Southern Connecticut State University

FACULTY SENATE

[October 29th, 2025] | 12:10 p.m. | via Zoom
To join the meeting, please click here to be connected via Zoom. Alternatively, copy and paste this link:
https://southernct-edu.zoom.us/j/7847828474?omn=86729842970

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The AI tool Fireflies.ai is used to facilitate note taking and the writing of the minutes. For more information, please reach out to the Secretary of the Faculty Senate.

Southern Connecticut State University

FACULTY SENATE

The Faculty Senate has as its goal a University community that promotes to the fullest the free transmission of knowledge and pursuit of truth.

Faculty Senate is the representative body of the faculty. Its primary function is to serve as the agency by which the faculty can actively participate in the governance and policy-making decisions of the University on the basis of the principle of shared authority.

AGENDA

10/29/25
12:10 p.m. | via Zoom
To join the meeting, please click here to be connected via Zoom. Alternatively, copy and paste this link:
https://southernct-edu.zoom.us/j/7847828474?omn=86729842970

I. Announcements Relevant to the Faculty Senate

II. Approval of Minutes of the Previous Meeting held on October 15, 2025

III. Faculty Senate President's Report

IV. Faculty Senate Standing Committees
   a. Academic Policy
   b. Finance
   c. Personnel Policy
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   e. Student Policy
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V. Reports of Faculty Senate Special Committees
   a. UCF- vote about adding a member of Honor's College
   b. Graduate Council
   c. Elections Officers
      i. Election of senators to serve on committee looking at independent studies and low-enrollment courses

VI. Reports from Faculty Senate Representatives

VII. Report from SCSU-AAUP Representative

VIII. Unfinished Business

IX. New Business
   a. Sabbatical Document

b. Resolution on FCARG
c. Feedback from senators regarding a newly designed checklist for DEC and chairs
d. Resolution from APC regarding Course Withdrawal document

X.Guest(s)
a. Chair Guay
b. Representatives from the Ethnic Heritage Center

Southern Connecticut State University

FACULTY SENATE

https://inside.southernct.edu/faculty-senate/meetings
The 1st Meeting of the Faculty Senate AY 2025-2026 was held on 08/27/25, at 12:10 p.m. via Zoom.

Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL
Dave	Allen	Accounting	2028	x	
Valerie	Andrushko	Anthropology	2026	x	
Jeff	Slomba	Art & Design	2027	x	
Jessica	Case	Athletics	2026	x	
Nicholas	Edgington	Biology	2026	x	
Kate	Toskin	Business Information Systems	2028	x	
Jeff	Webb	Chemistry & Biochemistry	2026	x	
Shawneen	Buckley	Communication Disorders	2027	x	
Melanie	Savelli	Communication, Media & Screen Studies	2028	x	
Aashma	Uprety	Computer Science	2028	x	
Matthew	Ouimet	Counseling	2027	x	
Laurie	Bonjo	Counseling & School Psychology	2026		
Maria	Diamantis	Curriculum and Learning	2027	x	
Jennifer	Cooper Boemmels	Earth Science	2027	x	
Yu	Jia	Economics	2028	x	
Peter	Madonia	Ed Leadership	2027	x	
Paul	Petrie	English	2026	x	
Mike	Shea	English	2026	x	

First	Last	Department	Year		
Eric	West	Environment, Geography, & Marine Sciences	2027		
Sandip	Dutta	Finance & Real Estate	2028		
Amanda	Strong	Healthcare Systems and Innovation	2028	x	
Matthew	Rothbard	Health & Movement Sciences	2028	x	
Daniel	Swartz	Health & Movement Sciences	2028		
Christine	Petto	History	2028	x	
Troy	Rondinone	History	2026	x	
Yan	Liu	Information & Library Sciences	2026	x	
Cindy	Simoneau	Journalism	2028	x	
Amy	Jansen	Library Services	2028	x	
Zheni	Wang	Management & International Business	2028	x	
Melvin	Prince	Marketing	2026		
Seon	Kim	Marriage & Family Therapy	2026	x	
Leah	Sturman	Mathematics	2027	x	
Danial	Cicala	Mathematics	2027	x	
Natalie	Starling	Mental Health Services	2026	x	
Sameer	Ramchandra	Music	2028	x	
Deborah	Morrill	Nursing	2026	x	
Elizabeth	Hurlbert	Nursing	2027	x	
Gabrielle	Ferrell	Part-Time Faculty	2025		
		Part-Time Faculty	2025		
Shenira	Billups	Part-Time Faculty	2027	x	
Mike	Sanger	Part-Time Faculty	2027		
Rex	Gilliland	Philosophy	2026	x	
Evan	Finch	Physics	2027	x	
Jonathan	Wharton	Political Science	2028	x	
		Psychology	2025		
Patricia	Kahlbaugh	Psychology	2025	x	
John	Nwangwu	Public Health	2027	x	
Michael	Dodge	Recreation, Tourism, & Sport Management	2027	x	
Isabel	Logan	Social Work	2028		
Stephen Monroe	Tomczak	Social Work	2028	x	
Gregory	Adams	Sociology	2026	x	

Kristy	Hynes	Inclusive Education & Behavior Science	2027	x	
Douglas	Macur	Theatre	2027		
Tricia	Lin	Women's & Gender Studies	2028	x	
		World Languages & Literatures	2026		
Joan	Weir	SCSU Faculty Senate President	2026	x	
Sandra	Bulmer	Interim SCSU President			
Venezia	Michalson	Chair, Graduate Council		x	
Tricia	Lin	Chair, Graduate Council			
Meredith	Sinclair	Chair, Undergraduate Curriculum Form		x	
William	Moroz	SGA		x	

GUESTS
Trevor Brolliar
Dyan Robinson
Elena Schmitt
Julia Irwin
Robert Yanez
Tracy Tyree
Cathrine Ortegon
Erin Heidkamp

October 15, 2025

Faculty Senate President Joan Weir called the meeting to order at 12:13 p.m. Quorum Confirmed by Shawneen Buckley, Secretary.

Announcements
- Womens and Gender Studies noted upcoming events. See flyers in Documents.

