

Southern Connecticut State University

FACULTY SENATE

October 27, 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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AGENDA

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- I. Announcements Relevant to the Faculty Senate
- II. Approval of Minutes of Previous Meeting held on October 13, 2021
- III. Faculty Senate President's Report
- IV. Reports of Faculty Senate Standing Committee
 - 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
 - a. Resolution to Revise the Mediation Committee Document
 - b. Revision to the Grade Appeal Procedure and Form
- VIII. Guest(s)

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, 4/40, 4/13, 4/27, 5/4
Standing Committee Meetings:
1/19, 2/2, 2/16, 3/2, 3/23, 4/6, 4/20

FACULTY SENATE

UNAPPROVED MINUTES OF OCTOBER 13, 2021

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

The 4th Meeting of the Faculty Senate AY 2021-2022 was held on October 13, 2021, at 12:10 p.m. via Zoom.

Attendance

| | | | | | |
|---|---|--|--|---|---|
| Dave Allen <i>Accounting</i> 4/4 | Matthew Ouimet <i>Counseling</i> 4/4 | Sandip Dutta* <i>Finance</i> 0/4 | Shibiao "Bill" Ding <i>Marketing</i> 4/4 | Rex Gilliland <i>Philosophy</i> 4/4 | Angela Lopez-Velasquez <i>Special Education</i> 4/4 |
| William Farley* <i>Anthropology</i> 3/4 | Natalie Starling <i>Counseling & School Psychology</i> 4/4 | Lawrence Brancazio <i>Health & Movement Sciences</i> 4/4 | Joe Fields <i>Mathematics</i> 4/4 | Christine Broadbridge <i>Physics</i> 4/4 | Douglas Macur* <i>Theatre</i> 3/4 |
| Melanie Uribe <i>Art</i> 4/4 | Helen Marx* <i>Curriculum & Learning</i> 3/4 | Robert Gregory <i>Health & Movement Sciences</i> 4/4 | Klay Kruczek <i>Mathematics</i> 4/4 | Jonathan O'Hara* <i>Political Science</i> 3/4 | Luke Eilderts <i>World Languages & Literatures</i> 4/4 |
| Kevin Siedlecki <i>Athletics</i> 2/3 | Maria Diamantis <i>Curriculum & Learning</i> 4/4 | Troy Paddock <i>History</i> 4/4 | Jonathan Irving* <i>Music</i> 2/4 | Gayle Bessenoff <i>Psychology</i> 4/4 | |
| Sean Grace <i>Biology</i> 4/4 | Dushmantha Jayawickreme <i>Earth Science</i> 4/4 | Carmen Coury <i>History</i> 4/4 | Andrea Adimando* <i>Nursing</i> 2/3 | Kate Marsland <i>Psychology</i> 4/4 | Deborah Weiss <i>Faculty Senate President</i> 4/4 |
| Mina Park <i>Business Information Systems</i> 4/4 | Jia Yu <i>Economics</i> 4/4 | Yan Liu <i>Information & Library Science</i> 4/4 | Kelly Martinez <i>Nursing</i> 4/4 | William Faraclas <i>Public Health</i> 4/4 | |
| Jeff Webb <i>Chemistry</i> 4/4 | Peter Madonia <i>Educational Leadership</i> 3/4 | Cindy Simoneau <i>Journalism</i> 4/4 | Obiageli Okwuka <i>Part-time Faculty</i> 4/4 | Michael Dodge <i>Recreation, Tourism & Sport Management</i> 4/4 | Meredith Sinclair <i>Undergraduate Curriculum Forum</i> 4/4 |
| Barbara Cook <i>Communication Disorders</i> 4/4 | Mike Shea <i>English</i> 4/4 | Patrick Crowley <i>Library Services</i> 4/4 | Michele DeLucia <i>Part-time Faculty</i> 1/1 | Sebastian Perumbilly <i>Social Work</i> 4/4 | Cynthia O'Sullivan* <i>Graduate Council</i> 3/4 |
| Wes O'Brien* <i>Communication, Media & Screen Studies</i> 3/4 | Paul Petrie <i>English</i> 4/4 | Jacqueline Toce <i>Library Services</i> 4/4 | Michael Sormrude <i>Part-time Faculty</i> 1/1 | Stephen Monroe Tomczak <i>Social Work</i> 4/4 | Kyle Mashia-Thaxton <i>Student Government Association</i> 4/4 |
| Alaa Sheta <i>Computer Science</i> 4/4 | Matthew Miller <i>Environment, Geography & Marine Studies</i> 4/4 | Carol Stewart <i>Management, International Business & Public Utilities</i> 4/4 | Virginia Metaxas* <i>Part-time Faculty</i> 3/4 | Gregory Adams <i>Sociology</i> 3/4 | Dr. Joe Bertolino <i>SCSU President</i> 4/4 |
| Guests: | T. Bennett T. Brolliar | C. Hlavac M. Kingan | R. Regos M. Rozewski M. Vancour | M. Walker-Pickett DE. Woolfolk | |

