



FACULTY SENATE

APPROVED MINUTES OF SEPTEMBER 18, 2024

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

The 2nd Meeting of the Faculty Senate AY 2023-2024 was held on September 18, 2024, at 12:11 p.m. via Zoom.

Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL
Lisa	Haylon	Accounting	2025	x	1/2
Valerie	Andrushko	Anthropology	2026		1/2
Jeff	Slomba	Art & Design	2027		2/2
		Athletics	2026		
Nicholas	Edgington	Biology	2026		2/2
Kate	Toskin	Business Information Systems	2025		2/2
Jeff	Webb	Chemistry & Biochemistry	2026		2/2
Shawneen	Buckley	Communication Disorders	2027		2/2
Melanie	Savelli	Communication, Media & Screen Studies	2025		1/2
Shafaeat	Hossain	Computer Science	2025		2/2
Matthew	Ouimet	Counseling	2027	x	1/2
Laurie	Bonjo	Counseling & School Psychology	2026	x	1/2
Beena	Achhpal	Curriculum & Learning	2027		2/2
Maria	Diamantis	Curriculum & Learning	2024		2/2
Jennifer	Cooper Boemmels	Earth Science	2025		2/2
Younjun	Kim	Economics	2027		2/2
Peter	Madonia	Educational Leadership & Policy Studies	2026		1/2
Paul	Petrie	English	2026		2/2
Mike	Shea	English	2027		2/2
Eric	West	Environment, Geography, & Marine Sciences	2025		2/2
Sandip	Dutta	Finance & Real Estate	2025		2/2
Amanda	Strong	Healthcare Systems & Innovation	2025		2/2
		Health & Movement Sciences	2025		
Daniel	Swartz	Health & Movement Sciences	2025		2/2
Christine	Petto	History	2026		2/2
Polly	Beals	History	2026		2/2
Yan	Liu	Information & Library Sciences	2027		2/2
Cindy	Simoneau	Journalism	2027		2/2
Elizabeth	Wilkinson	Library Services	2026		2/2
Amy	Jansen	Library Services	2025		2/2

Alison	Wall	Management & International Business	2025		2/2
Melvin	Prince	Marketing	2026		2/2
Sebastian	Perumbilly	Marriage & Family Therapy	2025		2/2
Ray	Mugno	Mathematics	2025		2/2
Owen	Biesel	Mathematics	2025		2/2
Jonathan	Irving	Music	2026		1/2
Deborah	Morrill	School of Nursing	2026		2/2
Elizabeth	Hurlbert	School of Nursing	2027	*	1/2
Virginia	Metaxas	Part-Time Faculty (HIS)	2026		2/2
Garbielle	Ferrell	Part-Time Faculty (JRN)	2025		2/2
Michael	Sormrude	Part-Time Faculty (BIO)	2024	*	0/2
Michele	Delucia	Part-Time Faculty (PSY)	2024	*	0/2
Rex	Gilliland	Philosophy	2026		2/2
Evan	Finch	Physics	2027		2/2
Jonathan	O'Hara	Political Science	2025	*	0/2
		Psychology	2025		
		Psychology	2027		
John	Nwangwu	Public Health	2027		2/2
Deron	Gabel	Recreation, Tourism, & Sport Management	2026		2/2
Isabel	Logan	Social Work	2026		2/2
Stephen Monroe	Tomczak	Social Work	2025		2/2
Gregory	Adams	Sociology	2026		2/2
Joan	Weir	Special Education	2027		2/2
Douglas	Macur	Theatre	2027		2/2
Tricia	Lin	Women's & Gender Studies	2025		2/2
Luke	Eilderts	World Languages & Literatures	2026		2/2
Natalie	Starling	SCSU Faculty Senate President	2025		2/2
Dwayne	Smith	Interim SCSU President			2/2
Barbara	Cook	Chair, Graduate Council			2/2
Meghan	Barboza	Chair, Undergraduate Curriculum Form			2/2
Riyanna Sarah	Singleton Wittman	SGA			

