

Southern Connecticut State University  
**FACULTY SENATE**

UNAPPROVED MINUTES OF MAY 3, 2023

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

The 15<sup>th</sup> Meeting of the Faculty Senate AY 2022-2023 was held on May 3, 2023, at 12:10 p.m. via Zoom.

Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL 14
Lisa	Haylon	Accounting	2025	✓	10
Kenneth	McGill	Anthropology	2023	✓	10
Melanie	Uribe	Art & Design	2024	✓	15
Kevin	Siedlecki	Athletics	2023	✗	7
Elizabeth	Roberts	Biology & Biochemistry	2023	✓	15
Kate	Toskin	Business Information Systems	2025	✓	14
Jeff	Webb	Chemistry	2023	✓	14
Richard	Zipoli	Communication Disorders	2024	✓	12
Melanie	Savelli	Communication, Media & Screen Studies	2025	✓	14
Shafaeat	Hossain	Computer Science	2025	✓	15
Matthew	Ouimet	Counseling	2024	✓	15
VACANT		Counseling & School Psychology	2023		
Helen	Marx	Curriculum & Learning	2024	✓	13
Maria	Diamantis	Curriculum & Learning	2024	✓	11
Dushmantha	Jayawickreme	Earth Science	2025	✓	15
Jia	Yu	Economics	2024	✓	14
Peter	Madonia	Educational Leadership & Policy Studies	2023	✗	10
Paul	Petrie	English	2023	✓	15
Mike	Shea	English	2024	✓	14
Miriah	Kelly	Environment, Geography, & Marine Sciences	2025	✓	13
Sandip	Dutta	Finance & Real Estate	2025	✗	10
Kyle	O'Brien	Healthcare Systems & Innovation	2025	✓	14
Robert	Knipe	Health & Movement Sciences	2025	✓	14
Daniel	Swartz	Health & Movement Sciences	2025	✓	14
Carmen	Coury	History	2023	✓	15
Troy	Paddock	History	2023	✓	13
Yan	Liu	Information & Library Sciences	2024	✓	6
Cindy	Simoneau	Journalism	2024	✓	14
Patrick	Crowley	Library Services	2023	✓	15
Amy	Jansen	Library Services	2025	✓	14
Alison	Wall	Management & International Business	2025	✓	14

Melvin	Prince	Marketing	2023	✓	9
Sebastian	Perumbilly	Marriage & Family Therapy	2025	✓	10
Klay	Kruczek	Mathematics	2025	✓	15
Raymond	Mugno	Mathematics	2025	✓	15
Jonathan	Irving	Music	2023	✗	7
Krista	Prendergast	School of Nursing	2023	✓	9
Andrea	Adimando	School of Nursing	2024	✓	13
Obigaeli	Okwuka	Part-Time Faculty	2023	✓	8
Virginia	Metaxas	Part-Time Faculty	2023	✓	12
Michael	Sormrude	Part-Time Faculty	2024	✓	15
Michele	Delucia	Part-Time Faculty	2024	✓	15
Rex	Gilliland	Philosophy	2023	✓	15
Elliott	Horch	Physics	2024	✗	6
Jonathan	O'Hara	Political Science	2025	✗	9
Kate	Marsland	Psychology	2025	✓	14
Chris	Budnick	Psychology	2024	✓	13
Jon	Nwangwu	Public Health	2024	✓	11
Michael	Dodge	Recreation, Tourism, & Sport Management	2023	✓	15
Carmela	Smith	Social Work	2023	✓	8
Stephen	Monroe Tomczak	Social Work	2025	✓	13
Gregory	Adams	Sociology	2023	✓	13
Angela	Lopez-Velasquez	Special Education	2024	✓	8
Douglas	Macur	Theatre	2024	✓	14
Tricia	Lin	Women's & Gender Studies	2025	✓	14
Luke	Eilderts	World Languages & Literatures	2023	✓	14
Natalie	Starling	SCSU Faculty Senate President	2024	✓	14
Joe	Bertolino	SCSU President		✓	12
Barbara	Cook	Chair, Graduate Council		✓	14
Meredith	Sinclair	Chair, Undergraduate Curriculum Form		✓	12
Pierce	Kozlowski	SGA		✗	4