Minutes review/approval:

- Minutes of the previous meeting held on 10/1/2025 were accepted as distributed. **https://inside.southernct.edu/faculty-senate/meetings**

Faculty Senate President's Reports:
- Please access at: **https://inside.southernct.edu/faculty-senate/meetings**

Presidents Report: Joan Weir asked if there were questions/comments
- Discussion: Question to about the details of the discussion regarding the presidential search: Meeting is coming up so Senators should send questions/comments to Joan. Jeff Webb asked what the cost of the failed search was and was told it cost the university $177K for the search. Another question was raised regarding the next search and the cost of that new search. It was not clear if the search firm was paid and therefore will be credited in the future, or if it was indeed paid to the committee. There are many expenses related to searches so a follow-up query was suggested. Jeff Webb had a breakdown of charges of which $161k was for the search firm.
-
Standing Committees

Academic Policy:
-

Finance:
- Retention rate increased,
- Graduate council increased.
- Partnerships discussed
- Fee increases for some departments/programs.
- Business School was under budget and the remaining funds were spent on other buildings.
- Provost Irwin added: BOR has been refusing increased fees for a long time. The fee increases were related to previously approved BOR fees for some departments. Strategy is to look across the system to see if there any standard fees they may consider aligning. Jeff Webb added that they were asked to look at non-system universities also. This may be explored.
-
Personnel Policy
-

Rules:
- The **Rules Committee**, led by **Paul Petrie**, identified the 48-hour rule for agenda distribution as the main reason for postponing the vote.
  - The final packet containing the proposal was posted online but not included in the originally emailed packet.
  - This situation prompted discussions about ensuring consistent compliance with Senate rules on agenda and materials distribution.

Student Policy
- Student opinion surveys data being gathered.

Technology:
- Help desk is returning to campus and will not be outsourced anymore.
- Tricia Lin referenced the change to the help desk being internally handled and expressed support. She asked if this is being motivated by cost savings. This change is related to the student help desk and after -hours help.
- **Trevor Brolliar** explained that faculty calls have always been handled internally during business hours; the change affects student support only
- The outsourced service will remain as overflow support during
- The Senate expressed support given previous dissatisfaction with outsourced services and hopes for improved faculty and student support.
- Comment: John Nwangwu noted his department is not happy about Zoom being eliminated and wanted to share.
- Julia Irwin responded that they hear that this is an issue. The AG will not sign the terms and conditions of the contract with Zoom. This is being discussed.

Special Committees:
UCF:
- The Senate postponed the vote on granting the **Honors Program** a voting seat at the **University Curriculum Forum (UCF)** to allow senators more time to review the proposal and comply with the **48-hour notice rule** for votable items.
- **Meredith Sinclair** explained that UCF approved the Honors Programs request, which would grant one representative and one alternate seat, reflecting the Honors Programs growing role as a general education provider.
  - The vote requires full Senate approval but does not need a formal resolution, simplifying the process.
  - The postponement aligns with procedural clarity and transparency, ensuring senators have adequate time to consider the change.
  - This change reflects UCFs broader inclusivity of academic programs beyond departments, including administrative offices.

Grad Council:
- New date for revisions pushed back to November 3.

Elections:
- None

AAUP Update:

- Contract Negotiations being conducted tomorrow. Consider live streaming and/or going to a watch party.
- Register via the link so it is clear how many people are attending.

Guests:
Julia Irwin: Update on Searches:

- o Four positions for Academic Business Specialists- posted internally, deadline September 19 and no candidates were put forward.
- o Search committee for XXX ADD FROM AI.
- o Comment/questions: Business specialists position shared at a meeting and there was a lot of discussion. What will the these people do? Is it oversight work? It was noted that there is a lack of clerical help, and that given the salary of that position, the university could hire many clerical workers. Also, will these positions be overseeing the budgets above the level of the Deans? Will the Deans have a say about who will be hired into these positions?
- o Response: These Budget specialists are budget neutral and the dollars are from other positions that were eliminated. The intention was to be helpful and to provide support. Could be that you are managing a clinic, etc. There is one person currently doing this work who cannot meet the demands of all of the universities. Each university has different needs and will utilized the person in this role will vary. This person will support any financial thing to make things smooth and transparent. Regarding budgets, these are the responsibility of the Chairs and Deans. They will report to Anita, not the Deans. All the financial documents go through the Deans currently so that aligns with current practice. Where this person is physically located is to be determined by the university (could be in house, or at the system office).
- o Comment: Essentially there will be four people assisting Anita. One question- if this is budget neutral, could those position lines be reconfigured for clerical support
- o Response: Much of the work is related to financial so this position will help with that.
- o The AVP of faculty Affairs is a new position. Like Anita, there are many steps/process that occur that faculty are not aware of. These processes required many individuals in separate spaces and lots of moving parts, with no back ups. The system was not working. The P&T process was impacted from a single point of failure last year that required 12 calendar changes. This was a major impetus for this new position. This person will oversee sabbatial, onboarding, Promotion and Tenure, etc. to be sure these processes move smoothly.
- o Comment: Maria Diamantis noted how highly detailed these processes are. She questioned if that is really a full time position at the VP level.
- o Response: It has to be at a certain level for that person to be responsible for these important processes. There are other things that may come out of this position such as policy review, faculty searches. The bottom line is that we need to be efficient and transparent. This is an opportunity for promotion of faculty as well.

- o Comment: Maria also added that there is a significant need for clerical support in departments.
- o Comment: Johathan Wharton, is on the search committee. Could you expound upon the position responsibilities? What is the difference between this role and HR/AAUP. How might this position be helpful for faculty relations, etc. He noted this role is common at other universities.
- o Response: Julia agreed that this position will work closely with HR and AAUP. Many of these things happen without faculty being aware and these issues are happening often. Calvin has moved to HR and he and Daisy are helping with the onboarding process- hoping that this position will help with this process throughout the year.
- o Comment: Patty Kahlbaugh noted that when "budget neutral is mentioned, that it may be other positions not being filled. (Julia noted that this position was not budget neutral). The problems of this past spring may have been due to the system changes, not necessarily the policies themselves. Re-emphasized the need for other positions in other departments, such as greeters, that might be prioritized. What is the history of these kinds of problems.
- o Response: Love the greeter idea. Maybe can consider at other places. Regarding the P&T process last year and it was a physical process before transitioning to online BB and now Interfolio. The implications are huge if the system fails. This is one portion of the whole when looking at addition this position.
- o Comment: Mike Shea noted that hiring a person and then asking them to do more things than P&T. This position will replace Linda Cunningham's responsibilities. The job description is available. It is partly a problem that this person will be on the administration "side" and needs a person on the faculty side as well. This job is a totally unfamiliar job compared with other institutions. Having an internal person may be optimal.
- o Responses: This person will be hired to look at the process so it is clear, the pieces in place, to be sure it moves forward. They will be sure that every person gets the same fair process. The goal is to be so transparent so everyone can see the process so they feel less nervous. Klay is currently involved currently as the "watch dog". It is an internal posting within the CSU system. The goal is to hire someone who knows what we need to do and what the pain points are. There are many new things that need to be done since it is a big job. It would not be fair to ask a faculty member to do this for like 9 credite.
- o Comment: Natalie Starling noted that this came out of a year-long conversation with many stakeholders. There are many aspects of this including confidentiality that need to be considered. Her goal as a person who helped develop this position, it is an amalgam of many individuals' roles. She confirms what Julia is sharing, and that there are now two AAUP faculty, whereas there were three in the past.
- o Comment: Jeff Webb: the position Klay currently holds will be retained? Does Julia commit to that
- o Response: YES, it may not be Klay thought.

