

Southern Connecticut State University

FACULTY SENATE

October 14, 2020 | 12:10 p.m. | WebEx

To join the meeting, please click [here](#) to be connected via WebEx.

Alternatively, copy and paste this link:

<https://southernct.webex.com/southernct/j.php?MTID=mb5b9c5215592e52ec6a2f6789c166c35>

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Southern Connecticut State University
FACULTY SENATE

AGENDA

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- I. Announcements Relevant to the Faculty Senate
- II. Approval of Minutes of Previous Meeting held on September 30, 2020
- III. Faculty Senate President's Report
- IV. Reports of Faculty Senate Standing Committees
 - a. Academic Policy
 - b. Elections
 - c. Finance
 - d. Personnel Policy
 - e. Rules
 - f. Student Policy
 - g. Technology
- V. Reports of Faculty Senate Special Committees
 - a. UCF
 - b. Graduate Council
- VI. Unfinished Business
- VII. New Business
- VIII. Guest Speakers

Fall 2020 meetings: September 2, September 16, September 30, October 14, October 28, November 11, December 2.

Spring 2021 meetings: January 27, February 10, February 24, March 10, March 31, April 14, April 28, May 5.

Southern Connecticut State University

FACULTY SENATE

UNAPPROVED MINUTES OF SEPTEMBER 30, 2020

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

The Second Meeting of the Faculty Senate AY 2020-2021 was held on September 30, 2020, at 12:10 p.m. via WebEx.

Attendance

Dave Allen <i>Accounting</i> 3/3	Matthew Ouimet <i>Counseling</i> 3/3	Sandip Dutta <i>Finance</i> 3/3	Atul Kulkarni <i>Marketing</i> 3/3	Rex Gilliland <i>Philosophy</i> 3/3	Angela Lopez-Velasquez <i>Special Education</i> 3/3
William Farley <i>Anthropology</i> 3/3	Natalie Starling <i>Counseling & School Psychology</i> 3/3	Lawrence Brancazio <i>Health & Movement Sciences</i> 3/3	Joe Fields <i>Mathematics</i> 3/3	Binlin Wu <i>Physics</i> 3/3	Douglas Macur <i>Theatre</i> 3/3
Jeff Slomba <i>Art</i> 3/3	Beena Achhpal <i>Curriculum & Learning</i> 3/3	Robert Gregory <i>Health & Movement Sciences</i> 3/3	Klay Kruczek <i>Mathematics</i> 3/3	Jon Wharton <i>Political Science</i> 3/3	Luke Eilderts <i>World Languages & Literatures</i> 3/3
Kevin Siedlecki <i>Athletics</i> 3/3	Maria Diamantis <i>Curriculum & Learning</i> 3/3	Troy Paddock <i>History</i> 3/3	Jonathan Irving <i>Music</i> 3/3	Michael Nizhnikov* <i>Psychology</i> 1/3	
Sean Grace <i>Biology</i> 3/3	Dushmantha Jayawickreme <i>Earth Science</i> 3/3	Darcy Kern <i>History</i> 3/3	Frances Penny* <i>Nursing</i> 0/3	Kate Marsland <i>Psychology</i> 3/3	Deborah Weiss <i>Faculty Senate President</i> 3/3
Mina Park <i>Business Information Systems</i> 3/3	Sanja Grubacic <i>Economics</i> 3/3	Yan Liu <i>Information & Library Science</i> 3/3	Kelly Martinez <i>Nursing</i> 3/3	William Faraclas <i>Public Health</i> 3/3	Cindy Simoneau <i>Undergraduate Curriculum Forum</i> 3/3
Jeff Webb <i>Chemistry</i> 3/3	Peter Madonia <i>Educational Leadership</i> 3/3	Cindy Simoneau <i>Journalism</i> 3/3	Obiageli Okwuka <i>Part-time Faculty</i> 3/3	Michael Dodge <i>Recreation, Tourism & Sport Management</i> 3/3	Meredith Sinclair <i>Undergraduate Curriculum Forum</i> 3/3
Barbara Cook <i>Communication Disorders</i> 3/3	Mike Shea <i>English</i> 3/3	Patrick Crowley <i>Library Services</i> 3/3	Mary Ellen Minichiello <i>Part-time Faculty</i> 2/3	Sebastian Perumbilly <i>Social Work</i> 3/3	Cynthia O'Sullivan <i>Graduate Council</i> 3/3
Derek Taylor <i>Communication, Media & Screen Studies</i> 3/3	Paul Petrie <i>English</i> 3/3	Jacqueline Toce <i>Library Services</i> 3/3	VACANT <i>Part-time Faculty</i>	Stephen Monroe Tomczak <i>Social Work</i> 3/3	Aidan Coleman <i>Student Government Association</i> 3/3
Alaa Sheta <i>Computer Science</i> 3/3	Matthew Miller <i>Environment, Geography & Marine Studies</i> 3/3	Carol Stewart <i>Management, International Business & Public Utilities</i> 3/3	VACANT <i>Part-time Faculty</i>	Adam Pittman <i>Sociology</i> 2/2	Dr. Joe Bertolino <i>SCSU President</i> 3/3
<u>Guests:</u> R. Prezant (Provost) J. Edstrom (EM)	B. Kalk (Dean A&S) T. Milburn (AA) C. Hlavac (A&S)	M. Singh (Dean, Grad) S. Bulmer (Dean HHS)	J. H. Kim (MIB & PU) M. Rozewski (EVP)	M. Vancour (HHS) T. Bennett (A&S)	

