

Southern Connecticut State University  
**FACULTY SENATE**

APPROVED MINUTES OF MAY 6, 2020

<https://inside.southernct.edu/faculty-senate/meetings>

The 14<sup>th</sup> meeting of the Faculty Senate AY 2019-2020 was held on May 6, 2020, at 12:10 p.m. via WebEx.

Attendance

|   |   |  |  |   |  |
|---|---|--|--|---|--|
| Dave Allen<br><i>Accounting</i><br>10/14                                  | Matthew Ouimet<br><i>Counseling</i><br>14/14                                  | Sandip Dutta<br><i>Finance</i><br>8/14   | Robert Forbus<br><i>Marketing</i><br>10/14                 | David Pettigrew<br><i>Philosophy</i><br>11/14                               | Angela Lopez-Velasquez<br><i>Special Education</i><br>12/14                    |
| William Farley<br><i>Anthropology</i><br>10/14                            | Natalie Starling<br><i>Counseling &amp; School Psychology</i><br>14/14        | Peter Latchman<br><i>Health &amp; Movement Sciences</i><br>12/14                           | Joe Fields<br><i>Mathematics</i><br>13/14                  | Binlin Wu<br><i>Physics</i><br>9/14   | Douglas Macur<br><i>Theatre</i><br>10/14                                       |
| Jeff Slomba<br><i>Art</i><br>13/14  | Beena Achhpal<br><i>Curriculum &amp; Learning</i><br>10/14                    | Robert Gregory<br><i>Health &amp; Movement Sciences</i><br>13/14                           | Klay Kruczek<br><i>Mathematics</i><br>14/14                | Jon Wharton<br><i>Political Science</i><br>12/14                            | Luke Eilderts<br><i>World Languages &amp; Literatures</i><br>14/14             |
| Kevin Siedlecki<br><i>Athletics</i><br>13/13                              | Maria Diamantis<br><i>Curriculum &amp; Learning</i><br>13/14                  | Tom Radice<br><i>History</i><br>14/14  | Jonathan Irving*<br><i>Music</i><br>0/14                   | Michael Nizhnikov<br><i>Psychology</i><br>10/14                             |  |
| Sarah Crawford<br><i>Biology</i><br>11/14                                 | Dushmantha Jayawickreme<br><i>Earth Science</i><br>14/14                      | Darcy Kern<br><i>History</i><br>9/14   | Frances Penny<br><i>Nursing</i><br>13/14                   | Kate Marsland<br><i>Psychology</i><br>13/14                                 | Deborah Weiss<br><i>Faculty Senate President</i><br>14/14                      |
| Mina Park<br><i>Business Information Systems</i><br>11/14                 | Sanja Grubacic<br><i>Economics</i><br>11/14                                   | Yan Liu<br><i>Information &amp; Library Science</i><br>8/14                                | Joanne Roy*<br><i>Nursing</i><br>5/6                       | William Faraclas<br><i>Public Health</i><br>13/14                           | Cindy Simoneau<br><i>Undergraduate Curriculum Forum</i><br>13/14               |
| Jeff Webb<br><i>Chemistry</i><br>14/14                                    | Peter Madonia<br><i>Educational Leadership</i><br>7/14                        | Jerry Dunklee<br><i>Journalism</i><br>14/14  | Obiageli Okwuika<br><i>Part-time Faculty</i><br>12/14      | Michael Dodge<br><i>Recreation, Tourism &amp; Sport Management</i><br>12/14 | Cynthia O'Sullivan<br><i>Graduate Council</i><br>9/14                          |
| Barbara Cook<br><i>Communication Disorders</i><br>14/14                   | Mike Shea<br><i>English</i><br>13/14  | Parker Fruehan<br><i>Library Services</i><br>14/14   | VACANT<br><i>Part-time Faculty</i>                         | Paul Levatino<br><i>Social Work</i><br>12/14                                | Aidan Coleman<br><i>Student Government Association</i><br>11/14                |
| Derek Taylor<br><i>Communication, Media &amp; Screen Studies</i><br>13/14 | Paul Petrie<br><i>English</i><br>14/14  | Jacqueline Toce<br><i>Library Services</i><br>14/14  | Mary Ellen Minichiello<br><i>Part-time Faculty</i><br>9/14 | Stephen Monroe Tomczak<br><i>Social Work</i><br>14/14                       | Dr. Joe Bertolino<br><i>SCSU President</i>                                     |
| Mohammad T. Islam*<br><i>Computer Science</i><br>7/14                     | Matthew Miller<br><i>Environment, Geography &amp; Marine Studies</i><br>14/14 | Carol Stewart<br><i>Management, International Business &amp; Public Utilities</i><br>10/14 | Walter Stutzmann<br><i>Part-time Faculty</i><br>13/14      | Cassi Meyerhoffer*<br><i>Sociology</i><br>2/6                               |  |
| <u>Guests:</u><br>R. Prezant (Provost)<br>S. Bullmer (Dean, HHS)          | I. Crawford (AA)<br>E. Durnin (Dean, BUS)<br>S. Hegedus (Dean, EDU)           | M. Kingan (VP IA)<br>M. Vancour (HHS)<br>B. Kalk (Dean, A&S)                               | H. Marx (EDU)<br>T. Tyree (VP SA)<br>C. Hlavac (A&S)       | T. Broliar (IT)<br>M. Singh (Dean, Grad)<br>K. Martinez (NUR)               | B. Zamfir (Ed/Assistive Tech)<br>D. Reiman (VP CIO)<br>J. Tetreault (Dean, SA) |