**GUESTS**

Craig Hlavac  
 Deb Weiss  
 Dwayne Smith  
 Linda Cunningham

Robert Prezant  
 Terri Bennett  
 Tom Kealy  
 Trever Broliar

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) Alison Wall (senator) 1 senator (additional)– unfilled
FASP	Krista Prendergast
Strategic Action Plan Subcommittees <ul style="list-style-type: none"> <li>• Advancing Social Justice</li> <li>• Maintaining Academic Excellence</li> <li>• Engaging our Community</li> </ul>	Miriah Kelly Kenneth McGill Michael Sormrude

May 3, 2023

Faculty Senate President Natalie Starling called the 15<sup>th</sup> meeting of the Faculty Senate to order at 12:12 p.m. via Zoom.

- I. Elections (K. Kruczek)
  - A. Faculty Senate President: K. Kruczek asked if there were any additional nominations. Hearing none, the body moved to a vote.
    - i. N. Starling was elected to a second term as Faculty Senate President.
  - B. Faculty Senate Treasurer. K. Kruczek asked if there were any additional nominations. Hearing none, the body moved to a vote.
    - i. C. Simoneau was elected to a second term as Faculty Senate Treasurer.
- II. Announcements
  - A. M. Shea expressed his thanks to N. Starling and C. Simoneau for their work.
  - B. L. Eilderts reminded senators to participate in the poll to determine the modality of meetings for AY 2023-2024.
  - C. C. Simoneau shared the latest publication of *Crescent* magazine.
  - D. K. Kruczek reminded senators and guests to participate in the second round of All University elections, which will close Monday at 8 a.m.
- III. Minutes of the previous meeting held on April 26, 2023, were accepted as distributed.  
<https://inside.southernct.edu/faculty-senate/meetings>
- IV. Faculty Senate President's Report  
<https://inside.southernct.edu/faculty-senate/meetings>
  - A. N. Starling highlighted item 3 and the visit with Connecticut Senate President M. Looney.
  - B. M. Shea reminded senators about the upcoming retreat sponsored by SCSU-AAUP and the Faculty Senate on May 23. Senators asked if it would be possible to advertise the event more and send out a clearer invitation. At the time of the meeting, please RSVP to L. Cunningham (SCSU-AAUP).
- V. Reports of the Faculty Senate Standing Committees
  - A. Standing committees did not meet.
  - B. Technology (D. Macur): Reminded senators that IT would reach out about scheduling the Azure update. The goal is to have these updates completed by the beginning of Fall semester 2023.
- VI. Reports of the Faculty Senate Special Committees
  - A. Reports received from UCF and Grad Council.
  - B. UCF (M. Sinclair): shared with senators the work of the UCF (see packet for May3), including the proposal to change CTR 300 (Cooperative Education) to BUS 300.
  - C. Graduate Council (B. Cook): Shared updates with senators about leadership changes. The last meeting of the GC will take place May 15; at that meeting, GC will discuss further their bylaw revisions and requested revisions from the Faculty Senate Executive Committee concerning language in contradiction with the CBA.
- VII. Unfinished Business
  - A. M. Uribe (on behalf of the ad-hoc committee) **moved to approve** the Resolution Regarding Catalog Definitions and Curricular Review Process for Continuing Education Offerings, Non-Credit and Micro-Credentials.

