Southern Connecticut State University
FACULTY SENATE

UNAPPROVED MINUTES OF FEBRUARY 22, 2023

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

The 10th Meeting of the Faculty Senate AY 2022-2023 was held on February 22, 2023, at 12:12 p.m. via Zoom.

Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL 10
Lisa	Haylon	Accounting	2025	X	6
Kenneth	McGill	Anthropology	2023	X	7
Melanie	Uribe	Art & Design	2024	X	10
Kevin	Siedlecki	Athletics	2023		7
Elizabeth	Roberts	Biology & Biochemistry	2023	X	10
Kate	Toskin	Business Information Systems	2025	X	9
Jeff	Webb	Chemistry	2023	X	10
Richard	Zipoli	Communication Disorders	2024	X	7
Melanie	Savelli	Communication, Media & Screen Studies	2025		9
Shafaeat	Hossain	Computer Science	2025	X	10
Matthew	Ouimet	Counseling	2024	X	10
VACANT		Counseling & School Psychology	2023		
Helen	Marx	Curriculum & Learning	2024	X	9
Maria	Diamantis	Curriculum & Learning	2024		6
Dushmantha	Jayawickreme	Earth Science	2025	X	10
Jia	Yu	Economics	2024	X	10
Peter	Madonia	Educational Leadership & Policy Studies	2023	X	7
Paul	Petrie	English	2023	X	10
Mike	Shea	English	2024	X	10
Miriah	Kelly	Environment, Geography, & Marine Sciences	2025	X	9
Sandip	Dutta	Finance & Real Estate	2025	X	6
Kyle	O'Brien	Healthcare Systems & Innovation	2025	X	9
Robert	Knipe	Health & Movement Sciences	2025	X	10
Daniel	Swartz	Health & Movement Sciences	2025	X	10
Carmen	Coury	History	2023	X	10
Troy	Paddock	History	2023		9
Yan	Liu	Information & Library Sciences	2024	X	2
Cindy	Simoneau	Journalism	2024	X	9
Patrick	Crowley	Library Services	2023	X	10
Amy	Jansen	Library Services	2025	X	10
Alison	Wall	Management & International Business	2025	X	9

Melvin	Prince	Marketing	2023	X	8
Sebastian	Perumbilly	Marriage & Family Therapy	2025		5
Klay	Kruczek	Mathematics	2025	X	10
Raymond	Mugno	Mathematics	2025	X	10
Jonathan	Irving	Music	2023		4
Krista	Prendergast	School of Nursing	2023	X	4
Andrea	Adimando	School of Nursing	2024	X	10
Obigaeli	Okwuka	Part-Time Faculty	2023	X	3
Virginia	Metaxas	Part-Time Faculty	2023	X	8
Michael	Sormrude	Part-Time Faculty	2024	X	10
Michele	Delucia	Part-Time Faculty	2024	X	10
Rex	Gilliland	Philosophy	2023	X	10
Elliott	Horch	Physics	2024	X	4
Jonathan	O'Hara	Political Science	2025	X	6
Kate	Marsland	Psychology	2025		8
Chris	Budnick	Psychology	2024		9
Jon	Nwangwu	Public Health	2024	X	7
Michael	Dodge	Recreation, Tourism, & Sport Management	2023	X	10
Carmela	Smith	Social Work	2023		7
Stephen	Monroe Tomczak	Social Work	2025	X	9
Gregory	Adams	Sociology	2023		8
Angela	Lopez-Velasquez	Special Education	2024	X	3
Douglas	Macur	Theatre	2024	X	9
Tricia	Lin	Women's & Gender Studies	2025	X	9
Luke	Eilderts	World Languages & Literatures	2023	X	10
Natalie	Starling	SCSU Faculty Senate President	2023	X	9
Joe	Bertolino	SCSU President		X	8
Barbara	Cook	Chair, Graduate Council		X	9
Meredith	Sinclair	Chair, Undergraduate Curriculum Form			7
Pierce	Kozlowski	SGA		X	1

GUESTS

Cheryl Green
Ebony Perouse-Harvey
Elena Schmitt
Jillian Rispoli
Linda Cunningham

Robert Prezant
Tom Kealy (Ace Fellow)
Trudy Milburn

The following senators are empowered by the Faculty Senate to represent the Faculty Senate and thereby represent the faculty body in their role and contributions to the respective committee/group in which shared governance of business is being conducted with a duty to report back to the Faculty Senate minimally once per semester (additional reports determined by the respective representative or upon request by the Faculty Senate). It is recommended representatives also seek the Faculty Senate's support and endorsement for matters determined by the respective representative or upon request by the Faculty Senate.