GUESTS

Dyan Robinson
Julia Irwin
Steven Hoffler
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	
Faculty Development Advisory Committee (FDAC)	
Undergraduate Curriculum Forum (UCF) liaison	Cindy Simoneau
University Library Committee (ULC)	Amy Jansen 1 Representative Unfilled
Strategic Action Plan Subcommittees <ul style="list-style-type: none"> • Advancing Social Justice • Maintaining Academic Excellence • Engaging our Community 	Miriah Kelly Kenneth McGill Michael Sormrude
DEI Advisory Council	Laurie Bonjo
Chief Financial Officer (CFO) Search Committee	Natalie Starling
VP of DEI Search Committee	Laurie Bonjo Elizabeth Hurlbert
Social Venture Partners	Mike Shea Jeff Webb Melanie Uribe Stephen Monroe Tomczak Michael Sormrude
University Budget and Space Committees	Nicholas Edgington Cindy Simoneau Christine Petto

September 18, 2024

Faculty Senate President Natalie Starling called the 2nd meeting of the Faculty Senate to order at 12:11 p.m. via Zoom.

I. Announcements

- A. O. Biesel shared that an announcement calling for self-nominations for All-University committees would be distributed soon.
- B. J. Slomba shared that M. Uribe (Art & Design) would host a workshop sponsored by Faculty Development on “Racism Untaught” on September 27 from 9-2:30.
- C. T. Lin, in partnership with the Office of Career and Professional Development and the School of Graduate and Professional Studies, announced that the Department of Women’s and Gender Studies would host a virtual discussion on career opportunities and alumni insights on October 3 from 4-5:30.
- D. S. M. Tomczak announced that the SCSU chapter of AAUP would hold a faculty assembly on September 26 from 2-3:30 in Engleman B121 A/B. He stressed that, with the upcoming contract negotiations, faculty participation and attendance would be important.
- E. E. Wilkinson shared that Buley Library and the College of Arts and Sciences would host the event, “Ricci v. DeStefano: Affirmative Action and its status today” on September 24 from 5-7 p.m. in Engleman A120.
- F. N. Starling welcomed new and returning senators, as well as guests to the senate.

II. Minutes of the previous meeting held on August 28, 2024, 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. N. Starling asked Interim Provost J. Irwin to share any updates on the ongoing issue with Navigate.
 - i. J. Irwin shared that the service provider, EAB, should have removed all address information from their system. An EAB specialist was also reviewing Student Worker roles within the system and removing their ability to view student profiles. Longer term, J. Irwin shared that a conversation regarding what level of access faculty and staff should have to information in the Navigate system should take place.
- B. T. Lin and M. Shea inquired about the meeting with Chancellor Cheng and N. Starling and L. Eilderts.
 - i. N. Starling shared that an invitation has been shared with the Chancellor to attend a Faculty Senate Meeting. She also shared that it was a positive meeting and that there is an earnest desire for increased communication.
- C. N. Starling drew senators’ attention to the President’s Report and the need for faculty representation on several committees, including a liaison to the Administrative Faculty Senate; the University Budget Committee; and the University Space Committee. Senators were encouraged to reach out to N. Starling if interested in these roles.
- D. N. Starling asked Interim Provost J. Irwin to provide updates on faculty searches.
 - i. J. Irwin shared that, as of this meeting, no decisions have been made about tenure-track lines for the current year.