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

Faculty Senate President D. Weiss called the 4th meeting of the Faculty Senate to order at 12:10 p.m.

I. Announcements

- A. D. Weiss: Congratulated and welcomed new and re-elected part-time Senators: M. DeLucia, O. Okwuka, M. Sormrude.
- B. D. Weiss: 74 grant applications were received for the special FCARG cycle.
- C. P. Crowley: Mayoral Archive exhibition at the Lyman Center starting November 1.
- D. K. Marsland: Free virtual screening of the documentary [Chasing Childhood](#). October 14 from 6-9 p.m. Wishes to thank her co-chair J. Aguilar, as well as T. Brolliar, B. Zamfir, P. Dilger, T. Milburn, M.P. Caputo, and B. Kalk.
- E. S. Simoneau: "[An Evening with Zakiya Dalila Harris](#)" author of *The Other Black Girl*. November 12, 2021, at 7 p.m. at the Lyman Center.
- F. J. Bertolino: Reminder that this week is Homecoming and that there are many events happening across campus, both in person and virtually. On November 19th at noon there will be the State of the University address with both in-person and virtual options. President Cheng will visit Southern on November 30th, but the agenda has not yet been finalized.

II. Minutes of the previous meeting held on September 29, 2021, were accepted as amended.

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

III. Faculty Senate President's Report

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

- A. J. Bertolino: Encouraged members to reach out to the people who can answer questions in a more complete way, to "go to the source." Encouraged members to watch the Board of Regents meetings and review documents when possible. Clarified that, prior to CBA negotiations came up with a list of things they would like to have on the table for negotiation; however, the University presidents did not see the proposal before it was distributed to the CB units. "Shout-out" to members of his team, particularly those who work in his office, and many of whom are front-line workers.

IV. Reports of Faculty Senate Standing Committees

- A. Reports received.
- B. Student Policy (M. Diamantis): If there are any questions, please reach out to M. Diamantis or B. Cook. Reminder that the permanent policies are currently in place for withdrawal and the pass/fail.
 - i. K. Marsland requested that this information be placed on the "One Stop" portion of the website. D. Weiss agreed to contact A. Carroll to inquire about posting this information.
 - ii. K. Thaxton (SGA): Working to disseminate this information to students through social media posts. K. Marsland urged SGA to work with A. Carroll.

V. Reports of the Special Committees

- A. UCF (M. Sinclair)
 - i. J. Webb asked about the composition of the committee that will reevaluate the LEP. M. Sinclair stated that this information was shared in the previous Senate packet.
 - ii. R. Gilliland expressed his concern with the committee membership, that it does not include enough faculty from departments who teach heavily in the LEP; and that the issues have become politicized in light of the recent attacks on the Tier 1 Multilingual Communication requirement

VI. New Business

- A. W. Faraclas (FC) moved to **approve** the Resolution Regarding the Length of the Faculty Creative Activity Research Grants Application.
 - i. After discussion, the body moved to vote.
 - 1. Vote tally
 - a. Yes.....36
 - b. No.....6
 - i. Motion to **approve** the motion **passed**.

