

Southern Connecticut State University

FACULTY SENATE

September 1, 2021 | 12:10 p.m. | 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/88601558745?pwd=NUVjZEhxZllyVUVnTGRkRXJ1U0w2dz09>

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- I. Announcements Relevant to the Faculty Senate
 - a. Welcome and Introduction of Senators
 - b. Welcome and Introduction of the Executive Committee
- II. Approval of Minutes of Previous Meeting held on May 5, 2021
- III. Faculty Senate President's Report
- IV. Election of Faculty Senate Standing Committee Chairpersons (breakout rooms)
 - 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. New Business
 - a. Open discussion: Suggestion of Business for the year
 - b. Resolution Regarding University Event Guidelines for Fall 2021
- VII. Guest(s)
 - a. Joseph Bertolino, President, SCSU
 - b. Robert Prezant, Provost and Vice-President for Academic Affairs, SCSU

Fall 2021

Full Faculty Senate Meetings: 9/1, 9/15, 9/29, 10/13, 10/27, 11/10, 12/1

Standing Committee Meetings: 9/8, 9/22, 10/6, 10/20, 11/3, 11/17

Spring 2022

Full Faculty Senate Meetings: 1/26, 2/9, 2/23, 3/9, 3/30, 4/13, 4/27, 5/4

Standing Committee Meetings: 1/19, 2/2, 2/16, 3/2, 3/23, 4/6, 4/20

Southern Connecticut State University

FACULTY SENATE

UNAPPROVED MINUTES OF MAY 5, 2021

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

The 16th Meeting of the Faculty Senate AY 2020-2021 was held on May 5, 2021, at 12:10 p.m. via WebEx.

Attendance

Dave Allen <i>Accounting</i> 15/16	Matthew Ouimet <i>Counseling</i> 16/16	Sandip Dutta* <i>Finance</i> 9/16	Atul Kulkarni <i>Marketing</i> 16/16	Rex Gilliland <i>Philosophy</i> 16/16	Angela Lopez-Velasquez <i>Special Education</i> 12/16
William Farley <i>Anthropology</i> 15/16	Natalie Starling <i>Counseling & School Psychology</i> 16/16	Lawrence Brancazio <i>Health & Movement Sciences</i> 16/16	Joe Fields <i>Mathematics</i> 16/16	Binlin Wu <i>Physics</i> 16/16	Douglas Macur* <i>Theatre</i> 14/16
Jeff Slomba <i>Art</i> 16/16	Beena Achhpal <i>Curriculum & Learning</i> 16/16	Robert Gregory <i>Health & Movement Sciences</i> 16/16	Klay Kruczek <i>Mathematics</i> 16/16	Jonathan O'Hara <i>Political Science</i> 5/6	Luke Eilderts <i>World Languages & Literatures</i> 16/16
Kevin Siedlecki* <i>Athletics</i> 14/16	Maria Diamantis <i>Curriculum & Learning</i> 16/16	Troy Paddock <i>History</i> 15/16	Jonathan Irving <i>Music</i> 16/16	Michael Nizhnikov <i>Psychology</i> 11/16	
Sean Grace <i>Biology</i> 16/16	Dushmantha Jayawickreme <i>Earth Science</i> 16/16	Darcy Kern <i>History</i> 10/16	Frances Penny* <i>Nursing</i> 8/16	Kate Marsland <i>Psychology</i> 16/16	Deborah Weiss <i>Faculty Senate President</i> 15/16
Mina Park <i>Business Information Systems</i> 16/16	Sanja Grubacic <i>Economics</i> 16/16	Yan Liu <i>Information & Library Science</i> 14/16	Kelly Martinez <i>Nursing</i> 8/16	William Faraclas <i>Public Health</i> 15/16	
Jeff Webb <i>Chemistry</i> 16/16	Peter Madonia <i>Educational Leadership</i> 13/16	Cindy Simoneau <i>Journalism</i> 16/16	Obiageli Okwuka <i>Part-time Faculty</i> 11/16	Michael Dodge <i>Recreation, Tourism & Sport Management</i> 15/16	Meredith Sinclair <i>Undergraduate Curriculum Forum</i> 16/16
Barbara Cook <i>Communication Disorders</i> 16/16	Mike Shea <i>English</i> 16/16	Patrick Crowley <i>Library Services</i> 15/16	Mary Ellen Minichiello* <i>Part-time Faculty</i> 11/16	Sebastian Perumbilly <i>Social Work</i> 16/16	Cynthia O'Sullivan <i>Graduate Council</i> 16/16
Derek Taylor <i>Communication, Media & Screen Studies</i> 16/16	Paul Petrie <i>English</i> 16/16	Jacqueline Toce <i>Library Services</i> 16/16	Stephanie Fischer <i>Part-time Faculty</i> 11/12	Stephen Monroe Tomczak <i>Social Work</i> 16/16	Zainab Seyal* <i>Student Government Association</i> 4/7
Alaa Sheta <i>Computer Science</i> 16/16	Matthew Miller <i>Environment, Geography & Marine Studies</i> 16/16	Carol Stewart <i>Management, International Business & Public Utilities</i> 13/16	Virginia Metaxas <i>Part-time Faculty</i> 10/12	Adam Pittman <i>Sociology</i> 13/16	Dr. Joe Bertolino <i>SCSU President</i> 9/16
Guests:	T. Bennett T. Broliar S. Bulmer J. H. Kim	E. May T. Milburn R. Prezant A. Smyth	B. Zamfir		