IV. Reports of the Standing Committees

- A. Academic Policy: M. Diamantis asked senators three items:
 - i. Report any textbook issues in their departments
 - ii. Check if their departments want to create or update guidelines for promotion and tenure; and

- iii. Determine if more action is needed on AI-related issues, following last year's resolution on including AI statements in syllabi.
 - 1. Feedback should be sent to M. Diamantis or O. Biesel.
 - iv. A. Andrushko inquired about the status of the pass-fail policy. M. Diamantis shared that the debate was ongoing.
- B. N. Starling asked for an update on faculty evaluations and the implementation of Interfolio for faculty evaluations.
- i. Interim Provost J. Irwin shared that the Blackboard pages for faculty evaluation would be open by the end of the week.
 - ii. N. Starling highlighted that they are still awaiting confirmation on which faculty categories would use Interfolio and which would remain on Blackboard. M. Diamantis expressed concern about the lack of clarity regarding Interfolio, requesting that no changes be made this academic year due to the stress it could cause faculty members. N. Starling assured that stakeholders involved in the decision-making process are hearing these concerns and would aim for a swift resolution. N. Starling indicated that, based on current information, professional assessments would likely not be conducted through Interfolio but rather remain on Blackboard.

V. Special Committees

- A. UCF: M. Barboza shared information on the process for integrating courses into the revised Liberal Education Program (LEP). She also called senators' attention to the UCF-approved revised flow of proposals, which will need to be approved by the Faculty Senate. N. Starling asked that senators review this document in anticipation of a vote at the next meeting.
- B. Grad Council: B. Cook asked senators to reach out to her with any questions regarding the information provided in the packet.

VI. New Business

- A. P. Petrie (Rules) **moved to approve** the Resolution Regarding Revisions to the Faculty Senate Bylaws.
 - i. After a brief description of the changes, N. Starling asked the body if there were any objections to approving the Resolution as presented. Hearing none, the resolution was **approved by unanimous consent**.
- B. D. Diamantis inquired about the status of the academic maps that had previously been available on the university website.
 - i. D. Robinson shared that the plan is to move away from academic maps to degree plans, which will be a new tab on the degree evaluation. Advisors and students will now be able to see the sequence of courses for the degree plan. B. Cook shared that, at the graduate level, information has been distributed by A. Carroll and M. Sinclair, and that both have been in communication with departments with graduate programs. N. Starling shared that she has invited M. Sinclair to a future senate meeting.
- C. President Smith encouraged senators to attend the Community meeting on September 24 at 2 in the Adanti Student Center Ballroom.

VII. Adjournment

- A. C. Simoneau **moved to adjourn. Seconded.**
 - i. The meeting adjourned at 1:01 p.m.

L. Eilderts
Secretary



Southern Connecticut State University

FACULTY SENATE

Resolution Regarding Revisions to the Faculty Senate Bylaws

- 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; and
- Whereas, The Faculty Senate is responsible for making changes to the Faculty Senate Bylaws; now, therefore, be it
- Resolved,* That the following revisions to the Faculty Senate Bylaws become effective immediately:

In section IX.B.1. Membership, **insert** "Elections Officer or, in the Elections Officer's absence, the Second Elections Officer" after "Chairperson (or Co-chairpersons) of the other Faculty Senate Standing Committees".

1. Membership:
 - President of the Faculty Senate (Chairperson)
 - Secretary of the Faculty Senate (Secretary)
 - Chairperson (or Co-chairpersons) of the other Faculty Senate Standing Committees
 - **Elections Officer or, in the Elections Officer's absence, the Second Elections Officer**
 - Past President of the Faculty Senate

STANDING COMMITTEES

Academic Policy Committee (APC)

Minutes of the Academic Policy Committee

Wednesday, September 25, 2024

12:10 - 1:50pm

Online meeting via zoom

The meeting was called to order by Maria at 12:20pm

First	Last	Attendance	Total
Maria	Diamantis	*	2/2
Greg	Adams		1/2
Seb	Perumbilly	*	2/2
Shafaeat	Hossain		1/2
Sandip	Dutta	*	2/2
Evan	Finch	*	2/2
John	Nwangwu		1/2
Jonathan	Irving		0/2
Rex	Gilliland	*	2/2
Owen	Biesel	*	2/2
Debbie	Morrill	*	1/2

1. Announcement of new business item: Office of Online Learning - request from UCF/GC (please reach out to Meghan and Barbara if needed)
 - Does the office have enough support?
 - <https://inside.southernct.edu/digital-learning/online> vs <https://inside.southernct.edu/online-learning/about>
 - Request for clearer availability of centralized online location for student support
 - Request for templates for online course
 - Request for clearer availability of a faculty training hub for online teaching

Maria will reach out to Office of Online Learning team for input.

