



## FACULTY SENATE

### APPROVED MINUTES OF APRIL 2, 2025

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

The 13<sup>th</sup> Meeting of the Faculty Senate AY 2024-2025 was held on April 2, 2025, at 12:12 p.m. via Zoom.

#### Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL
Lisa	Haylon	Accounting	2025	✖	3/13
Valerie	Andrushko	Anthropology	2026		11/13
Jeff	Slomba	Art & Design	2027		13/13
		Athletics	2026		
Nicholas	Edgington	Biology	2026		12/13
Kate	Toskin	Business Information Systems	2025		13/13
Jeff	Webb	Chemistry & Biochemistry	2026		12/13
Shawneen	Buckley	Communication Disorders	2027		13/13
Melanie	Savelli	Communication, Media & Screen Studies	2025		9/13
Shafaeat	Hossain	Computer Science	2025	✖	11/13
Matthew	Ouimet	Counseling	2027	✖	8/13
Laurie	Bonjo	Counseling & School Psychology	2026		11/13
Beena	Achhpal	Curriculum & Learning	2027		13/13
Maria	Diamantis	Curriculum & Learning	2027		13/13
Jennifer	Cooper Boemmels	Earth Science	2025		13/13
Younjun	Kim	Economics	2027		13/13
Peter	Madonia	Educational Leadership & Policy Studies	2026		8/13
Paul	Petrie	English	2026		12/13
Mike	Shea	English	2027		11/13
Eric	West	Environment, Geography, & Marine Sciences	2025		12/13
Sandip	Dutta	Finance & Real Estate	2025	✖	8/13
Amanda	Strong	Healthcare Systems & Innovation	2025		12/13
Matthew	Rothbard	Health & Movement Sciences	2025		10/11
Daniel	Swartz	Health & Movement Sciences	2025	✖	11/13
Thomas	Radice	History	2026		6/6
Troy	Rondinone	History	2026	✖	3/6
Yan	Liu	Information & Library Sciences	2027		13/13
Cindy	Simoneau	Journalism	2027		12/13

Elizabeth	Wilkinson	Library Services	2026	✖	12/13
Amy	Jansen	Library Services	2025		12/13
Alison	Wall	Management & International Business	2025		13/13
Melvin	Prince	Marketing	2026	✖	4/13
Sebastian	Perumbilly	Marriage & Family Therapy	2025		12/13
Ray	Mugno	Mathematics	2025		12/13
Owen	Biesel	Mathematics	2025		12/13
Jonathan	Irving	Music	2026	✖	8/13
Deborah	Morrill	School of Nursing	2026		13/13
Elizabeth	Hurlbert	School of Nursing	2027		12/13
Virginia	Metaxas	Part-Time Faculty (HIS)	2026		11/13
Garbielle	Ferrell	Part-Time Faculty (JRN)	2025		12/13
Shenira	Billups	Part-Time Faculty (PSY)	2027		2/2
Mike	Sanger	Part-Time Faculty (WGS)	2027		2/2
Heidi	Lockwood	Philosophy	2026		6/6
Evan	Finch	Physics	2027		13/13
Jonathan	Wharton	Political Science	2025		4/4
Katherine	Marsland	Psychology	2025	✖	5/12
Patricia	Kahlbaugh	Psychology	2027		6/6
John	Nwangwu	Public Health	2027		13/13
Deron	Grabel	Recreation, Tourism, & Sport Management	2026	✖	11/13
Isabel	Logan	Social Work	2026		12/13
Stephen Monroe	Tomczak	Social Work	2025		13/13
Gregory	Adams	Sociology	2026		12/13
Joan	Weir	Special Education	2027		11/13
Douglas	Macur	Theatre	2027		11/13
Tricia	Lin	Women's & Gender Studies	2025		12/13
Luke	Eilderts	World Languages & Literatures	2026		11/13
Natalie	Starling	SCSU Faculty Senate President	2025		12/13
Dwayne	Smith	Interim SCSU President			12/13
Barbara	Cook	Chair, Graduate Council			13/13
Meghan	Barboza	Chair, Undergraduate Curriculum Form			12/13
Riyanna	Singleton	SGA		✖	0/6

#### GUESTS

Dyan Robinson  
Jordan Jones  
Julia Irwin  
Tanya  
Trevor Broliar  
Vu Trieu

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.

