ohlander, D. Ohlinger, H. Park, L. Roberts, R. Shoquist, S. Steiner, K. Stultz-Dessent, D. Tahmassebi, M. Wang, M. Wolf, Y. Zhang

Senate Members Absent:

N. Adilov, S. Elfayoumy, R. Elsenbaumer, K. Fineran, C. Freitas, M. Hammonds, S. Johnson, A. Khalifa, J. Leatherman, J. Lewis, J. Mbuba, G. Nakata, J. O'Connell, P. Saha, S. Schory, K. Surface, K. White

Guests Present:

A. Blackmon, N. Borbieva, S. Carr, A. Dircksen, C. Huang, V. Johnson, C. Kuznar, S. LaVere, C. Marcuccilli, P. Ruggier, T. Swim

C. Gurgur reconvened the meeting at 12:00 p.m. on September 16, 2024.

b. Executive Committee (Senate Document SD 24-2) – J. Nowak

C. Gurgur: We prepared a statement regarding Senate Document SD 24-2. I will give the floor to Bernd to read the statement from the Executive Committee. We will start with that. Please go ahead.

B. Buldt: Dear Colleagues:

Madam Presiding Officer wanted me to briefly summarize why the Executive Committee decided to add SD 24-2 on the French minor to the Senate agenda. Before turning specifically to SD 24-2, I should note that we as Executive Committee were not satisfied with the wording of the three SDs on today's agenda. We briefly considered sending them back for revision or, in the case of SD 24-2 and SD 24-3, requesting them to be merged into a single resolution. Requesting revisions, however, usually involves a one-month delay, so we would have received the revised documents in time for the October agenda. But in October, the revised resolutions and new reports from standing committees would have been competing for what little time we have. We therefore decided to ignore their shortcomings and put them on the agenda for the September session.

From our point of view, SD 24-2 on the French minor essentially calls for two different things: First, Senate review of past actions of administrators at the university, college, and department level; and, second, the reinstatement of a degree option. Without wishing to prejudge the Senate's decision on this, let me share that there is some consensus among Executive Committee members that the first request, the review, is a legitimate matter for the Senate to address, while the second, the reinstatement of a degree, is not. Occasionally, the Executive Committee will reject a resolution if it is determined that it is not a legitimate matter for the Senate to address. In this case, however, we decided that Senate as a whole should make any such determination.

Although SD 24-2 and SD 24-3 may seem to address a relatively minor issue to some, they actually highlight a broader and more significant concern: the role of liberal arts in shaping the

education of all our students. This larger question is one that deserves thoughtful consideration on the Senate floor. What kind of university do we want to be, and what kind of educational experience do we want the students entrusted to us have? While we can only answer these questions in collaboration with the administration, and the actual curriculum development is delegated to departments and colleges, Senate is one of the few opportunities we have for having these conversations across all the little disciplinary silos we sit in. So we as Executive Committee decided this is a conversation worth having on the Senate floor.

Thank you!

C. Gurgur: If you recall, right close to the 1:15 pm mark, I had to recess the meeting. Jim McHann also said that obviously every university has finance and budget considerations, so there is some competition when it comes to the colleges, and faculty searches, and so on. From this statement, I will just add a personal view before we continue discussing this SD 24-2. The colleges are working in such a territorial structure. We are lacking demanded interdisciplinary and transdisciplinary degrees.

S. Hanke moved to amend the fifth whereas and the sixth whereas by changing “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 “primary authority and responsibility for the curriculum and academic programs includes primary authority and responsibility for academic minors” to “the Purdue University Fort Wayne Constitution of the Faculty grants the ability to make recommendations regarding changes in academic organizations.”

B. Buldt called the question.

Motion to amend failed on a voice vote.

Resolution moved to the October Senate agenda.

c. Executive Committee (Senate Document SD 24-3) – J. Nowak

J. Nowak moved to approve Senate Document SD 24-3 (Elimination of Language Programs).

B. Buldt moved to close discussion on SD 24-3.

Motion to close discussion passed on a voice vote.

Resolution moved to the October Senate agenda.

8. New business:

- a. Senate Document SD 24-4 (Filling Educational Policy Committee Vacancies to Enable the Committee to Convene and Conduct Business) – S. Buttes

S. Buttes moved to approve Senate Document SD 24-4 (Filling Educational Policy Committee Vacancies to Enable the Committee to Convene and Conduct Business).