Early College Experience	Christine Broadbridge (fall) Michele DeLucia (spring)
Faculty Development Advisory Committee (FDAC)	Klay Kruczek
Committee on Reassigned Time	Troy Paddock
Undergraduate Curriculum Forum (UCF) liaison	Cindy Simoneau
University Library Committee (ULC)	2 representatives – unfilled
Ad Hoc Committee for Non-credit, Continuing Education & Micro-credentialing	Melanie Uribe (APC rep) Rex Gilliland (APC rep) 2 senators (additional)– unfilled
FASP	Krista Prendergast
Strategic Action Plan Subcommittees • Advancing Social Justice • Maintaining Academic Excellence • Engaging our Community	 Miriah Kelly Kenneth McGill Michael Sormrude

Faculty Senate Immediate Past President Natalie Starling called the 10th meeting of the Faculty Senate to order at 12:12 p.m. via Zoom.

I.   Announcements
   A.   N. Starling thanked M. Diamantis for presiding over the previous meeting.
   B.   N. Starling asked the body to hold a moment of silence for student Eric Lopes, who passed on February 6, 2023.
   C.   N. Starling welcomed P. Kozlowski as the new incoming SGA representative.

II. Minutes of the previous meeting held on February 8, 2023, were accepted as distributed.
     https://inside.southernct.edu/faculty-senate/meetings

III. Faculty Senate President's Report
     https://inside.southernct.edu/faculty-senate/meetings
   A.   T. Lin urged the Senate to consider a land acknowledgement statement. N. Starling shared that she and Faculty Senate Secretary L. Eilderts are engaging with the Office of DEI on this matter. N. Starling asked senators to reach out to her if they have anything they would like to contribute to the discussion.

IV. Reports of the Faculty Senate Standing Committees
   A.   Reports received.
   B.   Elections (K. Kruczek): Additional faculty members are needed on the CSU Professor advisory committee and the J. Philip Smith Outstanding Teacher Award committee.
   C.   Finance (C. Simoneau): The committee is looking into continuing the resolution on CBA travel funds from last year. The Provost has asked the committee to consider if funds could also be used for student travel or student scholarships; the committee agreed that it is an important issue, but initial reactions are that this is not allowed under the CBA. The conversation is ongoing, and no decisions have been made.

V.   Reports of the Faculty Senate Special Committees
   A.   UCF (Senate liaison C. Simoneau): Strongly urged Senators to review the documents presented by the UCF. N. Starling stated that the Flow of Proposals document is a part of the UCF bylaws, which is why they are being presented and eventually voted upon at the Senate.
   B.   Graduate Council (B. Cook): Next meeting is Monday February 27. Similarly to UCF, the Grad Council is working on revising its bylaws.
   C.   FASP (K. Prendergast): Next meeting is Monday February 27.
   D.   Ad hoc committee on Continuing Education (M. Uribe): The committee has elected a chair, J. Irwin. The committee will meet every two weeks. The committee has formed three sub-groups: 1) Definitions and integration; 2) Blackboard Interface.

VI. Unfinished Business
   A.   Newer Faculty Group
      i.   J. Webb moved to support the Newer Faculty Group. Seconded.
         1.   Vote tally
            a.   Yes 41
            b.   No 0
               i.   The motion was approved **unanimously**.
VII. New Business

A. M. Uribe (Academic Policy) moved to approve the Resolution Regarding Inclusions to the Promotion and Tenure Procedures and Renewal Procedures.
   i. A suggestion was made to offer this as a resolution for information.
   ii. Hearing no objection, the resolution will be offered for information.
      1. Vote tally
         a. Yes 39
         b. No 1
            i. The motion to approve the resolution **passed**.