<b>Faculty Senate Representation</b>	<b>Faculty Senate Representative(s)</b>
Ad Hoc Committee on AI Use for Faculty	Amy Jansen Elizabeth Hurlbert
Ad Hoc Committee for Formalizing Faculty Advising	Michael Shea Stephen Monroe Tomczak Virginia/Ginny Metaxas Jeffrey Webb
ACT/KPI Committee (concluded)	Natalie Starling
Administrative Faculty Senate	Kate Marsland
Blackboard Administrator Search Committee	Doug Macur
Chief Information Officer (CIO) Search Committee	Matt Rothbard
Commencement Planning Committees	Maria Diamantis
Dean of the College of Education Search Committee (concluded)	Joan Weir
DEI Advisory Council	Laurie Bonjo
Early College Experience	Joan Weir
Faculty Development Advisory Committee (FDAC)	Kate Marsland
Social Venture Partners	Mike Shea Jeff Webb Melanie Uribe Stephen Monroe Tomczak Michael Sormrude
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
Undergraduate Curriculum Forum (UCF) liaison	Cindy Simoneau
University Budget and Space Committees	Nicholas Edgington Cindy Simoneau Christine Petto
University Library Committee (ULC)	Amy Jansen 1 Representative Unfilled
VP of DEI Search Committee (concluded)	Laurie Bonjo Elizabeth Hurlbert

April 2, 2025

Faculty Senate President Natalie Starling called the 13<sup>th</sup> meeting of the Faculty Senate to order at 12:12 p.m. via Zoom.

I. Announcements

- A. L. Eilderts shared that the French section in the Department of World Languages & Literatures, with support from the Department of Communication, Screen & Media Studies, is organizing the French film series “Mal à l’aise | Uncomfortable” that continues April 3 at 5:30 in the Adanti Student Center Theater. More information can be found on the website: <https://sites.google.com/view/southernct-french/2025-film-series>.
- B. V. Andrushko announced that the Anthropology Department's first graduate program—an MS in Archaeology and Cultural Resource Management—has been approved. W. Farley will serve as the point person, with support from M. Rogers, V. Andrushko, and Chair K. Skoczen.

II. Minutes of the previous meeting held on March 12, 2025, 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 announced that the university president signed the resolution affirming the value of service, which will be shared with the faculty body. However, the resolution to cap enrollment in W (writing-intensive) courses was not approved. President Smith and Provost Irwin emphasized that while the administration supports the intent, more discussion and evaluation are needed. A small-scale pilot in the English department—with some courses capped at 20 students—is already underway to assess impact. Broader implementation will depend on data and resource considerations. The Senate Executive Committee and Provost will continue discussions.

IV. Standing Committees

- A. Standing Committee Reports received.
- B. Academic Policy (M. Diamantis)
  - i. Working on undergraduate pass/fail and withdrawal policy revisions, which will be presented soon.
  - ii. Collaborating on academic misconduct policy; clarification needed on committee chair.
  - iii. Addressing bookstore vendor transition: no changes for Fall 2025; planning an ARA committee to assist with the RFP process.
- C. Finance (C. Simoneau)
  - i. Presented a travel funding resolution for 2025–2026 (same amounts as current year).
  - ii. Reminders:
    - 1. Memberships/subscriptions are not covered by AAUP travel funds.
    - 2. Travel authorizations (TAs) are required for *any* university-funded travel (including P-card or dean's funds).
  - iii. Faculty retraining funds are underutilized; nearly \$96,000 available.
  - iv. Budget cuts: Deans asked to reduce adjunct funding and departmental operating expenses (OE); not across-the-board but based on need.
- D. Personnel Policy (M. Shea & S. M. Tomczak)
  - i. Will propose a resolution to address gaps in the P&T (promotion & tenure) process, especially around calendar compliance and evaluator accountability.
  - ii. Aims to clarify steps for handling late or incorrect letters and improving procedures transparency.