S. Cody moved to suspend the rules to vote on SD 24-4.

Motion to suspend the rules passed on a voice vote.

Resolution passed on a voice vote.

9. Question time:

- a. (Senate Reference No. 24-6) – J. Mbuba

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?

(Administration statement on question time delivered via email and read by C. Gurgur).

In order to provide the most complete and thoughtful response to senate questions, Chancellor Elsenbaumer and the Cabinet have decided, for academic year 2024-2025, to respond to all senate questions in writing. As such, written responses to the three questions on this month’s agenda will be forwarded prior to the document deadline for inclusion in the agenda of next month’s meeting. A similar practice will be utilized for any future questions.

- b. (Senate Reference No. 24-7) – S. Carr

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?

(Administration statement on question time delivered via email and read by C. Gurgur).

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agenda will be forwarded prior to the document deadline for inclusion in the agenda of next month's meeting. A similar practice will be utilized for any future questions.

c. (Senate Reference No. 24-8) – C. Ortsey and S. LaVere

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 (I)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 (I)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

(Administration statement on question time delivered via email and read by C. Gurgur).

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10. Committee reports "for information only":

- a. Curriculum Subcommittee (Senate Reference No. 24-2) – L. Roberts

Senate Reference No. 24-2 (Certificate in Cyber Security) was presented for information only.

- b. Curriculum Subcommittee (Senate Reference No. 24-3) – L. Roberts

Senate Reference No. 24-3 (Concentration in Cyber Security) was presented for information only.

- c. Curriculum Subcommittee (Senate Reference No. 24-4) – L. Roberts

Senate Reference No. 24-4 (Minor in Cyber Security) was presented for information only.

- d. Student Affairs Committee (Senate Reference No. 24-5) – S. Buttes

Senate Reference No. 24-5 (Student Affairs Committee Year-End Report 2023-2024) was presented for information only.

12. The general good and welfare of the University:

M. Wolf: For Constitution Day tomorrow my colleagues will be talking about the Roberts court and constitutionality at noon in the IDEAspace.

13. Adjournment: The meeting adjourned at 1:15 p.m.

Joshua S. Bacon
Senate Clerk

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

Parliamentary Procedure & *Robert's Rules of Order*

CRAIG ORTSEY, SENATE PARLIAMENTARIAN

LAST REVISED: 4 SEPTEMBER 2024

ORIGINAL PRESENTATION: 14 SEPTEMBER 2015

JEFF MALANSON, SENATE PARLIAMENTARIAN



Purpose of the Rules

These rules help to maintain order, insure fairness, and accomplish good legislative work.

“These rules are based on a regard for the rights:

- Of the majority,
- Of the minority, especially a strong minority—greater than one third,
- Of individual members,
- Of absentees, and
- Of all these together.”

What May a Senator Do?

According to Robert's Rules of Order (11th edition, page 3) and Bylaws I.A.3.11., the basic rights of an assembly member include:

1. attending meetings;
2. making motions;
3. speaking in debate; and
4. voting.

How Do I Make a Motion?

Raise your hand to get the presiding officer's attention! Once you have it, there are many motions that you can make.

- amend
- lay on the table (“table”)
- postpone
- point of order
- parliamentary inquiry (“point of information”)

Ranking of Motions

Order of making motions	Common motions	Order of voting on motions
Motions are made from bottom to top	Fix the time to which to adjourn	Motions are voted from top to bottom
	Adjourn	
	Recess	
	Raise a question of privilege	
	Call for the orders of the day	
	Lay on the table	
	Previous question	
	Limit or extend limits of debate	
	Postpone to a certain time	
	Refer to a committee	
	Amend	
	Postpone indefinitely	
	Main motion	

What Should a Senator Do?

In order to be efficient and effective representatives* of their constituents' interests, Senators should:

- a) become familiar with the Senate's Constitution and Bylaws
- b) read each month's Senate agenda carefully
- c) attend Senate meetings regularly
- d) discover and articulate the needs of their constituents to the Senate
- e) act in good faith and with good will
- f) serve on a Senate committee or subcommittee (if time permits)

*Inspired by PFW Bylaws I.A.3.11. and PWL [Senate Document 22-19](#)

Important Concepts: Procedure

1. Discussion of an item for action cannot take place until there is a motion on the floor regarding the item.
2. Discussion should be limited to the item that is on the floor and the motion that is up for a vote.
3. All comments should be directed to the presiding officer, not fellow Senators.
4. All those with speaking privileges should be allowed to speak on the substance of the motion once before anyone with speaking privileges can speak for a second and final time.