VII. Guest: Mark Rozewski, Executive Vice-President of Finance and Administration

- A. Thanks to the one-time infusion of Federal (\$27 million) and state funds (\$5.5 million), last year's and this year's revised budgets are in balance.
- B. Next year and the year after are going to have issues if the system does not receive additional permanent state funding.
- C. One bright spot: federal funds and grants for students doubled our financial aid budget.
- D. We have not seen a resurgence in enrollment as hoped. We planned this year's budget with a 5% decrease in enrollment; other CSU schools did not fare as well.
- E. VP Rozewski feels we are fortunate to have B. Barnes as the CFO in the system office; the information coming out of the Budget office has been much clearer and accessible.
- F. Questions
 - i. M. Shea: Do individual campus reserve funds get used to help other campuses or the Community Colleges?
 - 1. M. Rozewski: Not to the Community Colleges. At this time, we have not been asked to help the other University campuses and the financial hardships at other campuses have not affected our resources .
 - ii. K. Marsland: Shared concern that our elected officials do not understand us; shared that when working with policy, stories and personal narratives work best.
 - 1. M. Rozewski: Predicts that a lot of lobbying will happen at the System level.
 - iii. T. Paddock: How do we get their attention? How do we talk to the System Office to get them to do more?
 - 1. M. Rozewski: Has increasing confidence in B. Barnes as a former Cabinet-level secretary, and that he will make a major contribution.
 - iv. J. Webb: Where are we with reserves?
 - 1. M. Rozewski: Last year we finished with a very slight surplus. We currently have about \$30 million in reserves.
 - v. K. Marsland: Would appreciate more guidance on how we can alert people to our dire situation.
 - 1. M. Rozewski: There is only so much that we can do at the local and university level. Beyond that, the answers are less clear.
 - vi. C. Simoneau: As a chair, would like to know what plan of action we should bring back to our departments.
 - 1. M. Rozewski: The numbers are so large that we are not able to cut our way out of this. Possibly slow down the replacement of positions, but in the end, this is not about our office supply budget, it is much larger than that.
 - 2. J. Bertolino: Would like to offer some answers and context: slowing down positions helps with the budget, but burdens others with additional work; the budget numbers are so dire that the elimination of all non-union personnel would not come close to closing the budget gap. We do need to make decisions where we will invest. We do regularly have students tell their stories to the state legislature. In his view, we need to hear more from our alumni, sharing what they can do with a Southern degree. This is a conversation that we've had for quite some time. We need to start thinking of the University post-COVID. We will need to consider how

to reorganize, how to recruit, how to expand our offerings that are not necessarily degree focused.

- vii. D. Weiss: Reminded VP. Rozewski that the Space committee has not been convened for at least several years and there are many space challenges on campus that could benefit from utilizing the committee.

VIII. Adjournment

- A. C. Simoneau moved **to adjourn** the meeting. **Seconded.**
 - i. Meeting adjourned at 2:01.

L. Eilderts
Secretary

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding the Length of the Faculty Creative Activity Research Grants Application

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, The Faculty Creative Activity Research Grants (FCARG) Program was created to promote academic excellence;

Whereas, The FCARG application shall now be completed electronically;

Whereas, The narrative section of the application is limited to 1200 words in up to five pages of printed text; and

Whereas, The current word limit is not easily administered in the new electronic format; now, therefore, be it

Resolved, That the word limit be stricken from the FCARG Application Guidelines, changing the phrase “The narrative is limited to **1200 words in up to** five pages of printed text” to “The narrative is limited to five pages of printed text”; and be it further

Resolved, That the Faculty Senate expresses its thanks to the SPAR Office for creating the electronic application form and agreeing to manage applications for the University Grants Committee.

STANDING COMMITTEES

Academic Policy Committee (APC)

MINUTES—APC—10/20/2021

Present: Crowley, Ding, Grace, Jayawickreme, Petrie (chair), Siedlecki, Uribe

- Grade Appeal revisions are ready to move to Senate.
- Received and discussed LEP Revision Task Force report (Melanie Uribe).
- Received and discussed progress reports from P&T reform working groups and strategized next steps for first five recommendations. Considered draft texts for P&T document and P&T guidelines re: professional statements in candidate evaluation files.