- B. After discussion, the body moved to a vote.
- i. Vote tally
    1. Yes.....36
    2. No .....3
      - a. The motion to approve the resolution **passed**.
- C. M. Shea (on behalf of PPC) **moved to approve** the Resolution Regarding Resolution Regarding Revisions to The Promotion and Tenure Procedures. Without objection, the body moved to vote by seriatim.
- i. Eliminate references to “CFEC” (Counseling Faculty Evaluation Committee) and replace with DEC, *passim*.
    1. Vote tally
      - a. Yes.....41
      - b. No.....0
  - ii. Add the following language to **Part III.F.3.d.** concerning eligibility to serve on P & T Committee while on leave:
    1. “Faculty members on any form of university leave (See *Collective Bargaining Agreement* Article 13) shall not serve on the P&T Committee during their leave.”
    2. M. Diamantis **moved to insert** “for that academic year” after “during their leave”. **Seconded**.
      - a. Hearing no objection, the amendment was **approved** by unanimous consent.
      - b. Vote tally
        - i. Yes.....39
        - ii. No.....0
  - iii. Add the following language to **Part III.C.1.d.** under “Supporting Materials for Comparable Qualifications:”
    1. "The determination of comparable qualifications belongs solely to the DEC. A faculty member's supporting documentation for such a determination shall be submitted separately from the Promotion and Tenure file."
    2. P. Petrie **moved to insert** “for purposes of promotion” after “comparable qualifications” and before “belongs solely”. **Seconded**.
      - a. Hearing no objection, the amendment was **approved** by unanimous consent.
    3. P. Petrie **moved to insert** “a candidate’s” after “determination of” and before “comparable qualifications”. **Seconded**.
      - a. Hearing no objection, the amendment was **approved** by unanimous consent.
      - b. With no additional amendments, the body moved to vote on the amendments.
        - i. Vote tally
          1. Yes.....31
          2. No.....7
  - iv. Now that all parts of the resolution have been discussed and approved, the body moved to vote on the amended resolution.
    - i. Vote tally
      1. Yes.....35
      2. No.....2
        - a. The resolution was **approved** as amended.
- D. N. Starling, on behalf of the Executive committee, **moved to approve** the creation of a Working Group for Governing Bodies & Documents beginning in Fall 2023.

i. Vote tally

- 1. Yes.....35
- 2. No ..... 2

a. The motion to approve the creation of the workgroup was **approved**.

E. Graduate Council Bylaws

- i. After hearing information provided earlier by the Chair of GC, J. Webb **moved** to postpone the motion to approve the Graduate Council Bylaws indefinitely. **Seconded**.

VIII. New Business

A. M. Uribe (APC) **moved to approve** the Resolution Regarding Resolution Regarding Adding Secondary File on Digital Evaluation to Promotion and Tenure Procedures and Renewal Procedures.

- i. T. Paddock **moved to postpone** the motion to our special meeting on May 8, 2023. **Seconded**.

1. Hearing no objections, the motion was **approved** by unanimous consent.

IX. Farewell and Welcome

- A. The Faculty Senate shared their gratitude for President Joe Bertolino’s leadership and wished him well as he transitions to Stockton University.
  - i. A university-wide farewell event for President Joe will take place May 8 3-6 p.m. in the Adanti Student Center Ballroom.
- B. The Faculty Senate welcomed incoming Interim-President Dwayne Smith.

X. Adjournment

- A. C. Simoneau moved to adjourn. **Seconded**.
  - i. The meeting adjourned at 2:15 p.m.

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L. Eilderts  
Secretary

**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**

Resolution Regarding Catalog Definitions and Curricular Review Process for Continuing Education Offerings, Non-Credit and Micro-Credentials

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, Academic excellence is a function of educational quality and curricular integrity; and

Whereas, Curriculum is an organized sequence of learning with defined learning outcomes;

Whereas, Micro-credentials,-badges, and non-credit continuing education-are comparable to courses and certificates and/or degrees in a curriculum, in that each are designed to support competency or skills with mastery of learning outcomes;

Whereas, Curriculum can be for credit or not for credit; designed for matriculated students or for those seeking continuing education;

Whereas, Curriculum is the domain of the faculty (Preamble, and 5.17 & 5.17.1 in the CBA);

Whereas, Any academic curriculum offered by SCSU carries with it the implication that it has been designed, taught, and/or approved by SCSU faculty, which is not the case with some current non-credit curricular offerings; and

Whereas, The faculty has established processes of review and approval of changes and innovations in the curriculum via UCF and Grad Council; now, therefore, be it

*Resolved*, That the Faculty Senate approves the definitions presented by Ad-hoc Committee for Non-credit, Continuing Education & Micro-credentialing working group;

*Resolved*, That micro-credentials, badges, and non-credit continuing education are part of SCSU curriculum and therefore, subject to faculty governance via UCF and GC proposal processes;

*Resolved*, That the UCF, GC, and university administration shall be charged with developing curriculum proposal processes along the lines described by the Ad-hoc Committee for Non-credit, Continuing Education & Micro-credentialing "Recommendations" document (attached [below]).