B. N. Starling asked the body for permission to invite Provost Prezant to speak on his proposal for spending down the CBA travel funds. Hearing no objection, Provost Prezant took the floor.

VIII.   Guest
A. Provost Prezant: Asked the body to consider using some fo the CBA travel funds to support student travel to professional conferences or to convert some of those funds to scholarships. There is a large amount sitting in that account, and another infusion per the CBA will be added next year.
B. President Bertolino encouraged the Senators to think creatively and also consider the optics from the legislature's point of view, especially in light of the budget conversations that are ongoing.
C. P. Petrie encouraged the appropriate bodies to inquire into the possibility of the funds being used for other purposes before too much of a discussion takes place on what to do with those funds.
D. C. Simoneau shared that we are awarding additional funds this year compared to previous years; faculty may use their funds for multiple conferences—they are not limited to only one. Reminded Senators that up until COVID, we almost always ran out of money for travel.
E. L. Cunningham shared that the CBA provides for a minimum; the university can choose to fund additional ventures above and beyond that.
F. Provost Prezant asked L. Cunningham if the funds could be used for other CBA-approved areas; the definition of some areas is broad, so there might be some flexibility.

IX.   New Business (cont'd)
A. D. Macur (Technology) moved to approve the Resolution for Information Regarding the use of Artificial Intelligence (AI) Powered Tools.
   i. Vote tally
      1. Yes 37
      2. No 0
         a. The motion to approve the resolution **passed** unanimously.
B. UCF Flow of Proposals.
   i. M. Shea moved to postpone discussion until the next meeting. Seconded.
      1. Motion approved through unanimous consent.

X.   Adjournment
      A.   M. Shea **moved to adjourn. Seconded**.
      B.   Meeting adjourned at 1:28 p.m.

_____

L. Eilderts
Secretary

Resolution Regarding Inclusions to the Promotion and Tenure Procedures and Renewal Procedures

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 SCSU 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, need periodic review and revision;

Whereas, The SCSU Faculty Senate was charged in Spring of 2020 to consider whether reducing, simplifying, and specifying the kinds and quantities of evidence to be included in a candidate's P&T file might remedy two perceived problems, namely file size and lack of clarity about what to include in the file;

Whereas, The Faculty Senate voted in May 2021 to charge the APC with proposing changes to the P&T and renewal process as follows: "In order to reduce file size (without instituting hard limits on page length, number of evidentiary items, etc.), provide more guidance on expected and accepted kinds and number of items of documentation for each evaluation category"; and

Whereas, Data gathered from multiple focus groups of constituents at all levels of the Promotion and Tenure process suggested that confusion over the proper form, content, and extent of evidentiary documentation exists, especially in the realm of overdocumentation; now, therefore, be it

Resolved, That, effective beginning in the Fall semester of 2023, the Faculty Senate shall incorporate the attached text into the existing P&T guidebooks and to any future P&T guidebooks;

Resolved, That this incorporation shall take the form of an appendix, entitled "Appendix A. Supplemental Guidance on Form, Scope, and Nature of Evidentiary Documentation, Including Recommendations on Inappropriate Material for Inclusion";

Resolved, That this Appendix shall be noted in each of the P&T guidebooks by the addition of the following language in the form of a third paragraph in their "Documenting the Evidence" subsection: "Please See Appendix A for further suggestions on appropriate form, content, and extent of evidentiary documentation, including suggestions on material inappropriate for inclusion as evidentiary documentation."; and

Resolved, That this text shall be updated and revised in accordance with the revision schedule of each of the P&T guidebooks with the proviso that any change made to this Appendix in any one guidebook should be enacted in all others.