No report

Finance Committee (FC)

Finance Committee Meeting
October 20, 2021

Present: Sebastian Perumbilly, Bill Faraclas, Peter Madonia, Carol Stewart, Jia Yu, Obiageli Okwuka; Trudy Milburn (guest)

1. Minutes from the 9-22-21 and 10-6-21 meetings were approved.
2. Early College Experience (ECE)
 - a. The committee reviewed Oct 6th agenda along with notes of a meeting with Brian Johnson (ENG)
 - b. Based on the information we had, it appears this program needs a lot of support – do we have the resources and tools available?
 - c. The instructors (@ high school) that are teaching ECE what is their background and/or experience teaching college courses?
3. Trudy discussed the ECE program:
 - a. What is the difference between AP and ECE?
 - i. The difference between Advanced Placement (AP) and ECE is not all high schools offer AP nor is there a standardized test for AP. In some cases, the AP test costs more than parents can afford
 - ii. In some cases, there are a few courses where a particular AP course won't transfer in
 - iii. ECE gives students more options
 - b. How or who develops the ECE curriculum?
 - i. The instructors, in conjunction with the university chairs, develop the curriculum
 - ii. Chairs supervise curriculum from ECE; they also have input to make sure what is being taught is equivalent to college level course material
 - iii. Before COVID, the university would go to the ECE classroom and observe. Since COVID, no outsiders are allowed; therefore, no observations can take place
 - c. How does an instructor apply for the position?
 - i. The instructor must submit a CV, letters of recommendation, syllabus
 - ii. The university chairs decide if an instructor is qualified
 - d. What are some of the challenges?
 - i. ECE students are non-matriculated. They cannot register for classes themselves. Someone from the university has to register for them
 - ii. As non-matriculated they are not eligible for pass/fail options
 - iii. ECE and non-ECE students are in the same class learning the same material even though not all students apply for or are accepted as ECE
 - iv. How can we ensure the materials being taught are college level equivalent?
 - v. The program appears to require a lot of support and resources? Do we have those tools at our disposal?
 - vi. Katie De Oliveira (Academic Success) and Michele Vancour recently received a grant to allow Katie's office to select 50 ECE students at sophomore level and spend time preparing them for college readiness
 - e. What opportunities can the committee, Faculty Senate or the university develop that are cost effective? How can we help make the program happen?
4. The Committee will invite Trudy Milburn and Brian Johnson to our next meeting to continue the discussion of the ECE program.
5. The Committee also will invite Tricia Lin and Cindy Simoneau, co-chairs of the Council of Academic Chairpersons, to our next meeting to discuss the use of Operating Expense funds.

Minutes
10/20/2021

Teams Meeting

PPC Members: Adams, Gregory; Toce, Jacqueline; Lopez-Velasquez, Angela; Marx, Helen; Tomczak, Stephen; Shea, Michael; Martinez, Kelly (absent); Metaxas, Virginia; Starling, Natalie (chair)

12:10pm

Approval of minutes of 10/6 meeting

CONTINUING BUSINESS:

Team discussed the three tasks and prioritized work for the year:

1. P&T Guidebook

- a. We will take this on, and include consult with other bodies
- b. We will divide task to determine misalignments and bring back to PPC