2. Graduate Pass/Fail policy revisions
 - Along with clarifications, there is a substantive change not to allow elective counted toward graduate programs to be taken pass/fail.
 - Is it not the prerogative of the program to decide which courses may be taken pass/fail?
 - Perhaps the Grad Council should be the ones making this decision;

Maria will reach out to Alicia Carroll and Grad Council

3. Bookstore issues / discussion
 - Status of First-Day Complete program? not begun because there is no current contract with Barnes and Noble.
 - Nursing program: few students use the bookstore because the department has a discount with the publisher to order books directly (students who must go through the bookstore for financial aid reasons can get a rebate afterward).
 - **Lauren Taylor and Rob DeMezzo will be visiting next APC meeting (10/9)**
4. Develop Templates for Evaluation Letters from DEC's and Chairpersons
 - After lengthy discussion, the committee decided not to make templates, possibly a checklist of common mistakes
 - Should there be a required step for the DEC or Chair to sign the checklist verifying that they've completed those steps?
 - Potential checklist items:
 1. Is each of the four categories addressed relative to the expectations of the candidate's department?
 2. Is the significance of the candidate's achievements explained for an audience outside their field?
 3. Does the final line of the letter say "...” verbatim?
5. Department P&T guidelines: **waiting on input from departments**
6. Supplemental vs primary file discussion
 - The issue is that the Interfolio rollout is ongoing
 - Should faculty need to have to switch from BB9 to Interfolio if they are doing both renewal and P&T?
 - What about faculty who will need to transition from BB to Interfolio later?
 - Is part of the issue that P&T committee members are obliged to read the whole primary file but not the supplemental file?
7. Advising faculty body re Artificial Intelligence: **waiting on input from departments**
8. Development of Guidelines for Dept Mergers & Splits: **not addressed at this meeting.**

Meeting adjourned at 1:51

Respectfully, Owen Biesel and Maria Diamantis
APC Co-chairs, 2024-2025

Finance Committee (FC)

***FACULTY SENATE
PERSONNEL POLICY COMMITTEE
Minutes***

September 25, 2024

FIRST	LAST	DEPARTMENT	ATTENDANCE	TOTAL
Amy	Jansen	Library Services	X	2
Tricia	Lin	Women's & Gender Studies	X	2
Virginia	Metaxas	Part-Time Faculty	X	2
Mike	Shea	English	X	2
Stephen Monroe	Tomczak	Social Work	X	2
Alison	Wall	Management & International Business	X	2

Convened at 12: 15 pm

- Question about the role of PPC in departmental guidelines? In APC right now, but it may come to us.
- Process for guidelines needs to be established, if Provost doesn't approve them, they can be ignored and don't have power.
- Guidelines need to be reviewed so that they're consistent with our contract.
- Some departments have guidelines, but they are only internal.

Minutes of September 11, 2024 - Approved

OLD BUSINESS

- ◆ Resolution for Information about Service
 - Check with J. Irwin about reintroducing statement and invite her to a meeting?
 - Consensus to leave service statement as is, send to J. Irwin, and invite her to a future meeting. M. Shea will follow up.
- ◆ Open Education Practices (OEP) and the use and creation of Open Educational Resources (OER) with P&T Guidelines.
 - See EMAIL from Mary Brown dated 4/19/24
 - Is this a DEC issue, or P&T one?
 - Should we be issuing a statement on the issue?
 - Follow up with Mary Brown? S. Tomczak will do that.
 - A. Jansen will follow up with Sharon Clapp at CCSU about adapting the DOERS rubric for P&T, <https://www.doers3.org/tenure-and-promotion.html>