Supplemental Guidance on Form, Scope, and Nature of Evidentiary Documentation, Including Recommendations on Inappropriate Material for Inclusion

General philosophy:
- It is important to note that any maximum or minimum inclusion requirements are purely guidelines to help candidates as they craft their own narrative. A candidate's portfolio is contractually mandated to be in their control. Only those documents required in contractual material and P&T documents are true requirements. And, while some of the suggestions in this document aim to help add definition to ambiguities, it can be in these very ambiguities that a candidate is able to describe their individual path at Southern.
- Put more pithily, quantity does not equate with quality, and brevity does not guarantee eloquence. It is in the hands of the candidate to shape their narrative. These guidelines are here to help the process of evidentiary selection be less excruciating. As a general principle, candidates should aim to present a streamlined depiction of your professional ethos that focuses on essentials rather than volume. Your selection of materials to document your career should emphasize concentration, concision, and quality over quantity and inclusion of unnecessary detail.
- Proviso: These guidelines, their order, their naming, and their content will apply differently with different classes of tenure-track faculty. Please refer to the AAUP Collective Bargaining Agreement and official Promotion and Tenure documents to find advice on specific wording or weighting of categories.

General Guidelines on selecting evidentiary material for all sections:
- In accordance with Faculty Senate document *SCSU FACULTY SENATE P&T PROCEDURES FOR FACULTY*, portfolios should include:
  - Candidate's CIF (N.B. the CIF is mandatory; a candidate may include a CV as well, but not to the exclusion of the CIF);
  - A personal statement;
  - Statements for each area; for more detailed guidance on what should be included in each area, please see individual breakdowns below;
  - Pieces of evidence in each area of evaluation, calibrated to accord with section weight, relative importance of key achievements, and Departmental Guidelines;
  - Pursuant to documented P&T restrictions on individual letter writers' positions, letters of support, internal and external; Include external letters from faculty and scholars attesting to the impact the candidate has created for their professional discipline/field and society.
- Evidentiary documentation should be in support of an overarching contextualizing narrative, therefore:
  - Candidates should provide in their personal statements:
    - a clear summary of their areas of growth;
    - a clear, narratively-focused overview of their professional practice.
  - Evidence of Teaching/Professional (e.g. Coaching, Counseling, Library) Philosophy:
    - Significant emphasis should be placed on candidates' narrative, including teaching or professional philosophy and effectiveness;

- - - Candidates should favor a brief overview of all their work/courses over an in-depth focus on one representative project/course;
    - Candidates may consider highlighting, where appropriate, evolution of your praxis (i.e. pedagogy, course format and content, etc.) over time.
  - Primacy in selection and inclusion of evidentiary documentation should be afforded to narratively significant goals, tasks, achievements, and memberships.
    - Candidates should document key achievements highlighted in their narratives with evidence; but
    - They should not include trivial or extraneous documents that support self-evident or disciplinary-standard points (e.g. professional membership receipts, leaflets or handouts from talks, conference badges, etc.);
    - Likewise, they should not distract from their narrative through unnecessary redundancy in file. Avoid attaching the same or similar pieces of evidentiary documentation both within and across sections (e.g. very similar syllabi for the same or similar courses). Instead include a smaller number of unique, representative pieces of documentation.
  - Attention to evidentiary documentation should be afforded to each area in roughly the weight each category applies to the individual.
- In cases of collaborative projects, candidates must distinguish their individual contributions from those of their collaborators in any documentation.

Guidelines for Specific Evaluative Categories:
Load Credit
- Evidence of Load Credit will vary depending upon the candidate's duties (Teaching, Coaching, Counseling, Library, etc.).
- Documents that might serve as efficient measures of participation include:
  - Teaching Practice:
    - Paragraph explaining each course taught;
    - Syllabi and assignments or activities for courses.
  - Teaching and/or Course assessment:
    - Other forms of student comments on course or teaching;
    - Observations from the DEC or other departmental colleagues;
    - Qualitative or narrative self-reflection of professional practice on the basis of student opinion surveys.
  - Documents recording primary duties outside of teaching:
    - Administrative documents (e.g. spreadsheet excerpts; planning documents; policy documents, quantitative statistics, etc.)
  - Student advising and mentorship:
    - Examples of unsolicited student feedback (thank you notes, e-mails, et al.) that demonstrate how the candidates help students outside of the classroom through office hours, advising, and mentorship.
- Do not include:

- Avoid duplication of evidentiary materials (e.g. syllabi from the same semester or syllabi for the same class with little to no substantial change).