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

Faculty Senate President D. Weiss called the 3rd meeting of the Faculty Senate to order at 12:10 p.m.

- I. Announcements
 - A. M. Shea: Acknowledged the good work being done at Southern by students, staff, and faculty in responding to the COVID-19 pandemic.
 - B. K. Kruczek: Voting in the all-university elections closes October 9.
- II. Minutes of the previous meeting held on September 16, 2020 were accepted as corrected.
<https://inside.southernct.edu/faculty-senate/meetings>
- III. President's Report
<https://inside.southernct.edu/faculty-senate/meetings>
- IV. Faculty Senate Standing Committee Chairpersons
 - A. Academic Policy (P. Petrie): Minutes received. No additional report.
 - B. Elections (C. Simoneau): Minutes received. No additional report.
 - C. Finance (W. Faraclas): Minutes received.
 - i. The Faculty Creative Activity Travel Fund was used in its entirety.
 - ii. Carryover funds for Full-time travel
 - 1. \$181,213 Rollover from FY 20
 - 2. 11,258 Encumbered: may be added to rollover (\$192,471)
 - iii. Carryover funds for Part-time travel
 - 1. \$5,713 Rollover from FY 20
 - 2. 534 Encumbered: may be added to rollover (\$6,247)
 - D. Personnel Policy (N. Starling): Minutes received. No additional report.
 - E. Rules (R. Gregory): Minutes received. No additional report.
 - F. Student Policy (K. Marsland): Minutes received. No additional report.
 - G. Technology (J. Fields): Minutes not received. No additional report.
- V. Special Committees
 - A. UCF (C. Simoneau): Shared the UCF statement on course caps with Deans and chairs of departments.
 - B. Graduate Council (C. O'Sullivan and M. Diamantis)
 - i. GC members collaborating and contributing to the strategic plan for the School of Graduate and Professional Studies (expected December 2020). Survey will be distributed seeking feedback in the next few weeks.
 - ii. A new tracker has been added to confluence, similar to that used by the UCF.
 - iii. Ongoing discussion over the use of Zoom.
 - iv. Discussion over lowering the grade threshold for transfer courses from B to C.
- VI. Update from Academic Affairs (R. Prezant).
 - A. A. Coleman: SGA is not in favor of the decision to allow residential students to register before other students and requested Senate assistance with this issue.
 - B. J. Edstrom: Explained how Enrollment Management arrived at this registration proposal. Shared that there are additional parameters that can be added to the registration process (e.g. residential students could be given priority for on-campus courses only; residential students would still be grouped with their class, with priority within their class).
 - C. Discussion continued among Senators.