NEW BUSINESS

- ◆ Interfolio Process – discussion with guest, K. Kruczek
 - Interfolio & Blackboard: transition slower than expected with Faculty Senate break during summer

- Renewals only using Interfolio, beginning Spring 2025.
- Everyone should have Interfolio accounts already in place
- K. Kruczek believes we need more P&T template like structure for the Renewals template, but right now it's vague and misleading for renewal candidates, he was asked not to add anything beyond what's in the Renewal document
- Question over timeline- all evaluations in Fall 2024 are using Blackboard
- Spring 2025 Renewals - using Interfolio, there will be training beforehand
 - Discussion over those doing P&T this fall and Renewal in spring, required to have files in 2 programs? This will be addressed by N. Starling, K. Swanson/AAUP, and possibly others, no clear answer yet.
- Migrating from Digital Measures to Interfolio as well this year
- Questions over what entries to include for each category
- Renewal file should include CV, CIF, category statements, but it is not mentioned in Renewal doc or in Blackboard, K. Kruczek would like to see these added to Renewal file in Interfolio.
- "Submit" feature in Interfolio sends notice to DEC, or next evaluating unit; unlike Blackboard, which automatically releases file on specified date
- Uses of Interfolio other than evaluation? Replacing Digital Measures and possible use for sabbatical leave process.

Tabled for Future Discussion:

- ◆ Ability for P & T Committee to allow abstentions (consider switching to "No" votes in procedures doc)
- ◆ How can academic advising be further clarified in the faculty evaluation categories?
- ◆ P & T Guidebooks: review and determine if updates are needed and make recommendations; determine purpose and therefore existence of the guidebooks

Meeting Adjourned at 1:59 pm

Rules Committee (RC)

UFS RULES COMMITTEE MINUTES 09/25/2024 (12:10-1:45pm Teams)

Attendance:

FIRST	LAST	DEPARTMENT	ATTENDANCE	TOTAL
Polly	Beals	History	x	2/2
Shawneen	Buckley	Communication Disorders	x	2/2
Jonathan	Irving	Music	x	1/1
Paul	Petrie	English	x	2/2
Matthew	Rothbard	Health & Movement Sciences		0/1

1. Officer duties (develop list of duties for all senator officers for posterity), incorporating development of mechanisms for collecting and housing department and all-university committee by-laws annually.
 - a. Discussed with Luke Eilderts (Senate Secretary):
 - i. Status of the duties document, parliamentarily speaking. Conclusion: create as freestanding document for Senate or Executive Committee approval, not part of by-laws.
 - ii. Finalized list of officers / entities: president, secretary, treasurer, elections officer / 2nd officer, Senate committee chairs (generic) + chair-specific duties, (parliamentarian?)
 - b. Tasks:
 - i. Petrie will query current officers re: duties
 - ii. Beals and Irving will research Senate by-laws for chair-specific duties information
2. Discussed and drafted proposed changes to Senate by-laws procedures for replacing Senators who go on leave. (Change from department election for duration of term to department election for period of original senator's absence.)
 - a. Petrie will complete draft of resolution and document changes for final Rules consideration on 10/9.
3. Discussed changes to Sabbatical Leave document.
 - a. Proposed changes to sections IV.B.2.e., IV.B.3.b, application form, and timeline to clarify purposes and procedures for dean's "negotiation" with department chair and meaning of dean's signature on application form.
 - i. Petrie will draft discussed changes for Rules consideration on 10/9.
 - b. Reviewed potential changes to HR's role in sabbatical process, some of which may be artifacts of abandoned, all-paper application process: list of applicants, interview scheduling, collection of applications.
 - i. Buckley will gather HR email correspondence from Spring 2024 for further Rules discussion, possible meeting with HR rep.
4. Deferred: routine check of department chairperson document.