- E. Rules (P. Petrie)
  - i. Reviewing the Faculty Creative Activity and Research (FCAR) Grant process.
  - ii. Minor updates may be brought to Senate this year; larger changes likely delayed to next year.
- F. Student Policy (J. Weir)
  - i. Developing best practices to improve Student Opinion Survey participation.
  - ii. Drafting a flow chart for non-academic student complaints, currently under review by the Executive Committee.
- G. Technology (D. Macur)
  - i. Laptop refresh cycle will shift from 4 to 6 years; new models will have 24GB RAM to extend usable life.
  - ii. Classroom tech upgrades will reduce lecterns from 5 to 2 inputs (desktop + HDMI); document cameras will remain via USB.
  - iii. No current plan for adjunct faculty to receive university laptops, but shared devices are available in adjunct offices.
  - iv. Windows 11 upgrades are required this year; IT offers self-service and technician-assisted options.
- V. Special Committees
  - A. UCF: M. Barboza
    - i. Report received.
    - ii. M. Barboza reported that a motion regarding prerequisite requirements, previously introduced at Senate, has been approved by UWIC and will be discussed and possibly voted on at UCF.
    - iii. She clarified that implementation of the new LEP (Liberal Education Program) is scheduled for 2026–2027.
    - iv. Departments have completed course conversion/removal submissions.
    - v. Departments are now being asked to place remaining courses into new LEP categories and verify program-level LEP course alignments.
    - vi. Communications have been sent via email; some delays are due to limited secretarial support.
    - vii. The Registrar’s Office will begin implementation this summer, with time allotted for corrections before the 2026 rollout.
  - B. Graduate Council: B. Cook.
    - i. Report received.
    - ii. The Graduate Council reviewed the Graduate Coordinator Roles and Responsibilities document, intended to promote equity across programs. It was approved (19–6) for forwarding to Faculty Senate for future consideration.
    - iii. Approved two new policy motions:
      - 1. Independent Study
      - 2. Dual Degree
    - iv. A motion on Credit for Prior Learning was tabled pending additional information and will be revisited in late April.
    - v. Approved a department name change: *Communication Disorders* is now *Speech, Language, and Hearing Sciences*.
    - vi. Noted upcoming review by the Policy and Procedures Committee of graduate catalog language, specifically to revise the term “*regionally accredited*” to better accommodate applicants from internationally accredited institutions, while remaining compliant with NETG standards.

- vii. Senators were asked to review the Graduate Coordinator document (included in the meeting packet) with their departments in preparation for a future Senate vote.
- C. Elections Officers (O. Biesel)
  - i. Announced that nominations for All-University Committees would be called for soon.
  - ii. M. Shea reminded the Senate of several key open leadership positions for the upcoming year, including Faculty Senate President, UCF Chair, and Treasurer. He encouraged colleagues to consider running, emphasizing the value of service for both institutional function and individual professional growth.
  - iii. B. Cook noted ongoing challenges in recruiting Graduate Council leadership and urged senators to encourage qualified colleagues to step up. She emphasized that leadership skills grow through experience and that administrative encouragement (from the President and Provost) could also be helpful.
  - iv. N. Starling added that the Executive Committee is drafting a resolution to request additional credit load compensation for significant shared governance work, in recognition of the time and labor these roles require. This resolution will be presented at a future meeting.
- D. AAUP Report (S. M. Tomczak)
  - i. S. M. Tomczak shared several AAUP-related updates:
    - 1. April 8: A Connecticut for All town hall event with Speaker Matt Ritter will be held at 10 Woodland Street, Hartford.
    - 2. April 2: A press conference on higher education funding, co-sponsored by CSU-AAUP, 4Cs, and UConn-AAUP, took place at the Capitol with student participation.
    - 3. April 5: “Hands Off” rallies advocating for higher education and social services will occur across Connecticut, including New Haven at noon and Hartford at 3 p.m.
  - ii. CSU-AAUP officer elections are now open; members should have received ballots via email.
  - iii. L. Cunningham’s retirement celebration will be held on April 22 from 11:00 a.m. to 2:00 p.m. in the Student Center Ballroom.