VII. New Business

- A. W. Faraclas **moved to approve** the resolution Regarding Faculty Creative Activity Travel Funds for FY 21.
 - i. J. Webb **moved to amend** the resolution to read:
 - 1. Resolved, That this action shall be for this fiscal cycle only, and shall not prejudice the resumption of funding in the following fiscal **years**.
 - 2. **Motion seconded.**
 - 3. With **unanimous consent** the motion to amend the resolution was **approved.**
 - ii. Motion **to approve the resolution as amended:**
 - 1. Vote tally.
 - a. Yes 38
 - b. No3
 - i. Motion **approved.**
- B. D. Weiss introduced a discussion regarding the pass/fail grading policy as requested by A. Carroll, University Registrar.
 - i. While many Senators agreed that making the process more efficient would be welcome, many also raised concerns over removing approval by the student's advisor. Discussion will continue.

VIII. Guests

- A. M. Rozewski, Executive Vice-President for Finance.
 - i. Presented an overview of the current financial status of the University and answered Senators' questions.

IX. Adjournment

- A. Meeting adjourned at 1:59 p.m.

L. Eilderts
Secretary

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

RESOLUTION REGARDING FACULTY CREATIVE ACTIVITY TRAVEL FUNDS FOR FY 21

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, SCSU is experiencing an unprecedented financial shortfall precipitated by the effect of the SARS-CoV-2 pandemic on enrollment, use of residence halls and purchase of cafeteria meal plans;

Whereas, the University's *Reopening 2020* guidelines specify that "University-sanctioned domestic and international travel will not be permitted for faculty, staff, and management" with the exception of "travel deemed critical for maintaining the daily operations of the University";

Whereas, the abrupt interruption of travel during the spring and summer of 2020 resulted in a substantial amount of unused contractually-provided travel funds during the last fiscal year, which will roll-over into the contractual travel fund for this year;

Whereas, the faculty is committed to finding effective ways to address the budget deficit that will maintain appropriate support for the institution's academic mission and working conditions through shared governance approaches; now, therefore, be it

Resolved, That for the good of the University, the anticipated allocation of \$85,000 to the Faculty Creative Activity Travel Fund for faculty travel be suspended for the current fiscal year; and be it further

Resolved, That suspension of this allocation shall not affect the allocation of \$85,000 to the Faculty Creative Activity Research Grants fund; and be it further

Resolved, That this action shall be for this fiscal cycle only, and shall not prejudice the resumption of funding in the following fiscal years.

Minutes of the Standing Committees

Academic Policy Committee (APC)

APC MINUTES 10/7/2020

Present: Allen, Crowley, Gilliland, Jayawickreme, Kulkarni, Perumbilly, Petrie (chair), Siedlecki

- Progress reports on upcoming P&T focus groups w/AAUP, department chairs, DEC's.
- Initial discussion of focus group results from Provost's Council (10/1) and recently tenured faculty (9/19)
- Initial discussion of procedures for evaluating data, reporting results, and making recommendations to Senate when focus groups have been completed

Respectfully Submitted,

Paul R. Petrie

Elections Committee (EC)

Elections Committee
Wednesday, Oct. 7, 2020

No meeting

University-wide elections completed Oct. 9.
Results pending.

Finance Committee (FC)

Personnel Policy Committee (PPC)

**FACULTY SENATE
PERSONNEL POLICY COMMITTEE**

Minutes
October 7, 2020

Teams Meeting

Members: Toce, Jacqueline; Slomba, Jeffrey; Lopez-Velasquez, Angela; Tomczak, Stephen; Shea, Michael; Kelly Martinez; Pittman, Adam; Starling, Natalie (chair; absent)

12:10

Approval of Minutes: PPC approved minutes from 9/23/20.

ANNOUNCEMENTS/NEW BUSINESS:

Following communications among the chairs of the APC, Rules, PPC and FS President Deb Weiss that focused upon how to divide the work related to P & T, R, the PPC began work on P & T, R documents with an understanding that, at some point, joint committee meetings may be important.

The PPC is planning to conduct a review of existing documents and line-by-line editing that needs immediate clarification. Deb Weiss and the Rules Committee started this process and these related materials were shared with the PPC. Following this work, the PPC is planning to work on updating the guidebooks, as alignment is needed with P & T, R guidelines.