## Catalog Definitions and Curricular Review Process for Continuing Education Offerings, Non-Credit and Micro-Credentials

The Micro-credential, badge, non-credit, continuing education working group is an ad-hoc committee charged by Faculty Senate to: (1) gather and receive recommendations and information from constituents and other groups across the university community, (2) establish definitions for non-credit, continuing education and micro-credentialing terminology and offerings, (3) establish recommendations for curricular review of for non-credit, continuing education and micro-credentialing offerings, and (4) upon presentation to the Faculty Senate, consideration to be given to the ad hoc committee's recommendation for additional charge(s).

### Overview

Continuing education for professional or personal enrichment can be conceived as any credit or non-credit offering not associated with an individual's program of study. The definitions associated with these learning experiences are outlined below.

### Catalog Definitions

**For-Credit Courses:** Learning experiences resulting in a learner earning credit on the academic transcript.

**Certificate Programs:** Certificate programs are for credit and based on a free-standing body of knowledge at the undergraduate, graduate, or professional level. Certificate programs have at least 8 academic credits and may be stackable for credit towards a degree program. Certificate programs are displayed on academic transcripts, and upon successful completion, a certificate is awarded to the student bearing the official seal and signatures from the Connecticut Board of Regents and Southern Connecticut State University.

**Non-Credit Courses:** Learning experiences that do not result in a learner earning academic credit, and do not appear on the academic transcript. Non-credit courses cannot be graduation requirements in a degree or certificate credit-based program.

**Micro-Credential Programs:** Micro-credential programs are non-credit certificate programs based on competencies or skills that allow learners to gain knowledge and demonstrate mastery learning in a very particular area. Micro-credential programs are typically smaller than certificates but may be stackable for credit towards a certificate or degree program. A micro-credential can also be embedded in a for-credit course. Micro-credential programs are not displayed on academic transcripts, but upon successful completion, a verifiable digital badge and non-credit certificate will be awarded to the student by Southern Connecticut State University.

### Curricular Review Process

For-credit courses and program proposals are approved as follows (*for reference only*):

- Department Curriculum Committee
- Department
- Notification Management Committee (UCF)/Graduate Curriculum Committee (GC)
- Undergraduate Curriculum Forum/Graduate Council
- Provost
- The Academic Council, Academic and Student Affairs, and Board of Regents approve new programs and substantive revisions to existing programs

Non-credit courses and program proposals are approved as follows (*proposed*):



The goal of this approval process is to address concerns about quality control (protection of our “academic brand”) and possible overlap with current teaching expertise and/or academic programming. It is also intended to be a nimble and not overly bureaucratic process to allow the university to quickly respond to continuing education opportunities.

- **Proposal Development:** Proposal is generated by a department or by the Director for Continuing Education or from some outside entity. The Director of Continuing Education is responsible for coordinating between parties, assessing the viability of programs (resources, etc), and preparing the proposal. The Director of Continuing Education is also responsible for notifying any affected parties on campus; such notifications should be included in the proposal. Ideally any concerns with the proposal will be addressed during this notification process and conversation with stakeholders.
- **Department Curriculum Committee** (we might consider if we want both steps of review at the department level or if just the full department is sufficient – and faster).
- **Department Approval:** The proposal must be reviewed by at least one department with a clear disciplinary connection to the proposed program. This department should have been consulted during the development of the program proposal so that ideally any concerns were addressed prior to the proposal moving forward. The department’s approval indicates they are comfortable with their involvement in implementation of the program as indicated in the proposal (as in a department may have any level of involvement in the actual implementation and running of the program).
- **Undergraduate Curriculum Forum/Graduate Council Approval:** The purpose of review at UCF/GC is to provide an opportunity for all departments to be informed about the proposed program and to voice any potential issues. Once a proposal is received at UCF/GC (submitted by the Director for Continuing Education and with approval of a department) it will become an agenda item for the body’s next meeting and shared with faculty via the meeting packet. The members will have the opportunity to review the proposal prior to the meeting and to raise any concerns or questions about the proposal prior to a vote. Proposals receiving a simple majority move forward. Declined proposals may be revised and resubmitted.
- **Provost Approval and Implementation**