2. P&T/renewal Procedures documents

- a. Adding rebuttals to personnel/HR files: should candidates send to HR as well?
 - i. Resolved: Team made a draft of changes the procedures documents: *The candidate is encouraged to send an identical copy of their signed written response to the Office of Human Resources for inclusion in the candidate's personnel file.*
- b. Observation/Interview by DECs: what is the intention of the procedures? Who initiates this?
 - i. Resolved: Team made a draft of additions to the procedures documents: *The DEC/CFEC shall notify the candidate of the opportunity to appear personally before representatives of the DEC/CFEC by the date specified in the Appointment Calendar.*
 - ii. *Peer review through observation of load credit activity should normally be a part of evaluations, especially in pre-tenure evaluations (See Article 4.11.7 of the Collective Bargaining Agreement).*
- c. Possible expanding of review period for evaluators, i.e., allowing Deans access to file at time DECs have access.
 - i. Team is philosophically in support of allowing all evaluators as much time as possible to conduct their reviews, however, no changes to current procedures are recommended.
 - ii. L. Cunningham indicated in discussion with PPC Chair (prior to today's meeting) that there is no way to further expand the periods of review on the calendar and also abide by the contract, maintain fairness, and honor the peer review process. She further indicated:
 1. each reviewer is allotted the most amount of time possible given: the contract, holidays, weekends, and the 4 days to append comments
 2. review of the file without appended comments would not be fair to candidates and would not honor the peer review process
 - iii. Team engaged in discussion:
 1. If Deans (admin) were to be granted access to the file at the same time as DECs and Chairs (faculty), the review conducted by the department faculty has

the potential be overlooked and/or rendered moot because admin could review the file and make decisions without having read/seen the review conducted by DEC/Chairs. Even if there were to be efforts to ensure DEC/Chair reviews are completed before Dean review, the PPC is concerned that a change to allow simultaneous access would make these efforts optional and could also allow for arrangements and communications about expectations that deviate from the contract and intent of the contract, e.g., varying unofficial deadlines that differ from file to file, from School/College and from department to department. For example, the PPC can conceive of scenarios where the DEC/Chair could feel compelled to complete reviews sooner than what they would complete under the current procedures to provide Deans/admin more time.

This issue is one of unintended consequences, optics and intent. The PPC's interpretation is that the intention of the contract is a "peer review process" which could be eliminated by providing all reviewers access at the same time. Deans (admin) could essentially never see the DEC/Chair (faculty) review. The PPC is concerned that such a structural change would set the stage for erosion of the peer review process, even if the erosion is unintended. The current procedures for access to the file protect both the operations and optics of a peer review process. DEC/Chair (faculty) verify candidate information and work, and provide perspective of the discipline and value of candidate work, along with emphasis in addition to what the candidate presents in the file (of which the Dean (admin) may not have). **In conclusion, sacrificing the peer review process to gain more time for reviewers is not worth the erosion and potential loss of the peer review process.**

- iv. What are some ways to give reviewers additional time? PPC began discussion and will continue discussion in future meetings.
 - d. Substantial comparability (moved to next meeting agenda)
 - e. Election of P & T committee members (moved to next meeting agenda)
 - f. Record keeping by DEC members (moved to next meeting agenda)
3. **Academic advising** re P&T (moved to next meeting agenda)

Rules Committee (RC)

Convened at 12:10 on October 20th, 2021

Chairperson Informed committee we response one response from one chair and one response from one Dean. (I also heard from another Dean they would be sending in suggestions shortly.

Tricia Lin informed me that they pushed our agenda item till later this semester since they had a meeting with some administration slated for their latest meeting.

Members discussed the suggestions from the Dean's side to re-visit re-write the chair's document sort of from scratch...

A few members offered to reach out to friends at Central, Eastern, and Western to ask if they have some examples we could look at from our sister universities.

One member suggested that we develop a figure or flowchart to help describe the process.

Go back to the Chairs council and ask specifically if they would be willing to change things (since ECSU has no chair's document and each department has their own by-laws about chair's election).

Get a sense of the Senate if they are in favor of a more decentralized approach..... (like ECSU) If yes go with ECSU-like process; If no they prefer the centralized process, should we work on tweaking the current or write a new document....

Everyone was on the committee was on board with this approach.....

Meeting adjourned at 1:28 pm.....