Creative Activity
- Include:
  - Documents that might serve as efficient measures of participation include:
    - PDFs or a stable, unrestricted hyperlink (e.g. permalink, doi) of peer-reviewed, bibliographic work (e.g. sample chapters of monographic work, authored chapters in edited volumes, significant paratextual contributions to edited volumes, published articles in peer-reviewed, non-predatory journals, et al.);
    - Evidence of exhibition, public performance, or juried review of or community engagement with candidate's creative work. (e.g. programs, media reviews, media write-ups, public recordings, et al.).
  - Creative activities should be cited on a candidate's CIF:
    - Creative work, when cited in the CIF or CV, should be fully cited and follow the approved citation style for the discipline, including page numbers where appropriate;
    - Insofar as this data is consistent with departmental or disciplinary practice, citations of creative output may include citation metrics .
- Note on Predatory Journals and Conferences:
  - Candidates are broadly encouraged not to include works published in known predatory outlets. For resources on this, the following links give lists of known predatory journals and a perspective on how to identify predatory tactics and avoid exploitation, respectively: https://beallslist.net/ and https://instr.iastate.libguides.com/predatory/intro. But what constitutes criteria for defining predatory outlets may vary by discipline. Please consult with your department, DEC, or departmental guidelines for more specific, disciplinary-oriented advice on advisable and inadvisable outlets for creative activity.

University Service
- Include:
  - Evidence of active and qualitatively-rich participation at departmental, school, university, and/or system level.
  - Documents that might serve as measures of participation include (APC formulation):
    - Documents, including resolutions, authored, coauthored, or compiled as part of service work;
    - Recommended maximum of one (1) letter of support per committee.
- Do not include:
  - Inclusive meeting leaflets, notes, minutes, or agendas.

Professional Service
- Include:
  - Evidence of active and qualitatively-rich participation in professional organizations appropriate to the candidate's disciplinary expertise.
  - Documents that might serve as measures of participation include:

- ■ Brief documentation of professional organization and committee membership; conferences, workshops, roundtables, and professionally relevant academic or community events attended or organized. Include dates for such events, if possible;
- ■ Documents authored, coauthored, or compiled as part of service work;
- ■ Recommended maximum of one (1) letter of support per committee or professional organization.
- ● Do not include:
  - ○ Receipts, badges, etc. from conference attendance, or other extraneous documentation.

SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

Resolution For Information Regarding the Use of Artificial Intelligence (AI) Powered Tools

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, Academic honesty and integrity represent guiding tenets of SCSU;

Whereas, Academic misconduct is defined by the Board of Regents/CSCU Code of Conduct as:
> *"Academic misconduct, which includes, but is not limited to, plagiarism and all forms of cheating. Plagiarism is defined as the submission of work by a student for academic credit as one's own work of authorship which contains work of another author without appropriate attribution. Cheating includes, but is not limited to: (i) use of any unauthorized assistance in taking quizzes, tests or examinations; (ii) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments; (iii) the acquisition, without permission, of tests or other academic material belonging to a member of the University faculty or staff; and (iv) engaging in any other behavior specifically prohibited by a faculty member in the course syllabus." -BOR/CSCU Code of Conduct part D.1*;

Whereas, The recent rise of AI powered tools represent a dramatic shift in the academic landscape;

Whereas, AI powered tools are capable of convincingly simulating human responses; and

Whereas, The SCSU Faculty Senate supports the continuing work of developing formal policies and procedures for SCSU with the many other stakeholders involved including but not limited to Graduate Council, Undergraduate Curriculum Forum, the Office of Academic Affairs, the Office of Faculty Development, the Center of Excellence for Teaching and Learning, and the University Writing Center; now, therefore, be it

Resolved, That the SCSU Faculty Senate considers the unsanctioned use of AI powered tools in the completion of student work, without the explicit written consent of the teaching faculty, a violation of the BOR/CSCU Student Code of Conduct part D.1, and therefore a form of academic misconduct; and be it further

Resolved, That specific procedures surrounding the acceptable use of AI powered tools in the classroom or virtual learning environment and/or in the completion of research and/or course assignments fall within the purview of individual faculty members via their course syllabi; and be it further

Resolved, That the Instructor may impose appropriate academic sanctions per the guidelines outlined in the Faculty Senate document for addressing academic misconduct.