—Paul R. Petrie

Student Policy Committee (SPC)

Minutes
 Student Policy Committee
 9/25/2024
 Via Zoom
 12:30

First	Last	Department	Attendance	Total
Beena	Achpal	Curriculum & Learning		1
Laurie	Bonjo	Counseling& School Psychology	Excused	
Gabrielle	Ferrell	Part time Faculty		1
Deron	Grabel	Recreation, Tourism & Sport Management	x	2
Elizabeth	Hulbert	Nursing	Excused	
Kate	Marsland	PSY	x	1
Matthew	Ouimet	Counseling	x	2
Amanda	Strong	Healthcare Systems & Innovation	x	2
Joan	Weir	Special Education	x	2
Elizabeth	Wilkinson	Library Services	x	2

1. Minutes
2. Review charges and prioritize

Charges:

Menstrual Equity: Questions raised:

1. Is there a university wide ad hoc committee? It is a community wide issue and many stake holders are working on it independently. A central ad hoc university wide committee with representation from all stake holders including a cabinet-level representative would be powerful
2. Ask Kari Swensen about the money/progress Is the \$100,000 a one-time deal?

Student readmission: Current recommendation:

1. Send it back to UASC for clarification of the issue/what it is and what we should be doing about it. Joan will email.

Clarity on "Flow" for Student Academic Complaints- Questions raised:

1. Is there a policy already?
2. How do we make sure faculty are notified/involved when this occurs over the summer?
3. Should we outline a flow chart based on Post University's model? Timeliness will be an important factor following the chart.
4. Clear designation of responsibilities- who submits to whom? Timeline for review and reaction.

5. Stakeholders to involve- Dean of students office, the union, UASC. Committee will attempt a meeting with all, but if necessary, various members will attend meetings with the various stakeholders.
6. Committee will review old documents in TEAMS folder to determine what has been done previously.

Banner notes - specific to Hybrid courses- Actions:

1. Joan emailed Meghan Barboza who informed her that UCF created labels.

In-Person:

- All instruction occurs on predefined days/times and in a specified physical location.

Hybrid:

- A minimum of 50% of instruction occurs on predefined days/times and in a specified physical location. This portion of the course will meet in person. The remainder of the instruction is delivered remotely, either synchronously or asynchronously.

(NEW) Hybrid Limited:

- Some instruction, but less than 50%, occurs on predefined days/times and in a specified physical location. This portion of the course will meet in person. The remainder of the instruction is delivered remotely, either synchronously or asynchronously.

Online Synchronous:

- All instruction occurs remotely on predefined meeting days/times.

Online Asynchronous:

- All instruction occurs asynchronously online and there are no predefined meeting days/times.

(NEW) Online Blended:

- All instruction occurs online but requires a mix of remote synchronous (predefined days/times) and asynchronous online learning.

2. Alicia Carroll. Ask her about whether she wants to be part of the initial conversation and/or later for implementation. Registrar needs to be contacted about Banner Notes. She can give data as well.

Enrollment, Retention, Persistence:

1. Joan emailed Dr. Smith 9/25. He replied that he would love to talk with the committee. Joan invited him to our 10/9 meeting. 10/23 12:30-1, Dr. Smith will join us.
2. Kate shared some ideas on how to recover students which she will share when Dr. Smith meets with us.

COVID safety recommendations to students.

1. Committee would like to include this charge given the uptick and severity in COVID variants.
2. Tests are free again.
3. Kate volunteered to talk to EC about recommendations. Not just for students, but our community. Fill the sanitizing wipes/hand sanitizer.

Food pantry-

1. Diapers and menstrual products typically gone. It was endowed. There is currently a greater need than the food pantry can keep up with.
2. Should this be a charge for SP?

Housing- Questions:

1. Should this be a charge for SP?
2. Justin Elicker not doing anything with SCSU but working with Yale. Should we reach out to the mayor's office?

Student rep from SGA?