Student Policy Committee (SPC)

SPC Meeting 10.20.2021

Members (attendance): Christine Broadbridge (departed early); Barbara Cook (arrived later); Kate Marsland (departed early); Matt Ouimet (arrived later); Wesley O'Brien; Maria Diamantis and Kyle Mashia-Thaxton.
Michael Dodge (unable to attend)
Guest: Alicia Carroll

The meeting was conducted without quorum, thus, informal discussion on data gathered by Alicia was shared. The data was on Pass/Fail policy for last year due to COVID and how other local institutions used P/F or Pass/No Pass or reverting to gained grade prior to P/F final determination. Some departments can't waive or allow P/F due to prerequisite requirements. A C- or below in Graduate level was marked as F. Reverting to the awarded grade if the grade is higher than expected. Fears and concerns that lack of midterm grades made students anxious, thus, pursue the P/F avenue. And last question was who needs to sign off on such application for P/F? Notification or sign off from Advisors? A few items to continue to review. Follow up report on number of first/second year students pursuing it and what about other populations, such as transfer students.

During discussion, concerns were raised about midterm grades – are they required? Why is high number of faculty (or is it not) who do not report midterm grades? How can this be resolved and have higher faculty participation to enter midterm grades?
Could the Midterm Grades be required?
Midterm Grades can serve as information/advising for the Late Course Withdrawal process
Late Withdrawal process has no due process for the students.

Discussions ended at 2 pm.

Technology Committee (TC)

Faculty Senate Technology Committee

Minutes of meeting 10/20/2021

The meeting convened at 12:15 via Zoom. D. Macur has decided to step down from the Chair position. Self-nominations for chair were sought. J. Fields was the only nomination so was elected via unanimous consent.

The discussion about Student Opinion Surveys continued. We will invite the Provost to join us to discuss incentives for students. We also need to determine how the results from SOS's will be routed. Paper surveys went first to chairs who then distributed them to faculty – we seek input from senators on this issue.

We wrapped up the meeting with a discussion of potential initiatives related to technology to work on this year.

Respectfully,
J. E. Fields

SPECIAL COMMITTEES

Undergraduate Curriculum Forum (UCF)

Report to the Faculty Senate Undergraduate Curriculum Forum October 21, 2021 Meeting Actions

No motions were brought forward.

The following revised programs were approved:

- BS Nursing – CONC Nursing RN
- Environmental Chemistry Accelerated Pathway (new 4+1)

The following new and revised courses were approved:

New Course Proposals:

- CMD 150 – Sustaining Professional Resilience in Health Care & School Settings
- NUR 470 – Optimal Clinical Outcomes Through Evidence-Based Practice
- SOC 397 – Community Engagement Internship
- LIT 371 – Voices of the Francophone Caribbean

Revised Course Proposal:

- HMS 308 – Conditioning for Strength & Human Performance ☒ HMS 392 – Conditioning for Strength & Human Performance

LEP Removal

- PHY 101 – Inquiries in Elementary Physics
- PHY 111 – Physics for Today

The following W Course was approved:

- HLS 398: Perspectives in LBGTQ+ Healthcare Practice

The following special topics courses were logged:

- SED 498 – Special Topics in Autism Spectrum Disorders (2nd time offered; Spring 2022)
- CMD 398 – Special Topics in CMD: Multicultural Populations (2nd time offered; Spring 2022)
- HON 298 – International Study Foundations (3rd time offered; Spring 2022)
- MKT 298 – Women's Leadership Seminar (3rd time offered; Spring 2022)
- MKT 298 – Marketing the Arts (2nd time offered; Spring 2022)
- HON 298 – Our Bodies, Ourselves: Gender, Equity and Campus Health (1st time offered; Spring 2022)
- SOC 298 – Systemic Racism in America (1st time offered; Spring 2022)

- SOC 398 – Neighborhoods and Crime (3rd time offered; Spring 2022)
- BIS 398 – Database Management (3rd time offered; Spring 2022)
- BIS 398 – Get Virtual (3rd time offered; Spring 2022)
- HLS 298 – Case Studies in Healthcare Ethics (1st time offered; Spring 2022)
- HLS 398 – Perspectives in LGBTQ+ Healthcare Practice (1st time offered; Spring 2022)
- HLS 498 – Research Methods for Evidence-Based Health Care (1st time offered; Spring 2022)
- RSP 398 (T2CD 398) – The Art of Breath (1st time offered; Spring 2022)
- ART 398 – Interactive Design (2nd time offered; Spring 2022)

Other notes:

- Faculty are reminded that W Courses offered in winter and spring must be approved or they will be removed as Ws in Banner. See the updated spreadsheet in confluence to check your course.
- Faculty are reminded that Special Topics courses offered this winter or next spring must be logged by Oct. 26.
- Meeting notes from the LEP Revision Task Force are being posted to Confluence. Reports will be given at each LEPC and UCF meeting.