The PPC started making edits to the P&T Procedures document (dated 4/8/2020 by Rules Committee). The PPC began this process by creating a compilation of those comments and edits made to the received P&T Procedures documents/materials. Further comments were added by the PPC. Work continued up to page 8 of the P&T procedures document. PPC will continue this work in upcoming meetings.

SCSU Faculty Senate

Rules Committee Meeting Minutes

Date: Wednesday, October 7, 2020

Time: 1:00 PM

Attendees: Barb Cook, Maria Diamantis, Robert Gregory (chair), Matt Miller, Troy Paddock, & Jeff Webb

Topic/Charge for the Meeting: Reexamine various promotion and tenure items submitted to the Faculty Senate for consideration during the Fall 2019 and Spring 2020 semesters. While the Rules Committee performed this task last spring, the chair wanted to reexamine these issues for the benefit of and to seek the opinions of the three new members of the Rules Committee.

Agenda items:

1. Promotion & Tenure issue #1: Eligibility to serve on the Promotion & Tenure Committee
 - Currently, the eligibility criteria is: “Any faculty member shall be eligible to serve on the Committee provided he or she is tenured, has the rank of Associate or above (or the equivalent for library faculty and counseling faculty), and has completed a minimum of six years on the faculty at a college or university, at least three of which must be at Southern Connecticut State University.”
 - An individual with less than six years on the faculty at Southern wanted to serve on the Promotion & Tenure Committee; this individual made the argument that “tenure and promotion were received based on comparable standards” and this should meet the ‘a minimum of six years on the faculty at a college or university’ criterion. [Note: The “Credentials and/or experience substantially comparable to” provision in the Faculty Senate Promotion and Tenure Procedures document only applies to promotion and not tenure.]
 - The members of the Rules Committee recommend that the wording be changed to: “Any full-time faculty member, tenured at the rank of Associate or above (or the equivalent for library faculty and counseling faculty), and has completed a minimum of three years on the faculty at Southern Connecticut State University shall be eligible to serve on the Committee.”
2. Promotion & Tenure issue #6a: Parallel language and increased clarity of the policies/procedures for classroom visits in the faculty evaluation documents.

Parallel language

- The members of the Rules Committee recommend that the language regarding classroom visits (i.e., “Peer review through observation of load credit activity shall be a part of the [DEC] evaluations.”) be standardized so that the Promotion & Tenure and Renewal documents have identical language.

Increased clarity

- The members of the Rules Committee recommend that the language used in section 4.11.7 of the CBA be adopted in the Promotion & Tenure and Renewal documents: “In making its peer evaluations for renewal, promotion, and tenure the DEC shall consider all materials supplied by the candidate and may solicit additional information pertinent to the categories of evaluation. Peer review through observation of load credit activity should normally be a part of evaluations, especially in pre-tenure evaluations. For full-time members who are engaged in classroom teaching, the DEC shall obtain and use the data from a written student survey instrument. For full-time members who are engaged in other duties or have assignments in more than one department, the DEC shall seek and use appropriate information relating to all elements of the member’s duties.”
- The chair of the Promotion & Tenure Committee (M. Diamantis) recommends that departments establish their own guidelines for classroom observation policies and include these in a candidate’s Promotion and/or Tenure or Renewal files.

Meeting adjourned at 2:10 PM.

Minutes prepared and respectfully submitted by Robert Gregory, SCSU Faculty Senate Rules Committee Chair

Student Policy Committee (SPC)