- o Comment: Patty Kahlbaugh notes issues with onboarding new faculty because the person has not been hired, and the department does not find out until it is very late.
- o Response: Julia noted that this is a big part of the problem and that person should examine the process of hiring. She also noted that they have launched faculty searches earler than in the past. An additional note made in how adjuncts are handled who are consistently working for the university.

Erin Heidkamp: Discussion regarding H1B visas with Catherine Ortegon to answer questions.

- o September 19-21 changes to the cost of the H1B rolled out. They are still waiting to find out how this will actually get implemented. It has not gone into effect. Extensions for current H1B holders will not be impacted. There are lawsuits currently, including AAUP, and there is a wait to see what the result of these lawsuits are. Right now, there is no change in how H1B visas are being handled versus 6 months ago. The comment period has ended for this proclamation. They are waiting for the lawsuits to make their way through the courts. Searches underway not are not changed. It is not expected that this change will happen quickly.
  - Question: Do we have numbers now regarding how many students/faculty we have now?
  - Response: Currently we sponsor a 12-15 H1B visa Faculty now- they move people forward to permanent status as quickly as possible.
  - Comment: students are not affected by H1B. Noted that current fees about $2,000. Heard that higher education is exempted from these fees.
  - Response: Historically, they have been exempted from caps, (higher education) however given the approach to higher education currently, Doubt that higher ed will continue to be exempted.
  - Question regarding student impact?
  - Comment: International students enter the US visas get stamped D/S which approves the for the duration of their academic program. This can be extended online in a very simple manner- happens all the time. The policy change will require that students request extension from USCIS to extend. This will be much harder to maintain their immigration status. It becomes much more complicated.
  - Comment: In the 80s. F1 students are matriculated, degree seeking students. The J-1 are exchange students.

Unfinished Business:
None

New Business:
None

Adjournment: The meeting adjourned at 1:58 pm.

Dr. Shawneen Buckley

Secretary

Southern Connecticut State University

MARK YOUR CALENDARS

Women's & Gender Studies Presents

(Re)making the World: A "How-To" Conference on Feminist, Crip, and Decolonial Worldmaking

The 2026 SCSU Women's & Gender Studies Conference is curated to gather communities for a feminist, crip, and decolonial practice of refusal, survival, and worldmaking. In an era of rising authoritarianism, climate catastrophe, and technological dispossession, we ask:

- How do we refuse extractive systems of labor, knowledge, unethical business practices, and identity?
- How do we create alternative economies of care, access, justice, and decolonial businesses?
- How do we unlearn oppressive epistemologies and forge liberatory practices?
- How do we crip, queer, Indigenize, and decolonize institutions and organizations that were not built for us?
- How do we resist algorithmic bias, surveillance capitalism, and technocratic ableism?
- How do we (re)imagine feminist futures?

stay tuned for more info to come!

April 17-18, 2026

www.southernct.edu/wgs
wgs@southernct.edu

TECHNOLOGY & MANUFACTURING GENOCIDE

Dr. Ahlam Muhtaseb

Dr. Muhtaseb is a professor of media studies at California State University, San Bernardino and Senior Justice Fellow at Princeton University. She specializes in digital media and online social movements and is the co-founder of the Gaza xReal project. She has conducted fieldwork in the Palestinian refugee camps in Lebanon, Syria and Palestine and has spent 10 years making an award-winning documentary on the Israeli-Palestinian conflict, 1948: Creation & Catastrophe.

Register here!

OCTOBER 21st
6:00PM
Via Zoom

Sponsored By
CSU Palestine Solidarity Working Group
SCSU Women & Gender Studies
CCSU Social Justice Minor

Academic Policy Committee (APC)

Meeting Minutes:

Updates to Academic Misconduct – timeline, connect with ASC
- Guest visit- to be arranged- still pending

Develop Templates for Evaluation Letters from DECs & Department Chairpersons
- Responses expressed concern that the responsibility of proof would shift towards DEC and Chair rather than candidate. This was not the intention of the template; therefore, the committee will continue its work to revise the language to express the need for assistance with interpretation. The committee appreciates any additional feedback from Senators and department faculty.

Bookstore & Textbook
- This committee will need faculty representation; Maria has offered to serve on the committee. The committee is co-chaired by Rob DeMezzo, Senior Director of Conferences, Events and Student Affairs Auxiliaries and Nina Cotte, Director of SCSU Business Services. Updates on the progress will be communicated to the APC and FS.

Early College Credit
- Director of Early College, Andrew Smyth, attended the meeting. The policy had been revised during the summer. He will look into the process that took place to see which faculty body was involved in the approval process. The changes are completed and do not require further attention from the APC.

Resolution- Graduate Withdrawal Policy
- Resolution being brought forth to the Faculty Senate body for consideration. The resolution is seeking to include a sentence that was inadvertently excluded from the prior resolution which was previously passed by Senate in May 2025.

Date of meeting: 10/22/2025

Finance Committee (FC)

Date of meeting: 10/22/2025
Meeting Minutes:

- Chair informed the committee about what happened at the recent BOR Finance meeting and provided his notes to the committee. The committee discussed the BOR Finance meeting and all agreed to try and attend the upcoming full BOR meeting to see if the BOR Finance motions get passed. (BOR Full Meeting - 10/23 10:00 am online) (Chair indicated he will as FS President if she plans to attend/watch the meeting herself)
- The chair informed the committee of some communication from the CFO on the progress of planning a SCSU Budget meeting. (Dr. Wanjagi reached apologized for the lack of Budget meeting said it will be soon she has been working to try and get a more complete representation from more stakeholders across campus (in addition to FS)).
- The chair reported about reaching out to Ajay about some updated Travel $ budget numbers and they have not been sent yet.
- The committee discussed the P-Card policies on campus and decided to reach out to Nina Cote (working with the CFO) about possibly coming to a future FS Finance meeting to update us on the new policies and policy enforcement about P-Card/$ of searches/Etc. The committee further discussed asking the Senate to submit any policy question they might have.
- The committee is currently monitoring the search process for the new Business Budget Hires.