## VI. Unfinished Business

- A. Resolution Regarding the Discontinuation of the P&T Guidebooks
  - i. The Senate resumed discussion on a resolution from the Personnel Policy Committee (PPC) to eliminate the existing *Promotion and Tenure (P&T) guidebooks* for athletic trainers, coaches, counselors, and librarians.
    - 1. M. Shea and M. Diamantis emphasized that the guidebooks are often outdated, omit important nuances from the official P&T document, and can mislead candidates.
    - 2. P. Kahlbaugh and S. M. Tomczak argued for investment in more effective support mechanisms such as mentorship, departmental culture, and Senate-hosted P&T workshops.
    - 3. N. Starling clarified that training resources already exist, including fall workshops and materials on the Faculty Senate website.
    - 4. P. Petrie, S. Buckley, and H. Lockwood expressed concern that eliminating the guidebooks without providing a substitute would disadvantage junior faculty—especially in departments lacking strong mentorship.
    - 5. Suggestions were made to retain the guidebooks with clearer disclaimers or to replace them with digital sample files and additional training.

6. Some questioned whether better alternatives should be identified before eliminating the guidebooks.
- ii. C. Simoneau moved to call the previous questions. Seconded.
  1. With no objections, debate was closed and a vote was held.
  2. Vote tally
    - a. Yes..... 24
    - b. No..... 13
  - i. The resolution **passed**.

B. Resolution Regarding Supplemental Department Guidelines for P&T

- i. M. Diamantis moved to approve the resolution from the Academic Policy Committee (APC) to permit departments to create supplemental P&T guidelines intended to clarify expectations for candidates, without contradicting the Collective Bargaining Agreement (CBA) or the university-wide P&T procedures document. She shared that these guidelines are optional, department-specific, and intended to provide additional clarity to faculty. AAUP reviewed the draft to ensure compliance with the CBA.
  1. B. Cook emphasized that with the university-wide P&T guidebooks now eliminated, department-level guidance becomes increasingly important. She urged a review of the university P&T procedures to determine what missing content necessitated these supplemental guidelines.
  2. M. Shea and V. Metaxas stressed the need for departmental votes on such guidelines to be unanimous and non-secret, to protect junior faculty and ensure equity.
  3. Multiple speakers noted that guidelines would only be effective if administrators—particularly deans and the provost—also reviewed and acknowledged them. Without this, faculty might be misled about the applicability of department-level expectations.
  4. Concerns were raised about potential inconsistencies across departments and the possibility of disparate expectations.
  5. There were calls to ensure administrative (provost/dean) oversight to avoid scenarios where a department’s guidelines are disregarded by upper-level reviewers.
  6. Several participants emphasized that clarification and consistency in the main P&T document itself might reduce the need for such supplemental documents.
  7. L. Eilderts **that the resolution be recommitted** to the APC. Seconded.
    - a. The motion **passed** without objection.

VII. Adjournment

- A. C. Simoneau **moved to adjourn. Seconded.**
- B. The meeting adjourned at 2:01 p.m.

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L. Eilderts  
Secretary



# Southern Connecticut State University

## FACULTY SENATE

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### Resolution Regarding the Discontinuation of the Promotion & Tenure (P&T) Guidebooks

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

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

Whereas, Individuals involved in the university evaluation processes of renewal, promotion, and/or tenure require up to date and accurate information about the processes and the criteria on which evaluations are based;

Whereas, Information about evaluation processes and criteria frequently changes;

Whereas, There are four guidebooks (athletic trainers, coaches, counselors and librarians, and teaching faculty);

Whereas, Updating the four guidebooks that inform individuals about changes in current policies is labor intensive and could miss important updates; and

Whereas, Missing important updates causes confusion in the evaluation processes; now, therefore, be it

*Resolved*, That these four guidebooks shall no longer be published or updated and individuals (particularly those under review and/or responsible for evaluation) shall refer to the complete P&T document and collective bargaining agreement (CBA) for information about university evaluation processes and criteria.