Respectfully submitted,
Meredith Sinclair, UCF Chair
October 25, 2021

Graduate Council

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution to Revise the Mediation Committee Document

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, The Mediation Committee was established under 16.3.5 of the Collective Bargaining Agreement between Connecticut State University American Association of University Professors and Board of Regents for the State University;

Whereas, Bylaws were created to guide the composition and function of the Mediation Committee;

Whereas, The Mediation Committee bylaws are not consistent with the changes in membership brought about by Faculty Senate Resolution S-2021-18 on the number of members of the committee (2-22-21);

Whereas, The Mediation Committee bylaws are not consistent with the changes in membership brought about by Faculty Senate Resolution F-2021-03 on the selection of one-year alternates (10-13-21);

Whereas, The Mediation Committee bylaws include neither guiding principles nor guidance on process;

Whereas, The Mediation Committee bylaws do not address the continuing status of an alternate member who has been called to serve as a voting member; and

Whereas, Minor wording changes in the bylaws would enhance its readability; now, therefore, be it

Resolved, That the Mediation Committee bylaws be updated to address the cited issues using the language in the attached proposed revision.

SOUTHERN CONNECTICUT STATE UNIVERSITY

The Mediation Committee

A. The Mediation Committee is hereby established under 16.3.5 of the Collective Bargaining Agreement between Connecticut State University American Association of University Professors and Board of Regents for the State University, August 2016 - August 2021, hereafter referred to as the Collective Bargaining Agreement.

B. The Mediation Committee shall consist of three members.

There shall be three **voting members** and **three** alternate members. Alternates shall take the place of voting members when a voting member is disqualified, **recuses**, resigns, or is ill for a prolonged period of time. Alternates shall be eligible to become voting members in the order ~~in which their terms expire~~ **of their election vote counts**.

C. Eligibility

1. ~~The person~~ **A candidate for membership** must have been a full-time faculty member at Southern Connecticut State University for at least three years prior to becoming a member of the Committee.
2. ~~The person~~ **A candidate for membership** shall have tenure.
3. ~~The person~~ **A voting or alternate member of the Mediation Committee** may not simultaneously serve on the Termination Hearing Committee.

D. Nominations

Any eligible person wishing to run for the Committee must, after a call for nominations is issued, obtain an official nomination form from the Secretary of the Faculty Senate, complete the form, and return it as directed.

E. Elections

Elections shall be conducted by the Elections Committee of the Faculty Senate.

F. Appointments

The President of the Faculty Senate shall appoint members and alternates to this committee whenever the number of members and alternates falls below those designated in this document. Appointees serve until their positions are filled through the process described in D and E. In no case, however, shall appointees be replaced until all current mediation is completed.

G. Terms of Office

1. The term of office for members shall be ~~two~~ **three** years, commencing on September

- 1 and ending August 31. The term of office for alternates shall be one year.
2. ~~Two~~ One member~~s~~ of the committee and ~~one~~ three alternates shall be elected ~~in one~~ each year ~~and one member and two alternates shall be elected in alternate years.~~ The candidate receiving the highest number of votes shall become the member; the candidates with the next three highest vote counts shall become the alternates.
3. If an alternate becomes a member because of the temporary recusal of a member from a case, the alternate shall serve as a member only until the case is completed, at which time the recused member shall resume member status. If an alternate becomes a member to fill a vacancy on the committee, the alternate shall complete the remainder of the term of the member being replaced.
4. Vacant terms may be filled at the time of regular elections or by holding special elections.