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

Faculty Senate President D. Weiss called the 16th meeting of the Faculty Senate to order at 12:15 p.m.

I. Elections

- A. K. Kruczek **moved** to open nominations for Faculty Senate President.
 - i. W. Faraclas **nominated** D. Weiss. Nomination **seconded** and D. Weiss **accepted** the nomination.
 - ii. M. Miller **nominated** J. Webb. Nomination **seconded** and J. Webb **accepted** the nomination.
 - 1. Hearing no additional nominations, K. Kruczek **closed** nominations.
- B. K. Kruczek **moved** to open nominations for Faculty Senate Treasurer.
 - i. M. Diamantis **nominated** W. Faraclas. Nomination **seconded** and W. Faraclas **accepted** the nomination.
 - 1. Hearing no additional nominations, K. Kruczek **closed** nominations.
 - 2. K. Kruczek distributed ballot electronically via Microsoft Forms.
 - a. D. Weiss **elected** Faculty Senate President for AY 2021-2022.
 - b. W. Faraclas **elected** Faculty Senate Treasurer for AY 2021-2022.

II. Minutes of the previous meeting held on April 28, 2021, were accepted as distributed.
<https://inside.southernct.edu/faculty-senate/meetings>

III. Faculty Senate President’s Report
<https://inside.southernct.edu/faculty-senate/meetings>

IV. New Business

- A. K. Marsland (SPC) **moved to approve** the Resolution Regarding Course Incompletes.
 - i. Vote tally
 - 1. Yes 34
 - 2. No 0
 - a. Motion to **approve** the resolution **passed**.
- B. D. Weiss (Executive Committee) **moved to approve** the Resolution Regarding Mandatory Vaccinations at SCSU.
 - i. Vote tally
 - 1. Yes 37
 - 2. No 1
 - a. Motion to **approve** the resolution **passed**.
- C. N. Starling (PPC) **moved to approve** the Resolutions Regarding a) Promotion and Tenure Procedures for Faculty; and b) Renewal Procedures for Faculty.
 - i. Vote tally
 - 1. Yes 40
 - 2. No 1
 - a. Motion to **approve** the Resolutions as amended **passed**.
- D. J. Fields (TC) moved to commit the Resolution Regarding Incentives for Online Student Opinion Surveys to the Technology Committee.
 - i. Motion **seconded**.
 - 1. Motion **approved** by unanimous consent.

V. Adjournment

- A. C. Simoneau **moved** to adjourn.

- i. Motion **seconded**.
 1. With no objections, the meeting adjourned at 1:54 p.m.

L. Eilderts
Secretary

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding Course Incompletes

Whereas, Southern Connecticut State University exists for the primary purpose of furthering academic excellence; and

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty; now, therefore, be it

Resolved, That the Incomplete policy be revised to include the following provisions:

- If an Instructor grants a student's request for an Incomplete, the Instructor and Student must complete and sign an Incomplete Grade Contract, in which the Instructor shall specify the remaining coursework to be completed by the Student and the provisional final grade the Student would earn if the remaining work is not completed.
- The Instructor shall submit a copy of the completed contract to the Chairperson of the department in which the course is offered by the deadline for grade submissions in which the Incomplete is granted.
- The Instructor shall enter a grade of "I" when submitting final grades. (Note: Instructors should not give an "I" unless the Incomplete has been requested by the Student and a contract has been completed.)
- The Instructor shall make all course materials available to students for the duration of the Incomplete period.