An asterisk denotes an absence. Overall attendance recorded below each member.

Faculty Senate President D. Weiss called meeting to order at 12:10 p.m.

- I. Elections (K. Kruczek)
    - A. Faculty Senate President
      - i. K. Kruczek **moved to open nominations** for President of the Faculty Senate.
        - 1. J. Dunklee **nominated** D. Weiss. Seconded. D. Weiss accepted the nomination.
        - 2. J. Webb **nominated** R. Gregory. R. Gregory declined the nomination.
      - ii. With no further nominations, K. Kruczek **closed the nominations**.
      - iii. D. Weiss **elected** Faculty Senate President for AY 2020-2021.
    - B. Faculty Senate Treasurer
      - i. K. Kruczek **moved to open nominations** for Faculty Senate Treasurer.
        - 1. C. Steward **nominated** W. Faraclas. Seconded. W. Faraclas accepted the nomination.
      - ii. J. Dunklee **moved to close nominations**. Seconded. With no objections heard, nominations **closed**.
      - iii. W. Faraclas **elected** Faculty Senate Treasurer for AY 2020-2021.
  - II. Minutes of the previous meeting held on April 29, 2020 were accepted as distributed. <https://inside.southernct.edu/faculty-senate/meetings>
  - III. Announcements
    - A. D. Pettigrew: First Thursdays “Quarantine Edition” will be held via Zoom April 30 from 5:30-6:30.
    - B. D. Weiss: Acknowledged J. Dunklee’s years of service. Thanked members of the Senate and the Executive Committee; thanked mentors W. Faraclas and M. Diamantis; thanked T. Brolliar and K. Musmanno.
  - IV. President’s Report: <https://inside.southernct.edu/faculty-senate/meetings>
  - V. Standing Committees:
    - A. Elections (K. Kruczek): Referendum on the revisions to the Faculty Senate Constitution **were approved**.
      - i. Tally
        - 1. Total votes..... 201
          - a. Yes ..... 193
          - b. No ..... 8
- VI. Special Committees
  - A. UCF (C. Simoneau): Working with I. Crawford and A. Carrol on policy for pass/fail for transfer students.
  - B. Graduate Council (C. O’Sullivan): Policy and Procedure committee has requested fees for ProQuest be waived or covered by the University this semester only.