H. Procedures

1. The committee shall follow the provisions in Article 15 of the Collective Bargaining Agreement.
2. **Voting** members shall disqualify themselves if they or a member of their family are requesting a hearing from the Mediation Committee. **Voting members also may be disqualified for bias or interest, and shall remove themselves from a case, either at the request of a party or on their own initiative and be replaced by an alternate (see CBA Article 16.6.3.1).**

I. Guiding Principles

In considering a case before it, the committee shall:

1. accord equal respect to students' safety, the member's reputation and rights, and the institution's reputation and liability;
2. not be an advocate for any party, but rather an advocate for fairness; and
3. maintain strict confidentiality.

J. Process

To carry out a comprehensive mediation process, the committee shall

1. clarify its understanding of the charges and their bases;
2. review the University's investigation;
3. assess what the parties want;

4. interview those involved, as necessary;
5. seek further input, as warranted;
6. determine possible solutions;
7. negotiate between the parties to seek a mutually acceptable solution; and
8. submit a written report to explain details of the process implemented by the committee and to state the committee's recommendation(s).

K. Amendments

This document may be amended by a two-thirds vote of the Faculty Senate with the concurrence of the President of the University.

L. Implementation

This document shall take effect upon approval by a two-thirds vote of the Faculty Senate with the concurrence of the President of the University.

M. Interpretation

This section may not be invoked with respect to the interpretation of any item of the Collective Bargaining Agreement. If an issue develops concerning interpretation of this document whether initiated by the Senate, a faculty member, or any member of the administration, a binding decision on such an issue shall be made:

1. by agreement between the President of the University and a majority of the Executive Committee of the Faculty Senate or failing to obtain agreement on an issue by this method,
2. by a committee consisting of one member selected by the Senate Executive Committee, one selected by the President of the University, and one selected by the first two committee members, who, by a two-thirds vote shall decide such an issue.

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution Regarding Revisions to the Grade Appeal Procedure and Form

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 Grade Appeal Procedure and Form be revised according to the document below.

Index Of Proposed Changes to Grade Appeal Policy—Oct 2021

- Correction of second footnote on page 1 (which was inadvertently eliminated from the document at the time of its last revision).
- Section V.A.1.—Clarification of chair’s role in appeals process (mediatory, not adjudicatory)
- Section V.B.—Resolves ambiguity as to whether student may add further documentation and explanation to his/her appeal after a Level 1 appeal (in department) has failed and the student chooses to begin a Level 2 (University Academic Standing Committee) appeal.
- Section V.E.—Specifies process by which UASC constitutes a grade appeal committee. (Describes the process already being followed by UASC.)
- Section V.F.—Specifies mechanism for preventing faculty conflict of interest on grade appeal committee. (Again, describes current UASC procedure.)
- Forms—Clarifications of ambiguities that have caused participants (students, chairs) some confusion in recent grade appeals.
 - Retitling of all three forms—To better communicate to participants what the purpose of each form is and who is responsible for completing it.
 - Bottom of Level 1, Part A Form—Minor verb tense correction; addition of note reiterating non-adjudicatory role of department chair in Level 1 appeal process.
 - Bottom of Level 1, Part B Form—Addition of note clarifying chair’s responsibility for distribution and signature gathering of form.
 - Level 2 form—Addition of language explaining process for filing and distributing the form and roles of student and Faculty Senate President.

Proposed Revisions to the Grade Appeal Procedure and Form

Please click [here](#) to access a PDF of the proposed revisions to the Grade Appeal Procedure and Form. Alternately, copy and paste the link below. Please note that formatting of the form will be corrected in the final version. Southern log-in credentials are required to access the document. Please contact the Faculty Senate Secretary (L. Eilderts) if you experience any problems.

https://owlsouthernct-my.sharepoint.com/:b:/g/personal/eilderts1_southernct_edu/EYxmOEkdDLBDhKrHM_KmEOIBlMZePr-xTrijLkR49LEbQ?e=wS3haC