Date of meeting: 10/22/2025
Meeting Minutes:

- o Evaluator Responsibilities
  - ▪ The committee crafted language for DEC procedures document and conferred with AAUP.
  - ▪ Language reviewed with AAUP: Gary Winfield responded and noted "something like this (and here this specifically) works without violating the CBA. I know it says due process will be afforded the member, but I would ask what that means because it isn't clear to me how due process applies here."
  - ▪ The committee revised language to clarify the reference to "due process" and organize the steps in the process better. Co-chairs will follow up with Gary to ensure that the newly revised language is clearer and still in agreement with the CBA.

- o Discussion of drafting a resolution to address faculty participation in Interfolio administration
  - ▪ Interfolio administration should retain regular oversight by Senate
  - ▪ This resolution would establish faculty senate interfolio coordinator with credit to assist/ provide oversight in administering the process
  - ▪ Current Interfolio Coordinator position ends May 2026.
  - ▪ Despite assurances that the role will continue, formal documentation of faculty oversight is necessary to safeguard shared governance.
  - ▪ Questions were raised about any conflicts of interest that might accompany this position.
  - ▪ How would the situation be handled when the Interfolio coordinator may be undergoing evaluation themselves?
  - ▪ This role possesses high level of access to private, secure documents and retains a large amount of power and control. Is this appropriate for one faculty member to have?
- o Before moving forward, committee would like to have a conversation about alternatives to the Interfolio Coordinator position- do we want to have a small committee oversee? PPC? A Senate officer rather than an appointed role? If it would only be one individual, a backup or alternate might be necessary if there are conflicts of interest. If it's a committee, which committee? And who would take on the role of being the program admin?
- o Suggestion was made that the committee chairs or committee as a whole consult with prior Interfolio coordinators for their perspective, in light of the issues that were raised.

- o **Tabled for Future Discussion**
  - ▪ Renewal procedures document
  - ▪ P&T documents are more clear and detailed about the contents necessary for the file, may need more specific examples of types of documents for renewal
  - ▪ Ambiguous language around disciplinary action- should a statement be added if there is not a record?
  - ▪ Re: renewal docs, it would be helpful to have expectations about statements to write, word counts, what they should address.
  - ▪ Reviewing Interfolio, it is not clear what documentation is required for Renewals.
  - ▪ Committee members should review items in P&T, renewal, and prof. assessment documents – determine what items we might consider for adoption.

- o Professional Assessment document
  - ▪ Clarify what should be in the file, including the category of disciplinary action.

- Should renewal and P&T docs mirror each other, and Prof Assessment be a separate conversation?
- Even Professional Assessment can be a vulnerable thing for programs that are not favored by Admin.
- Committee will review Professional Assessment docs in the future as well.

Date of meeting: 10/22/2025

Meeting Minutes:

- o Began review of governing documents for Faculty Senate, Graduate Council, and University Curriculum Forum, to research the required process for potential merger of the latter two bodies.

Date of meeting: 10/22/2025
Meeting Minutes:

Approval of Minutes

- Met two weeks ago.
- Provided information to the Executive Committee (EC) and received additional time in a follow-up meeting.

Old Business

Student Opinion Survey (SOS) Updates

- Conducted website research on universities similar to ours.
- Concerns were brought forward from the AAUP Committee on Gender and Sexuality.
- Discussion on Departmental Evaluation Committees (DECs):
    - What are departments doing with the SOS information included in faculty files?
- **Student Opinion Survey Administration:** C. Lee oversees this process.
- Agreed that committee efforts should not interfere with the AAUP's ongoing work addressing related concerns.
- Laurie provided an overview of the progression and purpose of the AAUP letter.
- This committee is focusing on how Student Evaluation Instruments (SEIs) are used at the departmental level.
- The committee will **leverage the AAUP letter** as a foundation, recognizing it as a well-constructed resource.
- Proposal to create a **working document** that compiles the data collected from "sister schools."
- Decision to **retain the original document** and generate a **database** of findings.

New Business

- Welcomed new member **Shenira Billups**.

Discussion: Customization and Validation of SOS

- Question raised: *Can we customize or modify the SOS itself?*
    - Concern: If customized too much, would it remain a validated tool?
    - Is the current instrument psychometrically validated?
- Plan to **invite C. Lee to the next meeting** to address these questions.

Potential Questions for C. Lee

1. Can the SOS be customized, and to what extent?
    - Could customization occur at the individual faculty level?
    - Customization may increase faculty buy-in by allowing more control over questions.
2. What are the limitations of the data, and how is it used?
3. How is SOS data utilized by departments and DECs?
4. How do DECs interpret qualitative comments and numerical scores?
5. What evidence of bias is visible in SOS results?
6. How does SOS data affect promotion and tenure processes?

7. How can faculty protect themselves from student bias in evaluations?
8. How are negative comments used in evaluation processes?
9. If SOSs were not a required element in candidate files, how might review processes change?
10. Are DECs inserting qualitative comments from SOSs into their P&T letters, and how impactful is this practice?

Faculty Senate Context

- Example shared from Faculty Senate committee:
  o Questions around how DECs use SOS data to assess instructors.
  o Whether certain "acceptable" average scores exist.
  o How comments are weighed or investigated.

Bias and Fairness Concerns

- Discussion on whether customization could reduce bias—recognition that full elimination of bias is not feasible.
- Acknowledged difficulty in protecting faculty from student bias within current evaluation systems.

Ideas for Increasing Student Participation

- Suggestion: Delay release of grades to encourage completion of surveys.
  o Some noted this may be illegal, though it is policy at many other institutions.
  o Framed as *incentive* rather than *punishment*. (Early release of grades for participation vs. Delayed release for not participating)
- Proposal: Include survey participation expectations in course syllabi—making them part of the course "contract."

Next Steps

- Determine where the AAUP letter has been circulated and appropriate procedures for responding.
- Identify how this committee can **support the contents of the AAUP letter** while continuing to improve SOS participation.
- Begin a **working document** to prepare for the SOS administration meeting with targeted questions.
- Through customization, explore opportunities to make the process more equitable and reflective of diverse teaching contexts.
- Discuss whether the survey can be changed institution-wide without compromising psychometric integrity.
- Consider surveying all DECs to understand:
  o How they interpret SOS data.
  o How decisions differ across departments.
  o What changes could standardize or improve fairness.

Additional Notes

- No weighted rubric is currently used by DECs; practices vary across departments.
- The committee will continue examining the relationship between SOS design, bias, and use in evaluation processes.

Date of meeting: 10/22/2025
Meeting Minutes:
- New Issue:
  - Faculty Senate Webpage & Accessibility
  - Reported on our (Chris & Aashma) meeting with Jian regarding making the Faculty Senate page accessible.
  - The Committee suggests that the Executive Committee address the key decisions for making the webpage accessible.