VII. New Business

- A. D. Weiss moved to **suspend the rules and bring before the body the resolution Regarding Digital Evaluation Files and Paper Applications.** Hearing no objections, the motion was approved.
- B. The Faculty Senate Executive Committee **moved to approve the resolution Regarding Digital Evaluation Files and Paper Applications.**
  - i. J. Dunklee **moved to call the previous question.** Motion **seconded.** No objection.
  - ii. Vote tally
    - 1. Yes ..... 40
    - 2. No ..... 2
  - iii. Motion to approve the resolution **passes.**
- C. Faculty Senate Executive committee **moved to approve the Resolution Regarding Course Caps.**
  - i. P. Fruehan **moved to call the previous question.** Motion **seconded.** No objection.
    - 1. Vote tally
      - a. Yes ..... 34
      - b. No ..... 9
    - 2. Motion to approve the resolution **passes.**
  - b. Personnel Policy committee and the Executive committee **moved Resolution Regarding Reassigned Time for Research.**
    - i. P. Levatino **moved to postpone the question indefinitely.** Motion **seconded.**
      - 1. Vote tally
        - a. Yes ..... 21
        - b. No ..... 26
      - 2. The motion **fails.**
    - ii. J. Dunklee **moved to call the previous question.** Motion **seconded.**
      - 1. Vote tally
        - a. Yes ..... 19
        - b. No ..... 27
      - 2. The motion **fails.**
    - iii. P. Fruehan **moved to re-commit the motion to the Personnel Policy committee.** Motion **seconded.**
      - 1. Vote tally
        - a. Yes ..... 31
        - b. No ..... 8
      - 2. Motion to commit **approved.**
    - iv. D. Weiss alerted Faculty Senate members to monitor their email for the announcement of a special meeting before the end of the semester.

VIII. P. Prezant thanked the Faculty Senate for their good work on behalf of our students during this difficult semester. Committees are working diligently on our COVID-19 response, and decisions will be data driven. Shared that we will make it through this!

IX. Adjournment

A. Adjourned at 2:09 p.m.

---

L. Eilderts  
Secretary

Resolution Regarding Digital Evaluation Files and Paper Applications

**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**

**RESOLUTION REGARDING DIGITAL EVALUATION FILES AND PAPER APPLICATIONS**

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;

Whereas, The extenuating emergency circumstances caused by COVID-19 have resulted in closure of the SCSU campus and changes in the way pedagogy and routine business are being conducted during Spring 2020;

Whereas, There is uncertainty regarding whether the campus will be open or available for access in the fall 2020 semester;

Whereas, The submission of paper evaluation files and other paper applications, e.g., sabbatical applications, has been our modus operandi, until the limited pilot project of digital evaluation file submission during AY 2019-2020;

Whereas, Utilization of paper files and applications requires a greater necessity for human contact at a time when the campus may still need to limit such contact, and can increase the likelihood of passing pathogens through the handling of paper files; and

Whereas, The pilot project of digital evaluation file submission during AY 2019-2020 is in the process of being completed successfully and we have the knowledge and tools needed for successful digital evaluation file submission and review; now, therefore, be it

Resolved, That beginning in AY 2020-2021, all evaluation files shall be submitted only through the digital process; and be it further

Resolved, That arrangements be made for all paper evaluation files currently in the possession of the Administration to be returned to faculty members by no later than May 31, 2020, recognizing the importance of these files being in faculty possession in order to enable them to prepare their digital files; and be it further

Resolved, That the use of paper applications, such as those utilized to apply for sabbatical leave shall be discontinued beginning in AY 2020-2021 and applications shall be submitted through a digital process to be designed and approved by the Faculty Senate.

Resolution Regarding Course Caps

**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**

**RESOLUTION REGARDING COURSE CLASS ENROLLMENT CAPS FOR FALL 2020**

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;

Whereas, The extenuating emergency circumstances caused by COVID-19 will result in changes in the way pedagogy and routine business will be conducted during Fall 2020 under any of the models currently under consideration and discussion including, but not limited to, on-ground classes, hybrid classes, all online classes, delay in start of the fall semester;

Whereas, On-ground classes for the fall (if held), will require social distancing; and

Whereas, The majority of current online and hybrid courses are limited to a class cap of no more than 20-25 students to ensure that best pedagogy and delivery practices and to maximize the opportunity for student success; now, therefore, be it

Resolved, That the enrollment cap for fall 2020 classes be capped at no more than 25 students per class; and be it further

Resolved, That modifications be made to existing class enrollment caps in an expedient manner in order to avoid disruption at a later date to the extent possible; and be it further

Resolved, That departments may choose to offer selected courses with more than 25 students per class when it is otherwise not feasible to adhere to this cap; and be it further

Resolved, That adequate resources be provided for faculty training for teaching online courses during the remainder of the semester and during the summer months to ensure that faculty are able to provide courses that are cohesive, well-designed, and effective and that are matched to the learning needs of our students.