Student Policy Committee

October 7, 2020

Minutes

Present: Aidan Coleman, Mike Dodge, Kate Marsland, Mike Nizhnikov, Matt Ouimet

1. Meeting called to order via Webex at 12:15
2. Finalized revisions to Academic Misconduct Policy (v12).
3. Discussed administration's adoption of test-optional admissions policy and concerns about the lack of input from Senate when the policy was adopted over the summer. The committee recommends that the administration convene a committee to address implementation issues around Math and English placement and acceptance to programs/departments that require standardized test scores.
4. Discussed possible adoption of Pass Fail policy for Fall 2020 and concerns around possibly extending the deadline until after grades are posted and about waiving advisor/chair approval of applications. We will seek additional input from Alicia Carroll about whether the application process could be automated via an online form were we to adopt such a policy. We will also request that departments determine which courses may be taken P/F if a policy is adopted and whether grades of P will meet prerequisite and programmatic grade requirements. In addition, we discussed the possible adoption of an appeal process, such as the one that was implemented in Spring 2020. This discussion continues via TEAMS.
5. Via TEAMS: we are also in the process of discussing requests to consider changes to the Attendance Policy, Academic Dismissal Policy and Academic Standing Policy for Post Baccalaureate Students.
6. Meeting Adjourned at 1:55.

Respectfully submitted by K. Marsland

Technology Committee (TC)

Faculty Senate Technology Committee

Minutes of meeting 10/7/2020

The committee convened at 12:15 via Microsoft Teams.

- Binlin Wu gave a demo of a sample survey using Qualtrics.
- The Committee discussed several aspects of the issue of how best to receive faculty input about technology issues (classroom tech. and other).
 - Surveying chairs?
 - Surveying the general faculty?
 - A “suggestion box”

Respectfully,
J. E. Fields

Special Committees

Undergraduate Curriculum Forum (UCF)

Undergraduate Curriculum Forum Thursday, Oct. 8, 2020

Approved the following motion from LEPC:

To clarify the requirements needed of all bachelor's degrees, language throughout the website and on official University communications (including Degree evaluation) should be edited to refer to the Liberal Education Program as "General Education Requirements (LEP)"; this language should be used for future references to the LEP as well.

Guests: Registrar Alicia Carroll & Monica Raffone, assistant, discussed attendance reporting requirements and offering an assignment for online courses.

Cindy Simoneau & Meredith Sinclair
UCF co-chairpersonss

Graduate Council

Graduate Council Report October 12, 2020

Associate Dean Position Description being finalized with HR. Ad to go live in January

Admissions up 18% compared to Oct 1 of last year and even with Oct 1 2018

Virtual Open House was October 8th 3-7pm. Some faculty expressing concerns about the low numbers of attendees during this 4-hour period in relation to the with many faculty participating. SGPS Strategic Plan in progress. The committee has community advisers and leaders such as the Chamber of Commerce. A draft of the mission, vision, and values statements were presented to the GC for feedback.

GC files such as minutes, forms, meeting schedule and membership are now updated on Confluence.

GC P & P discussed the required minimum grade of a “B” for transfer graduate courses. The minimum grade is a “C” is acceptable for a SCSU graduate courses (programs can increase this as per their department standards). The PPC determined that they would not seek any change to the current graduate minimum for transfer courses at this time.

Regarding new and revised programs and courses: A color-coded online tracker for proposals and forms will enable the proposer to follow the progress of the proposal all the way through the registrar. The tracker is maintained by GCCC chairs, SGPS, and the registrar, and is live online:

https://owlsouthernct.sharepoint.com/:x/s/PROJGCADGradCouncilApprovedDocs/EWOD1eQMEWJHpyuGIb05Ci8BnXtOxeM467KtHm_VI_vcJA?e=7h8UsB

There are more options available to faculty now for virtual course delivery (e.g. Blackboard Collaborate) compared to a few weeks ago. The union is continuing to advocate for Zoom, and the GC should take a strong stance as it is a shared governance issue where faculty input is critical. The OOL unsuccessfully rallied for Zoom at the BOR. Deciding on the delivery of our curriculum is a pedagogical decision. Faculty feedback on their experiences with Zoom (and requests to allow this to be used for courses) should be directed to GC chair, who will also share with Faculty Senate, other faculty leadership. GC members should feel free to send this feedback to Cindy O. Goal is to allow faculty to use the best platforms for their course delivery. Note that students sometimes complain about using multiple on-line delivery systems, so this is an important consideration as well.

Cynthia O’Sullivan,

Chair, Graduate Council

DOCUMENTS/MOTIONS/RESOLUTIONS FOR REVIEW FOR THE OCTOBER
14, 2020 MEETING