- On-going Issues:
  - Faculty Inquiry
    - Helpdesk & Blackboard Reports have been resolved for the faculty
    - Blackboard Ultra
  - AI Tools will be turned on for the Ultra Pilot this spring. A consent form will be sent to the members of the pilot to sign.
    - LTECH & IT GOV
  - LTECH, Aashma reported that we will soon be bringing our student Help Desk support in-house, transitioning from Anthology to our own SCSU IT Help Desk team.
  - ITGOV, get update from Doug Macur
    - Grade Appeal Processes & OnBase
  - Eric West is continuing to work on the workflow process
  - Provost has reached out to chairs to inquire about technology usage. The decision for Zoom is unclear.

Undergraduate Curriculum Forum (UCF)

UCF is requesting a vote of the faculty senate to ***change their Constitution to include the Honors College in the UCFs membership***. This requires a change to the UCF Constitution which requires approval of the Faculty Senate.

Summary of the request from the Honors College:

"The Honors College would like membership within UCF as our courses and curricular changes need to be approved by UCF and thus would like a representative to actively attend meetings and support/share/advocate for HC future plans and agendas that accord with HC best practices. Please note, the Honors College currently serves as the general education curriculum for just over 200 students, with a plan to double in five years' time."

UCF voted on the motion which passed 33-0.

SUMMARY OF PROPOSED CHANGES
SABBATICAL LEAVE DOCUMENT

Reinstate instruction to submit entire application, including cover form, as a single document.
In "Dates of Leave Requested" section, replace "From" and "To" fill-in-the-blanks with check-off boxes (Fall, Spring, Full Year).

FCARG (FACULTY CREATIVITY ACTIVITY RESEARCH GRANT) DOCUMENT
Provision allowing understaffed committee (p.1).
Applications made available to Deans, for informational purposes only (p.1).
Revisions to University Grants Committee's applicant ranking process:
Eliminate Level One Review (criteria-less yes/no vote on applications before they enter the pool of applications to be evaluated and ranked by the committee) (p.2);
Eliminate prescribed points system for ranking applications, leaving it to the committee to determine internally its own methods for ranking applications in accordance with the published evaluation criteria (p.2);
Specified information to be included in notification of FCARG awards to applicant and to university (p.3).
Standardization of terminology referring to applications having multiple co-applicants (p.3 ff.)
Modification of award types, restoring $2500 award regardless of type of award (stipend-only, equipment-only ("spending account"), combination (p. 4).
Modification of budgetary information reporting process, moving it out of evaluation stage to after applicant ranking (p. 4).
Moved "proposal checklist" and "final report" instructions out of "Proposal Components" section to appropriate later sections of document (p. 5).

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding:
Revisions to the Sabbatical Leave Document

Whereas,	Southern Connecticut State University exists for the primary purpose of furthering academic excellence;
Whereas,	The SCSU Faculty Senate is the official representative body of the Academic Faculty; and
Whereas,	The Faculty Senate is responsible for making changes to the Sabbatical Leave Procedures for Faculty document and form; now, therefore, be it
Resolved,	That the following revisions to the Sabbatical Leave Procedures for Faculty document and form become effective for academic year 2026-27: Remove language in sections IV.A. and IV.B.1.b. that allows the application form to be submitted separately from the rest of the application materials; In the "Dates of Leave Requested" section, replace "From" and "To" fill-in-the-blanks with check-off boxes (Fall, Spring, Full Year).

Southern CT State University Faculty Creative Activity Research Grants Application Guidelines

Project Performance Period: July 1, 2025 – June 30, 2026
Submit in Kuali Build

General Provisions

These guidelines are intended to guide application and distribution of the research grant fund created by Faculty Senate Resolution S-10-03, Proposal Concerning University Support of Creative Activity, approved April 26, 2010/revised November 9, 2011, and March 26, 2020.

Composition of the University Grants Committee

Faculty Creative Activity Research Grants (FCARG) are screened by a University Grants Committee, comprising 7 elected faculty members: three 3) from the College of Arts and Sciences; one (1) from the College of Education; one (1) from the College of Health and Human Services; one (1) from the School of Business, and one (1) at-large member.
There shall be three alternate members elected by the faculty. Alternates shall take the place of voting members under the following circumstances:
a. when a voting member is applying for a FCARG that year; or,
b. when a voting member resigns; or,
c. under other circumstances, such as prolonged absence, as evaluated by the committee.

In the event that, at the time the committee must begin its work, an insufficient number of faculty members have been elected to fully staff the committee, the committee shall be empowered to conduct its work with fewer than 7 members.

Statement on Applicant Eligibility

FCARG applicants must be tenured or tenure-track members of the faculty and should intend to remain on the faculty for the duration of the grant-supported activity, including the project reporting phase. If the position is vacated during the period of the grant-supported activity, the awardee will be required to repay the grant to the University. Faculty receiving or applying for CSU-AAUP Research Grants are eligible to apply, as are faculty planning sabbatical leaves. A member of the University Grants Committee may not serve on the committee during a year when applying for a FCARG.

A faculty member may apply for a grant while on unpaid leave. However, an awardee who takes unpaid leave for more than one semester during the performance period must apply to the Faculty Senate Executive Committee to be approved to retain the grant. If the member does not apply, or if the Executive Committee denies the request, the member must repay any amount of the grant already received.

Performance Period

Application is made in the fall semester of each *academic* year for grant funding in the *following fiscal* year. The fiscal year is the *performance period*). ~~Applications will be made in the spring AY2024-2025 semester for application for FY2026 funding.~~

Application Availability
Applications shall be made available to the school/college deans for informational, non-evaluative purposes at the time they become available to the FCARG committee.
Guidelines

These guidelines detail the following aspects of the competition: Funding Priorities; Proposal Review Criteria; Procedures for Review of the Proposals by the University Grants Committee; Proposal Components and Rules for Submission; Final Report from awardees and Calendar.

Funding Priorities

The program seeks quality proposals that enhance the educational mission, visibility, and research stature of Southern Connecticut State University. For the purposes of this grant competition a broad definition of research is adopted. Research is defined as any scholarship activity which results in one or more of the following: 1) the <u>creation of new knowledge</u> in a particular discipline, including making connections across traditional fields (i.e., multidisciplinary research); 2) the <u>application of disciplinary/multidisciplinary knowledge, methodologies, and/or insights</u> to problems of individuals or groups in the broader society; 3) the <u>production of creative works</u> in the arts; and 4) <u>research in student learning</u> within a discipline or area of learning. Curriculum development and faculty development projects <u>will not</u> be funded by the FCARG program; projects in those areas are best suited for programs supported under sections 9.6 and 10.6.5 of the CSU-AAUP contract.