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding Mandatory Vaccinations At SCSU

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, Covid-19 presents a continued threat to the health and lives of members of the university community;

Whereas, Unvaccinated individuals may be non-symptomatic carriers of the virus and infect others;

Whereas, The university as a public institution of higher education, has a commitment and a moral obligation to protect the health of all the members of its community – students, faculty, and staff;

Whereas, At least two vaccines are now widely distributed and available to anyone over 16 years of age;

Whereas, These vaccines have proven to be safe after hundreds of millions of doses;

Whereas, At least two major universities in the state (Yale University and Wesleyan University), and major public universities nationwide (Rutgers University, the University of California, and the California State University system) are mandating vaccination for all returning students for Fall 2021; and

Whereas, Colleges and universities can legally require vaccination; now, therefore, be it

Resolved, That the SCSU Senate call upon the university to require all students, faculty and staff, except for those with documented medical exemptions, be vaccinated for Covid-19 before returning to on-ground activity for Fall 2021 term; and be it further

Resolved, That those students, faculty or staff with documented medical exemptions shall be provided alternatives to be determined by the institution, such as online classes or remote or isolated work; and be it further

Resolved, That the SCSU Senate requests that the Faculty Advisory Committee propose to the Board of Regents that a policy of mandatory vaccination be applied to all four CSU universities and the community colleges; and be it further

Resolved, That this policy will be in effect for the academic year 2021-2022 and be reevaluated and revised for Fall 2022, based upon conditions at that time.

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution For Revisions to the Promotion and Tenure Procedures and Renewal Procedures

Whereas, Southern Connecticut State University exists for the primary purpose of furthering academic excellence; and

Whereas, The Faculty Senate is the official governing body for shared governance; and

Whereas, Through the process of shared governance the Faculty Senate worked collaboratively across multiple years with multiple entities across the university to gather input and information from relevant parties, including the Chief Academic Officer, Deans of the Colleges/School, faculty representatives across the university, and AAUP; and

Whereas, The Faculty Senate recognizes that, to further academic excellence, procedures for the evaluation of full-time faculty members for promotion and tenure, as well as renewal, are in need of periodic review and revision as stated in Part VI of the Promotion and Tenure Procedures Document now, therefore, be it

Resolved, That, effective beginning in the Fall semester of 2021, the Faculty Senate establishes the following revisions to the Promotion and Tenure Procedures Document (dated November 13, 2019) and Renewal Procedures Document (dated August 26, 2019), to

1. Improve consistency and language/terminology;
2. Update wording to reinforce the current document's ethos that candidates shall have control and remain in control of their file;
3. Update wording to reflect the digital process now in use;
4. Add clarification to better reflect the intent of the current document; and
5. Update wording related to the Promotion and Tenure Committee.

DOCUMENTS ARE LOCATED ON THE "[RESOLUTIONS](#)" PAGE OF THE FACULTY SENATE WEBSITE.

<https://inside.southernct.edu/sites/default/files/inline-files/S-2021-38%20Revisions%20P%26T%20Renewal.pdf>

STANDING COMMITTEES

Academic Policy Committee (APC)

No report

Elections Committee (EC)

No report

Finance Committee (FC)

No Report

Personnel Policy Committee (PPC)

No Report

Rules Committee (RC)

No Report

Student Policy Committee (SPC)

No Report

Technology Committee (TC)

No Report

SPECIAL COMMITTEES

Undergraduate Curriculum Forum (UCF)

Report to the Faculty Senate Undergraduate Curriculum Forum August 26, 2021 Meeting Actions

No motions were brought forward.

The following business was conducted by the UCF Steering Committee over the summer (see the UCF meeting packet in Confluence for referenced documents):

1. Edits to catalog language on credit sharing from minors (see attached memo)
2. RCP HMS 411 (see attached memo)
3. Bachelor of Science in Sport Management (accelerated) - implementation revision (see attached memo)
4. Bachelor of Science in Athletic Training (accelerated) - implementation revision (see attached memo)
5. MOU between CSU College of Technology and SCSU for ease of transfer for students earning the COT A.S. Data Science degree (see attached)

Notes to faculty:

- There is no longer a UCF secretary or UCF physical office. We will be getting a GA. You can continue to reach us at ucfoffice@southernct.edu or email the chair, Meredith Sinclair, directly at sinclairm4@southernct.edu.
- Please note that proposal deadlines are slightly earlier this semester. These can be found in Confluence: <https://km.southernct.edu/display/UCF/Proposal+Forms+and+Directions>
 - New Programs are due considerably earlier to meet BOR deadlines in time for advertising the new program.