Important Concepts: Best Practices

1. Documents, reports, resolutions, questions, etc. should be submitted to the Senate secretary a minimum of 17 calendar days before the Senate meeting at which they are to be considered.

Important Concepts: Best Practices

October 2015

Sun.	Mon.	Tues.	Weds.	Thurs.	Fri.	Sat.
				1	2 Docs. to Josh	3
4	5	6	7	8	9	10
11	12 <i>Columbus Day</i>	13	14	15	16	17
18	19 <u>Senate!</u>	20	21	22	23	24

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2. Senators should carefully review the Senate agenda and its attached documents before each meeting.

Order of Business/Agenda (Source: Senate Bylaws I.A.3.5.)

1. Call to order
2. Approval of the minutes
3. Acceptance of the agenda
4. Reports of the Faculty Chairs
5. Special business for the day
6. Unfinished (old) business
7. Committee reports requiring action
8. New business
9. Question time
10. Committee reports
“for information only”
11. Good and welfare
12. Adjournment

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2. Senators should carefully review the Senate agenda and its attached documents before each meeting.
3. It at all possible, amendments should be written out ahead of time.

Questions?

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 sudden and significant changes to 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.

Approved	Opposed	Abstention	Absent	Non-Voting
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

Troy Bassett
Daniel Patten

Opposed

Absent

Richard Weiner

Non-Voting

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.

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>
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- 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>

To: Cigdem Gurgur, Presiding Officer

From: Steve Buttes, ILCS/COLA, designated member of EPC to convene the first meeting

Subject: Filling Educational Policy Committee Vacancies to Enable the Committee to Convene and Conduct Business

WHEREAS, the Educational Policy Committee convened its first meeting on September 6, 2024 and could not achieve a quorum to conduct business and elect a chair; and,

WHEREAS, the committee currently stands at four Voting Faculty Members and three Ex-Officio members with three Voting Faculty vacancies; and,

WHEREAS, to achieve a quorum for conducting business all Senate committees must comply with section I.B.3.1.1. of the Senate Bylaws: “Committees and subcommittees shall be composed of Faculty, with Voting Faculty comprising at least two-thirds (2/3) of its voting membership and at least one of them being a Senator;” and,

WHEREAS, the currently-seated committee (4/7 = 57%) cannot meet the requirements of I.B.3.1.1. of the Senate Bylaws and thus convene to conduct business and take affirmative action to elect a chair and resolve the committee vacancies (as per Bylaws I.B.3.2.2.); and,

WHEREAS, having an Educational Policy Committee (EPC) that is unable to conduct business would significantly disrupt the work of the Senate for the current academic year as EPC members sit on the Advising Program Council (which would not be able to conduct business without EPC members) and is the parent committee of three subcommittees (which would have their work (including oversight of the recently approved General Education Program) stalled without a functioning Educational Policy Committee); and,

WHEREAS, the current membership of the Educational Policy Committee has identified three Voting Faculty willing to fill the EPC vacancies; and,

WHEREAS, the current membership of the Educational Policy Committee has informally discussed in its September 6 gathering and via email how to fill the vacancies and arrived at the names of three willing members of the Voting Faculty; and,

WHEREAS, there has been no opposition expressed from current members of the committee and a suggestion by unanimous consent that these vacancies be filled by these volunteers from the Voting Faculty; and,

WHEREAS, only the Senate can take affirmative action to fill the vacancies as the Educational Policy Committee cannot convene to conduct business;

BE IT RESOLVED, the Senate names Mike Wolf (POLS), Holly Hullinger-Sirken (SOE) and Sarah Wagner (LIB) to fill the terms associated with the current Voting Faculty vacancies on the Educational Policy Committee.

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>
Sent: Friday, August 23, 2024 11:49
To: Glen Nakata <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

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

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:

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 - http://www.onetonline.org)</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>

*****If you answered NO to all of the above – STOP HERE. Certificate is not eligible for Gainful Employment*****

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>< 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>Department Head (please attach a Program of Study documenting the following):</p> <ul style="list-style-type: none"> 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.
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

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