In addition, proposals submitted to this research program should take into account one or more of the following aspects of faculty research:
Establish new research (in the broad definition of the previous paragraph) at the university;
Support faculty in the continuation and completion of meritorious research;
Encourage the development of projects with potential for external funding.

Proposal Review Criteria

The University Grants Committee shall use the following criteria to rate the quality and completeness of the proposals submitted:
<u>Significance</u>: Presentation of a well-focused and worthy purpose in the context of previous research.
<u>Work Plan</u>: An appropriate and feasible methodology and a plan of action and/or conditions that will result in the accomplishment of the objectives of the project in the context of the particular area of research. The plan must be appropriate to the nature and area of research described in the proposal and may include a timeline accordingly.
<u>Outcomes</u>: Likelihood of achieving significant outcomes such as publications in refereed journals, conference presentations, performances, exhibitions, or other means of dissemination of research results. Submission of a proposal to an external agency for funding is a legitimate and encouraged outcome.

Procedures for Review of the Proposals by the University Grants Committee

Faculty Creative Activity Research Grant proposals are reviewed by the University Grants Committee in a ~~three-level~~ process that includes ~~screening, scoring,~~ evaluating and ranking the proposals according to the proposal review criteria listed above. ~~evaluating the budget.~~ To ensure that decisions are made based on merit, and not on financial impact, the Committee shall complete ~~screening and scoring~~ evaluation and ranking of applications ~~and then rank them in descending order~~ without considering the award type and budget (if any) submitted as part of the application (see below). Evaluation of budgets for applications with spending accounts shall not take place until after the ranking of applications has been completed, and shall be used only for the purpose of determining how many awards can be granted within the available FCARG funding for the current application cycle.

~~LEVEL-ONE REVIEW (SCREENING)~~

~~After full discussion and deliberation on grant applications using the criteria in Funding Priorities and Proposal Review Criteria, the committee shall conduct an initial yes/no vote on each grant application via secret ballot. Applications receiving a majority "yes" vote in the level-one review ballot shall constitute the pool of applications to be scored and ranked in the level-two review process (described below); applications receiving a majority "no" vote in the level-one review ballot shall be eliminated from further consideration.~~

LEVEL-THREE REVIEW (BUDGET EVALUATION)

After applications have been ranked, the committee shall calculate the cost of each proposal according to the direct expenses listed and the fringe charged for stipends. The fringe rate will be obtained from the Office of the Provost ~~prior to the level-three review~~. The number of awards will be determined by how many applications, in order of rank, can be funded by the amount of the FCARG allocation established annually by the Provost in consultation with the Faculty Senate President.

Procedures for Reporting Award Competition Results

Deans of colleges/schools whose faculty are applying for an FCARG shall have access to the FCARG applications via Kuali Build, for non-evaluative informational purposes only.

The University Grants Committee shall include the following information in the letters to applicants indicating whether or not they have been awarded an FCARG, and the Committee shall report this information to the Faculty Senate, the Provost, and the Faculty Development office:
number of applicants;
distribution of applications by school/college and department;
number of recommended awards;
distribution of awards by school/college and department;
the applicant's ranking among all applicants.

The Faculty Development office shall post to its website annual and aggregated information concerning the first four items in the list above: number of applicants, distribution of applications by school/college and department, number of recommended awards, distribution of awards by school/college and department.

Proposal Components and Rules for Submission

To be considered, grant proposals shall be submitted electronically via the Kuali Build Platform and must contain the following components and adhere to the following rules:

Cover sheet with abstract: Please use the exact format shown in Appendix A.1., which is also a guide for completing the Kuali Build application. This form will route electronically to the attention of each participating faculty member named as a ~~Co-Proposer~~ co-applicant.

Proposal narrative: The narrative shall be organized using headings 1 to 3 of the Proposal Review Criteria (Significance; Work Plan; Outcomes). The narrative should be limited to 1200 words in up to five pages of printed text using Times New Roman 12-point (or equivalent) font, in double-spaced paragraphs and one-inch page margins. For added space allocation permitted in joint proposals please see number 7 below. Cover page, curriculum vita(e), and other appendices do not count towards the narrative word and page limits. To maintain the page limit, appendices with graphics and similar elements are recommended only for cases when they are considered a crucial and necessary part of the application. Additional appendices may be attached at the writer's discretion and should be labeled Appendix B, C, etc. Optional appendices will not be scored, and reviewers will be free to judge their relevance in support of the narrative. Submissions are scored by a group of peer faculty who are not necessarily specialists in the specific discipline of the proposal.

Therefore, the proposal should give enough specific information on the significance of the research and the soundness of the methodology in the context of the particular discipline to allow a reasonable review. A brief outline of related research undertaken by the applicant and/or others will help the reviewers understand the significance of the project.

Award type and budget, where appropriate:

Award type. Awards are given in the amount of $2,500 per proposal. Awards may be received in one of three ways:
as a stipend to support research time,
as a spending account to support research materials, services and/or travel, or
partly as a stipend and partly as a spending account, divided according to figures presented in the proposal.

The proposal must indicate which of the three types of awards is being sought.

Budget. Budgetary information required in the proposal is dependent on the type of award to be received:
For a stipend-only proposal, budgetary information is not required.
For a spending account-only proposal, a simple budget totaling no more than $2,500 is required. The budget must specify item(s) to be purchased, a brief rationale for each item, and the amount to be spent on each item.
For a combined stipend-spending account proposal, a budget, as described above, is required only for the spending-account portion of the requested award.

Two-page curriculum vita(e): Please include brief vita(e) of no more than two pages highlighting educational background, professional experiences, and scholarly accomplishments of participant(s). Curriculum vita(e) in excess of the two-page limit per faculty will be disregarded.

Human subjects and vertebrate animals: Research involving either human subjects or the use of vertebrate animals must be indicated on the proposal cover sheet. Once a project is funded, the awardee(s) must seek approval from the Institutional Review Board (IRB) for human research subjects or the Institutional Animal Care and Use Committee (IACUC) for vertebrate animals. The appropriate committee should be contacted for information on submission procedures and timing. In no case should work with human beings or vertebrate animals as research subjects be undertaken until the proper approval is obtained. The review of the proposal will include notification to the university regarding the need for compliance according to the procedures mandated by the IRB or IACUC. Failure to obtain the proper approval may result in termination of the award and recovery of funding. Letters of approval from the IRB or IACUC must be attached to the final report.