Respectfully submitted,
Meredith Sinclair (UCF Chair, Sp. 2021)
August 30, 2021

Graduate Council

No report

DOCUMENTS FOR REVIEW FOR THE SEPTEMBER 1, 2021 MEETING

Resolution Regarding University Event Guidelines for Fall 2021

Whereas, Southern Connecticut State University (SCSU) 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 holds the health of everyone (students, staff, faculty, and administrators) in the SCSU community paramount;

Whereas, In recognition of risks to members of the campus community and the implications campus safety or lack thereof has for the larger community in which SCSU resides, the University has created a set of University Event Guidelines for the Fall of 2021;

Whereas, Not all members of the SCSU community have received notification of the Event Guidelines, and therefore are not aware of the requirements for holding optimally safe events;

Whereas, Maintaining a Covid-19-resistant campus depends in part on oversight of the application of the Event Guidelines;

Whereas, Representatives of the faculty and the administration have already engaged in discussions of practical problems with the roll-out of the Event Guidelines and potential solutions thereof; and

Whereas, Senate resolutions are the established means of formally communicating to the administration the requests and suggestions of the elected representatives of the entire faculty on important issues of university policy; now, therefore, be it

Resolved, That the attached University Event Guidelines for Fall 2021, at a minimum, be revised as follows:

- Include required COVID event safety training for student leaders, faculty and staff
- Include COVID event guidelines in event announcements and publicity
- Require a trained COVID event coordinator be designated by the organization or department before the event is approved by the relevant office
- Require that a Covid safety event plan be submitted by the designated Covid coordinator prior to approval of the event by the relevant office
- Require training for use of the event registration portal

Resolved, That the Implementation of the University Event Guidelines for Fall 2021 address the following:

- The provision of training for use of the registration portal by designated covid event coordinators
- That the event registration issues be resolved so that all attendees are able to register (e.g, QR code and weblink)
- The provision of appropriate and adequate COVID safety supplies (e.g., hand sanitizer, gloves, masks) by the university administration at no cost to the sponsoring org/dept
- That the Sponsoring organization/department receives non-identified post-event registration data
- That the registration portal survey be revised to add survey question re: perceived COVID safety of event and suggestion for improvement of COVID safety
- That tented outdoor event spaces be provided as needed;

Resolved, That these guidelines shall be posted on the University Website and distributed to all members of the SCSU community; and

Resolved, That all members of the SCSU community shall be requested to acknowledge receipt of and abide by the guidelines.

University Event Guidelines for Fall 2021

UNIVERSITY EVENT GUIDELINES – FALL 2021

ALL PROGRAMMING (Indoor and Outdoor)

- All social distancing guidelines must be followed for any event to be considered for approval.
- All participants must be able to remain at least 3' apart for the duration of any program, whether indoors or outdoors.
- Masks must be worn at all times by all participants (see Exceptions to Mask Policy Outdoors below).
- Indoor events must abide by posted room capacity.
- Hand sanitizer or hand sanitizing stations must be made available at all events.
- For each event there must be a Social Distancing (SD) Coordinator named. The SD Coordinator will ensure that proper social distancing protocols are being met. This person should not have any other role to fill during the event.
- Program organizers should develop contingency plans in case the event needs to be postponed or cancelled.
- A list of attendees and contact information of all participants must be kept for every event that takes place on ground. This information must be turned in to Student Involvement no more than 24 hours after the event. The use of the attendance feature on OwlConnect is highly encouraged.
- Events where physical contact may happen require masks to be worn at all times whether inside or outside.

EXCEPTIONS TO MASK POLICY (Outdoors)

Face masks/coverings must be worn at all times when outdoors, with the following limited exceptions:

- While engaged in vigorous outdoor recreation, such as biking or running, so long as 3" physical distancing is maintained at all times including with those walking on campus paved paths, sidewalks, and plazas.
- While actively engaged in eating/drinking outdoors, so long as 3" physical distancing is maintained.
- While outdoors and sitting in one spot, so long as 3" physical distancing is maintained.

OUTSIDE GUESTS

- Outside guests are permitted to attend events that are open to the public.
- Outside guests must wear masks at all times and abide by any other COVID mitigation policies.
- All event hosts are responsible for the RSVP and tracking guests at their events.
- Event hosts are responsible for enforcement of COVID policies. A violation by an outside guest might impact future events of that organization during COVID.

FOOD

- Serving of open food/drinks is permitted, but must be served by event staff who are masked and gloved.
- Manufactured pre-packaged food/drink in individually sealed containers/wrappers are highly encouraged.
- SCSU Catering Services is available this semester.
- External catering services may be used, but any outside vendors that come on campus must remain masked.
- Food trucks may be used, but must comply with all university regulations regarding food truck service. Contact Lisa Kortfelt, Director of Environmental Health and Safety at kortfeltl1@southernct.edu.

TABLING

- Indoor/outdoor tabling will be permitted when there is appropriate space for social distancing.
- Masks must be worn by all people tabling.
- No more than two people should be working behind each six-foot table.
- Bake sales are permitted but items must be pre-wrapped. Event staff must be masked and gloved whether indoors or outside.

TRAVEL/VANS

- Unvaccinated students are not permitted to participate in out-of-state or overnight travel.
- SCSU vans can be used for travel with a maximum capacity of 8 travelers (including the driver).
- Masks must be worn by all travelers while inside the vans.
- All trips must follow CDC guidance for public transportation.