1. Will our student representative be joining our committee? Should we reach out?

Textbook fee-

1. Is this a charge for AP?
2. How to advertise that the Multicultural Center and library have copies of the textbooks?
3. If Academic Policy is dealing with this, is it possible to have a liaison from our committee included?
4. The Dean of Students office has an account where they will pay for digital access for those who can't afford it. Should we be gathering data about the number of those in need?

6. **Student Opinion Surveys:** it was determined that this will be a long-range charge

Minutes taken by Joan Weir

Technology Committee (TC)

Minutes 9/25/24

Zoom Meeting

Tech Committee Members: Slomba, Jeffery; Petto, Christine; Savelli, Melanie; Morrill, Deborah; Toskin, Katarzyna; West, Eric; Liu, Yan; Kim, Younjun; Webb, Jeffery (Co-Chair); Macur, Douglas (Co-Chair)

12:10pm

CONTINUING BUSINESS:

1. Committee Charge Discussion & Delegation:

- a. **Data Table of LTEC Tickets, Progress, & Outcomes** – Douglas Macur
 - i. Co-Chair will continue to work directly with IT to produce a report of LTEC ticket status for regular presentation in Faculty Senate Packet.
- b. **Grade Appeal Paperwork Workflow** – Christine Petto & Eric West
 - i. Seeking confirmation that Hyland Onbase will function for this process. Must be able to be initiated by the student submitting the appeal.
 - ii. FS President to be invited to upcoming Tech Committee meeting to walk through workflow with committee.
- c. **Faculty Laptop Refresh Policy** – Jeffery Slomba
 - i. Invitation to attend a Tech committee meeting to be extended to IT reps. In meeting discussion of current guidelines to follow.
 - ii. According to IT:
 1. Faculty Laptops are targeted for a four (4) year refreshment cycle.
 2. Processed via LTEC (another reason for LTEC transparency report from committee chair).
 3. IT works with deans for final approval list of computer refreshments.
 4. Current refreshment hardware standards are available on IT website at:
<https://helpdesk.southernct.edu/shp/southernct/viewarticles?articleId=1529232¤tPage=0&selectedValue=faculty>
 - iii. Goal remains to be an increase in policy transparency.
- d. **Blackboard Ultra & Interfolio Preparations** – Committee
 - i. Klay Kruczek is now the Interfolio Coordinator, further updates on Interfolio rollout to come from him. Committee will track progress as a backup reporting mechanism to FS.
 - ii. Blackboard Ultra rollout begun last academic year (23'/24'). Coursework migration from Learn 9 to Ultra still to be completed. Committee will seek timeline updates from IT.
- e. **Windows 10 Sunset/Windows 11 Migration**
 - i. Windows 10 Operating System is being sunset by Microsoft in October 2025. As it will no longer be receiving security updates machines running Windows 10 will be disallowed from functioning on campus networks.
 - ii. Current PCs running Windows 10 on campus will need to be updated to Windows 11 or replaced if they cannot be upgraded due to hardware limitations.
 - iii. Currently a very active item in IT. More information to be acquired for dissemination via FS Tech Committee.
- f. **Blocked Russian Internet Domain**
 - i. Currently all Russian domain websites are blocked from access via campus networks.
 - ii. Seeking informational confirmation from IT on the following:
 1. This is a system office level IT policy that SCSU IT must follow.

2. Is there an active list of blocked domains available so faculty can plan around the blocks?
- iii. SCSU IT has offered workarounds for the accessing of websites in blocked domains:
 1. VPN
 2. Cellular WiFi hotspot (available as a loaner unit from IT)
- iv.