Joint proposal conditions: A joint proposal may be submitted by two or more members of the faculty applicants and may be funded at the standard limit of $2,500 per proposal under the conditions specified above, including the stipulations in the Statement on Applicant Eligibility. A stipend awarded for a joint proposal shall be divided equally between or among the faculty who filed it. Joint proposals must specify the individual contributions and adequate level of participation by each of the faculty members participating in the collaboration. In order to allow space for this description, the five-page proposal limit is increased by one additional page (up to 240 additional words of double-spaced printed text) per additional faculty member participating in the collaboration.

Number of proposals in which a given faculty participates: A faculty member may submit only one proposal (individually or collaboratively) during each application year.

Eligibility note: A faculty member receiving a CSU-AAUP Research grant is eligible to receive a FCARG.

Proposal checklist: For your convenience, a proposal checklist is provided in Appendix A.2. Do not submit this form with your application.

~~Final report: A final report highlighting the scholarly accomplishments resulting from the grant is due 90 days after the completion of the performance period for a funded project. Reports of joint projects must reflect the individual contributions of participating faculty members. Please submit using the reporting form in Kuali Build.~~

Post-Grant-Completion Reporting

Final report: A final report highlighting the scholarly accomplishments resulting from the grant is due 90 days after the completion of the performance period for a funded project. Reports of joint projects must reflect the individual contributions of participating faculty members. For a grant that included spending account expenditures (as opposed to a stipend), the final report must include an accounting of expenditures on the items specified in the proposal. Please submit using the reporting form in Kuali Build.

Important Notices

Proposals failing to adhere to any of the items, 1-~~10~~ 8 above, will not be reviewed. Proposals may not be submitted via email.

For your convenience, a proposal checklist is provided in Appendix A.2. Do not submit this ~~form~~ checklist with your application.

Proposals will not be returned.

Funded proposals may be made available for examination by interested parties.

Please note that these awards must have a performance period of July 1, 2025 to June 30, 2026; please do not propose activities that will take place before or after these dates.

A lack of compliance with programmatic or fiscal reporting requirements related to this program will be handled in accordance with University procedures.

Faculty Creative Activity Research Grants Calendar

By the end of the first week of the fall semester, the Faculty Senate President shall publish a calendar for the current "Application Period," which shall be distributed to the faculty by email and be posted on the Faculty Senate web page.

AY 2024 – 2025 Faculty Creative Activity Research Grants Calendar

Application Deadline
Opens November 15th, 2024 and closes on February 7th, 2025 by 4:00 PM.

Applications shall be submitted online via Kuali Build. *No proposals will be accepted after the closing date and time.*

Committee Recommendations
April 4th, 2025 by 4:00 PM

SCSU University Grants Committee submits recommendations for funding to the Faculty Senate and the University Provost.

Provost's Announcement
April 25th, 2025 by 4:00 PM
SCSU Provost approves recommendations and announces awards.

Final Project Report

By September 30, 90 days after the performance period, the principal ~~contact~~ applicant for each project shall submit electronically a report describing the results of the research, including the contributions of each participating faculty member; reports will be sent to the Office of Faculty Development.

Appendix A1: Faculty Creative Activity Research Grant (FCARG) Proposal Kuali Build Instructions
The form shown below can be found here: FCARG Application. *The live application form will show the correct funding period dates. Below is only a preview.*
The application in Kuali Build is meant to function as your Cover Sheet. The first portion of the form collects information on your name, department, the dollar value being requested, whether or not the work is for a joint proposal, and the disciplinary grouping. Selecting "Yes" for the question "Is this a Joint Proposal"? will cause additional fields to appear.

Southern Connecticut State University

Faculty Creative Activity Research Grant (FCARG) Proposal - FY2024 funding

This application is for a project period July 1, 2023 through June 30, 2024.

Cover Sheet

Project Lead *	Faculty Rank *	Email	Department *
type last name, then select from list		email will display automatically when project lead is selected	begin typing department name, then select from list

Funding Request *	Is this a joint proposal? *
$	○ Yes ◉ No

Please mark the one disciplinary grouping in which this project best fits (for informational purposes only): *

☐ Fine Arts and Humanities
☐ Life and Physical Sciences, Mathematic
☐ Social Sciences, Business and Education
☐ Computer Science, Engineering and Technology

The next section of the cover sheet requests information related to Research Compliance. Selecting "Yes" for either of the questions will cause additional information to appear related to necessary committee approvals prior to the start of your work.

Research Compliance

Does your research involve vertebrate animals? *	Institutional Animal Care and Use Committee Chairperson: Dr. Miranda Dunbar dunbarm1@southernct.edu
◉ Yes ○ No	Use Kuali Protocols for online submissions of all new requests for use of vertebrate animals, annual reviews of animal protocols, changes to an approved animal protocol, and qualifications of personnel

Does your research involve human beings as research subjects? *
○ Yes
○ No

The title, abstract, proposal components (*CVs for ~~Co-Proposers~~ co-applicants are provided in the section above, as they are named*), and appendices are provided in the section at the bottom of the form.

Project Title & Abstract

Project Title: *

Abstract: *
(LIMIT: 100 words)

Project Narrative & Attachments

Project Narrative *	Curriculum Vitae *	Budget Form *
Select a File	Select a File	Select a File

Optional Appendices

Appendix A	Appendix B	Appendix C	Appendix D	Appendix E
Select a File	Select a File	Select a File	Select a File	Select a File

There are several options on the right-hand menu [at the top of the page] when you have finished working on the application: Submit, Save, or Discard

G) Proposal - FY2024 funding

2023 through June 30, 2024.

Department *
begin typing department name, then select from list

display
ally when project
ected

bint proposal? *

s (for informational purposes only): *

Actions

Submit

Save

Discard

'Submit' will send the form and attachments forward for final acceptance and processing. You will receive an email notification when this proposal is received and approved, OR if it is incomplete and is denied.

'Save' will not submit the form, and a draft will be accessible to you when you revisit the Kuali Build Home Page. To return to your drafted applications that have not yet been submitted and continue editing them, please select 'My Documents.'

There will be a space under this tab to select between 'Submitted' and 'Drafts.'
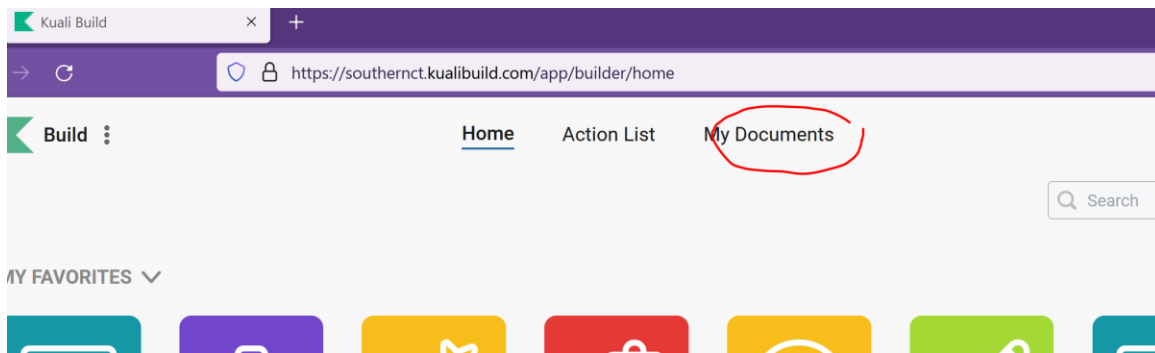
Select 'Discard' only if you wish to clear the application form and start over.