### **Further Recommendations**

Upon approval by the Faculty Senate of the definitions and curricular review process noted above, the Undergraduate Curriculum Forum or Graduate Council will develop a joint Flow of Proposals document outlining an expedited curricular review and consent agenda process for non-credit course and program proposals. In addition, those bodies will work with the School of Graduate and Professional Studies (Director for Continuing Education? Or the Dean of SGPS? Or both?) to develop guidelines and best practices for the development and implementation of non-credit courses and programs.

Possibly consider a pilot program option (similar to special topics) with a lower bar for approval and expiration date.

## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

### Resolution Regarding Revisions to The Promotion and Tenure Procedures

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

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

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

Whereas, article 5.3.5 of the Collective Bargaining Agreement states

“A candidate who does not meet the standards of Articles 5.3.1 - 5.3.4 may also be **appointed or promoted** to a rank listed above provided the candidate has credentials and/or experience substantially comparable to the listed standards. **A recommendation for such appointment or promotion may be initiated by** the individual, **the DEC** or a search committee, **but shall not be considered further in the absence of a positive recommendation from the departmental committee.** The President or the Provost, as is appropriate, upon receipt of recommendations from departments, committees, and individuals **in the appointment process**, shall make the final university judgment” [emphasis added]; now, therefore, be it

*Resolved*, That, effective beginning in the Fall semester of 2023, the Faculty Senate establish the following revisions to the Promotion and Tenure Procedures Document (dated April 27, 2022):

- Eliminate references to “CFEC” (Counseling Faculty Evaluation Committee) and replace with DEC, *passim*.
- Add the following language to **Part III.F.3.d.** concerning eligibility to serve on P & T Committee while on leave:
  - “Faculty members on any form of university leave (See *Collective Bargaining Agreement* Article 13) shall not serve on the P&T Committee during their leave for that academic year.”
- Add the following language to **Part III.C.1.d.** under “Supporting Materials for Comparable Qualifications:”
  - “The determination of a candidate’s comparable qualifications for purposes of promotion belongs solely to the DEC. A faculty member's supporting documentation for such a determination shall be submitted separately from the Promotion and Tenure file.”

To see the revisions in the P&T document, please click [here](#). You will need Southern login credentials to be able to view this document.

### **Working Group for Governing Bodies & Documents beginning in Fall 2023**

**Rationale:** (1) collaborative effort to support next steps following the Spring 2023 meeting of the executive committees of UCF, Grad Council, Faculty Senate, and SCSU-AAUP pertaining to matter of governing documents language, specifically the term “autonomous” and (2) through discussion, pose and respond to questions such that forthcoming updates to the language within the governing documents have been brought to the attention of each of the forementioned groups.

**Membership by an election process determined by the specific body (excluding those members specified below):**

- two (2) representatives from SCSU-AAUP, which shall be the Chapter President and Contract Administrator
- two (2) representatives from Faculty Senate; one of these two representatives be a non-member of the Rules Committee and one be the Rules Committee chair or designee
- two (2) representatives from Undergraduate Curriculum Forum (UCF)
- two (2) representatives from Graduate Council (GC)

**Meeting Schedule:**

- The meeting schedule and duration to be determined by the working group during the first meeting.

**Reporting rate to the Faculty Senate:** at least monthly or at greater intervals as determined by the working group or the Faculty Senate

**Charges to be completed by last day of Fall 2023 semester:**

**Charge 1:** recommend to the appropriate groups (e.g., Rules Committee for the Faculty Senate) of each of the three bodies (Faculty Senate, UCF, GC) language which reconciles the governing documents of each of those three bodies with the Collective Bargaining Agreement (CBA).

**Charge 2:** recommend to each of the three bodies (Faculty Senate, UCF, GC) pathways to advance sharing and communicating these anticipated changes with all constituents to support understanding and clarification.