Adjourned 1:30pm

Respectfully Submitted,
Douglas Macur, Co-Chair
Dr. Jeffery A. Webb, Co-Chair

SPECIAL COMMITTEES

Undergraduate Curriculum Forum (UCF)

Undergraduate Curriculum Forum September 26th, 2024 Meeting Report

Actions

- None

Course & Program Proposals

- i. Expedited Revision to Multiple Courses
 1. BIO 102 -> BIO 103 pre-req change
 2. PSY 300 allowed to be taken concurrently
- ii. New Course
 1. CSC 428 – Bioinformatics Algorithms
 2. PHI 226 – Cyborg (Dis)abilities – LEP Interpreting Cultures (Cultural Expressions F25)
 3. JST 118 – Making a More Just America: Judaic Texts and Teachings – LEP US Experience (American Experience F25)
 4. BUS 390 – Shadowing a Solar Service Provider: Experiential Learning at Parkour Capital Limited
 5. BUS 430 – Business Development & Planning
 6. MGT 420 – Contracts and Negotiations for the Energy and Utility Sector
- iii. Revised Program
 1. BS Computer Science - General
 2. BS Computer Science – CIS
- iv. W-Courses
 1. MKT 338: Services Marketing
 2. JST 118: Making a More Just America - Judaic Texts and Teachings
 3. MGT 315: Gender, Leadership and Management
 4. ARTH 398: The Arts of Latin America, the Caribbean, and the Latin Diaspora
 5. SPA 405: Advanced Speaking and Writing Development
- v. Expedited Explorations Designation
 1. Introduction to Psychology (PSY 100) Mind and Body (MB) → Individuals, Social Institutions, & Values (IV)

Other Notes

- UCF and GC are currently considering course modality definitions developed in Spring 2024 by the Ad Hoc committee on Online Curriculum and Learning. The most common discussion point is about HyFlex which is considered a technology available for use in one or more modality but not a modality itself. The modalities would go into effect in the Fall 2025 schedule to provide more clarity to students and faculty. See proposed definitions:
 - **In-Person:**
 - All instruction occurs on predefined days/times and in a specified physical location.
 - **Hybrid:**

- A minimum of 50% of instruction occurs on predefined days/times and in a specified physical location. This portion of the course will meet in person. The remainder of the instruction is delivered remotely, either synchronously or asynchronously.
- **(NEW) Hybrid Limited:**
 - Some instruction, but less than 50%, occurs on predefined days/times and in a specified physical location. This portion of the course will meet in person. The remainder of the instruction is delivered remotely, either synchronously or asynchronously.
- **Online Synchronous:**
 - All instruction occurs remotely on predefined meeting days/times.
- **Online Asynchronous:**
 - All instruction occurs asynchronously online and there are no predefined meeting days/times.
- **(NEW) Online Blended:**
 - All instruction occurs online but requires a mix of remote synchronous (predefined days/times) and asynchronous online learning.

Respectfully submitted,
 Meghan Barboza, UCF Chair
 September 30th, 2024

Undergraduate Curriculum Forum September 12th, 2024 Meeting Report

Actions

- Approved minor edits to the flow of proposals document.
 - Adds suspension and reinstatement of programs
 - Removes reference to DocuSign and Accelerated Pathways

Course & Program Proposals

- vi. New Courses
 - 1. MKT 326 – Pricing Strategies Emerging Technologies
- vii. Revised Courses
 - 1. ANT 326 – Forensic Science in Famous Cases -> Famous Cases in Forensic Science
- viii. Revised Program
 - 1. Post Baccalaureate- Accounting
- ix. Special Topics Courses – UCF Chair
 - 1. BIO 298- The Business of Science – Fall 2024 (1st time offered)

Other Notes

- Reminders:
 - Last spring UCF approved a schedule to convert all W courses that are still under the ‘by-instructor’ or ‘L’ designation to the current W program that is approved by course. A list of these courses is available in the UCF TEAMS under the ‘UCF Proposals’ along with the schedule.
 - Preparation for the new LEP which begins with the 2026-27 Academic catalog has started. The Expedited Course Form for LEP courses currently in the LEP and shared with a program are due by November 30th, 2024. Department chairs should have received the DocuSign to initiate the form. The form and details can be found in the UCF Confluence under the LEP course information tab.

Respectfully submitted,

Meghan Barboza, UCF Chair
September 16th, 2024