After you hit 'Submit,' the proposal will be sent to your ~~Co-Proposers~~ co-applicants and the Office of Sponsored Programs and Research. The application will then appear under the 'Submitted' list in your 'My Documents' tab.

It will show as being 'In Progress,' similar to what is shown in the screenshot below; this means that it is awaiting a team or staff member's attention. *You do not have to resubmit the application or take any action.*

Is this a joint proposal?	Workflow Status
Yes	IN PROGRESS

Appendix A.2: PROPOSAL CHECKLIST

Please utilize the following checklist to ensure that all critical parts of the application have been included in the following order and within the basic guidelines:

☐
Cover Sheet
All the following boxes in Kuali Build are marked appropriately
Is this a Joint Application?
What research category are you applying for?
IRB/IACUC statement boxes
Abstract is 100 words or less
The form names all ~~Co-Proposers~~ co-applicants and receives their electronic approval within the Kuali Build workflow

☐
Narrative
Text is double-spaced, in Times New Roman 12-pt or equivalent font, with 1" margins.
The narrative is no longer than 1200 words (for joint proposals, up to 240 additional words in one page are permitted per additional participating faculty member).
The narrative includes the following sections: Significance, Work Plan, and Outcomes. For joint proposals, an additional double-spaced page is permitted per participating faculty member.
The required headings are used to organize the narrative (Significance, Work Plan, and Outcomes).

☐
Curriculum vita(e)
Vita is no more than 2 pages per applicant

☐
Budget Upload: Amount to be received by stipend (must be divided equally amount recipients)

Recipient	Name	Amount
Principal ~~contact~~ applicant		
~~Co-Proposer~~ Co-applicant 1		
~~Co-Proposer~~ Co-applicant 2		
	TOTAL	

☐
Spending Account Budget
For a stipend-only proposal, budgetary information is not required.
For a spending account-only proposal, a simple budget totaling no more than $2,500 is required. The budget must specify item(s) to be purchased, a brief rationale for each item, and the amount to be spent on each item.
For a combined stipend-spending account proposal, a budget, as described above, is required only for the spending-account portion of the requested award.

FCARG Budget		
Spending Account Item(s)	Amount	Rationale

TOTAL		

☐

Appendices (optional, please label Appendix B, C, etc. as needed)
All optional appendices should follow the vita(e)

☐

Submission of proposal
Applications shall be submitted online using the Kuali Build form.

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding:
Revisions to the Change to the Faculty Creative Activity Research Grants (FCARG)
document and forms

Whereas,	Southern Connecticut State University exists for the primary purpose of furthering academic excellence;
Whereas,	The SCSU Faculty Senate is the official representative body of the Academic Faculty; and
Whereas,	The Faculty Senate is responsible for making changes to the Faculty Creative Activity Research Grants (FCARG) document and forms; now, therefore, be it

Resolved,	That the following revisions to the FCARG document and forms become effective for academic year 2026-27:
	
	1. Provision allowing understaffed committee (p.1).
	
	2. Applications made available to Deans, for informational purposes only (p.1).
	
	3. Revisions to University Grants Committee's applicant ranking process:
	
	    a. Eliminate Level One Review (criteria-less yes/no vote on applications before they enter the pool of applications to be evaluated and ranked by the committee) (p.2);
	
	    b. Eliminate prescribed points system for ranking applications, leaving it to the committee to determine internally its own methods for ranking applications in accordance with the published evaluation criteria (p.2);
	
	4. Specified information to be included in notification of FCARG awards to applicant and to university (p.3).
	
	5. Standardization of terminology referring to applications having multiple co-applicants (p.3 ff.)
	
	6. Modification of award types, restoring $2500 award regardless of type of award (stipend-only, equipment-only ("spending account"), combination (p. 4).
	
	7. Modification of budgetary information reporting process, moving it out of evaluation stage to after applicant ranking (p. 4).
	
	8. Moved "proposal checklist" and "final report" instructions out of "Proposal Components" section to appropriate later sections of document (p. 5).

Course Withdrawal Policy for Undergraduate and Graduate Students

Students considering a course withdrawal should confer with their instructor and academic advisor to understand their class progress and any alternatives for successful course completion prior to making this important decision.

To receive a withdrawn 'W' grade, students must withdraw from courses prior to the end of the 12th week of classes (for classes scheduled in shorter terms see the withdrawal deadlines on the academic calendar). The withdrawal is effective upon the date submitted by the student.

This grade, 'W', has no impact on the grade point average (GPA); however, a 'W' may impact enrollment status, satisfactory academic progress (SAP) for financial aid, and registration for future semesters if the withdrawn course is a prerequisite. Students must withdraw by the refund deadline for any refund of tuition and fees to apply.

Once the course withdrawal is received by the Registrar's office, an automatic email communication will be sent to the students to facilitate a 2-day period for advising/intervention. If a student feels the withdrawal was made in error, they may request reinstatement with the Registrar's Office within 2 business days from the notification date.

Late Course Withdrawal

Students may request a Late Course Withdrawal from their instructor prior to final exam week in the fall and spring semesters, or up to the last day of classes in the summer and winter sessions.

If a student misses any deadline stated above due to extraordinary circumstances, please contact the Dean for the college or school where the course is offered to discuss any late changes to enrollment.

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding:
Revisions to the Course Withdraw Policy for Undergraduate and Graduate Students

Whereas,	Southern Connecticut State University exists for the primary purpose of furthering academic excellence;
Whereas,	The SCSU Faculty Senate is the official representative body of the Academic Faculty; and
Whereas,	The Faculty Senate is responsible for making changes to the Academic Policies now, therefore, be it
Whereas,	Revising the Course Withdrawal policy will provide undergraduate and graduate students with increased clarity; now therefore, be it
Resolved,	That the existing Course Withdrawal Policy for Undergraduate and Graduate students be amended to include the sentence indicated below in green font color, and furthermore, be it
Resolved,	That effective date for the Course Withdrawal Policy shall be the Spring semester of 2026.