



# Southern Connecticut State University

## FACULTY SENATE

**[October 1st, 2025] | 12:10 p.m. | via Zoom**

To join the meeting, please [click here](#) to be connected via Zoom. Alternatively, copy and paste this link:

<https://southernct-edu.zoom.us/j/7847828474?omn=86729842970>

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#### **AY 2025-2026**

Full Faculty Senate Meetings: 8/27, 9/17, 10/1, 10/15, 10/29, 11/12, 12/3, 1/28, 2/11, 2/25, 3/11, 4/1, 4/15, 4/29, 5/6

Standing Committee Meetings: 9/3, 9/10, 9/24, 10/8, 10/22, 11/5, 11/19, 1/21, 2/4, 2/18, 3/4, 3/25, 4/8, 4/22

The AI tool Fireflies.ai is used to facilitate note taking and the writing of the minutes. For more information, please reach out to the Secretary of the Faculty Senate.



# Southern Connecticut State University

## FACULTY SENATE

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The Faculty Senate has as its goal a University community that promotes to the fullest the free transmission of knowledge and pursuit of truth.

*Faculty Senate is the representative body of the faculty. Its primary function is to serve as the agency by which the faculty can actively participate in the governance and policy-making decisions of the University on the basis of the principle of shared authority.*

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### AGENDA

10/01/25

12:10 p.m. | via Zoom

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- I. Announcements Relevant to the Faculty Senate
- II. Approval of Minutes of the Previous Meeting held on [09/07/25]
- III. Faculty Senate President's Report
- IV. Faculty Senate Standing Committees
  - a. Academic Policy
  - b. Finance
  - c. Personnel Policy
  - d. Rules
  - e. Student Policy
  - f. Technology
- V. Reports of Faculty Senate Special Committees
  - a. UCF
  - b. Graduate Council
  - c. Elections Officers
- VI. Reports from Faculty Senate Representatives
- VII. Report from SCSU-AAUP Representative
- VIII. Unfinished Business
- IX. New Business
- X. Guest(s)

a. President Bulmer

b. Provost Irwin

c. Jordan Jones (AFS)

d. Kari Swanson (AAUP)



## FACULTY SENATE

### UNAPPROVED MINUTES OF [09/17/25]

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

The 1st Meeting of the Faculty Senate AY 2025-2026 was held on 08/27/25, at 12:10 p.m. via Zoom.

#### Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL
		Accounting			
Valerie	Andrushko	Anthropology	2026	X	
Jeff	Slomba	Art & Design	2027	X	
Jessica	Case	Athletics	2026	X	
Nicholas	Edgington	Biology	2026	X	
Kate	Toskin	Business Information Systems	2028	X	
Jeff	Webb	Chemistry & Biochemistry	2026	X	
Shawneen	Buckley	Communication Disorders	2027	X	
Melanie	Savelli	Communication, Media & Screen Studies	2028	X	
Aashma	Upreti	Computer Science	2028	X	
Matthew	Ouimet	Counseling	2027	X	
Laurie	Bonjo	Counseling & School Psychology	2026	X	
Maria	Diamantis	Curriculum and Learning	2027	X	
Jennifer	Cooper Boemmels	Earth Science	2027	X	
Yu	Jia	Economics	2028	X	
Peter	Madonia	Ed Leadership	2027	X	
Paul	Petrie	English	2026	X	
Mike	Shea	English	2026	X	
Eric	west	Environment, Geography, & Marine Sciences	2027	X	
Sandip	Dutta	Finance & Real Estate	2028	X	
Amanda	Strong	Healthcare Systems and Innovation	2028	X	
Matthew	Rothbard	Health & Movement Sciences	2028	X	
Daniel	Swarz	Health & Movement Sciences	2028	X	
Christine	Petto	History	2028	X	
Troy	Rondinone	History	2026	X	
Yan	Liu	Information & Library Sciences	2026		
Cindy	Simoneau	Journalism	2028	X	
Amy	Jansen	Library Services	2028	X	
Zheni	Wang	Management & International Business	2028	X	
Melvin	Prince	Marketing	2026		

		Marriage & Family Therapy	2026		
Leah	Sturman	Mathematics	2027	x	
Danial	Cicala	Mathematics	2027	x	
Natalie	Starling	Mental Health Services	2026	x	
		Music	2027		
Deborah	Morrill	Nursing	2026	x	
Elizabeth	Hurlbert	Nursing	2027	X	
Gabrielle	Ferrell	Part-Time Faculty	2025		
		Part-Time Faculty	2025		
Shenira	Billups	Part-Time Faculty	2027		
Mike	Sanger	Part-Time Faculty	2027		
Rex	Gilliland	Philosophy	2026	x	
Evan	Finch	Physics	2027	x	
Jonathan	Wharton	Political Science	2028	x	
		Psychology	2025		
Patricia	Kahlbaugh	Psychology	2025	x	
John	Nwangwu	Public Health	2027	x	
Michael	Dodge	Recreation, Tourism, & Sport Management	2027	x	
		Social Work	2026		
Stephen Monroe	Tomczak	Social Work	2028	x	
Gregory	Adams	Sociology	2026	x	
Kristy	Hynes	Inclusive Education & Behavior Science	2027	x	
Douglas	Macur	Theatre	2027	x	
Tricia	Lin	Women's & Gender Studies	2028	x	
		World Languages & Literatures	2026		
Joan	Weir	SCSU Faculty Senate President	2026	x	
Sandra	Bulmer	Interim SCSU President		x	
Venezia	Michalson	Chair, Graduate Council		x	
Tricia	LIn	Chair, Graduate Council		x	
Meredith	Sinclair	Chair, Undergraduate Curriculum Form			
William	Moroz	SGA		x	

#### GUESTS

Amy Feest  
Jordan Jones  
Emma Cayward  
Robert Yanez  
Dyan Robinson  
Craig Hlavac

09/17/25

Faculty Senate President Joan Weir called the meeting to order at 12:11 p.m. Quorum Confirmed by Shawneen Buckley, Secretary.

### **Announcements**

- *No Announcements.*

### **Minutes review/approval**

- Minutes of the previous meeting held on 09/17/25 were accepted as distributed.  
<https://inside.southernct.edu/faculty-senate/meetings>

### **Faculty Senate President's Reports:**

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

### **Standing Committees:**

*Academic Policy:* Co-Chairs Debbie Morrill and Maria Diamantis

- Experiencing significant workload with multiple ongoing initiatives requiring guest speaker coordination.
- Senator Diamantis managing academic misconduct policy updates, DC template development, P & T letter procedures, and bookstore/textbook policy review.

*Finance:* Chair Jeff Webb

- No report

*Personnel Policy:* Co-Chairs Amy Jansen and Stephen Tomaczak

- No Report

*Rules:* Chair Paul Petrie

- No report

*Student Policy:* No elected chair at this time

- No report

*Technology:* Co-Chair Aashma Uprety

- Managing critical system transitions affecting campus-wide operations.
- Randy Simpson is serving as interim LMS manager until September 30<sup>th</sup>, 2025, after which time James Wilkie will take over.
- All technology requests must continue through the centralized help desk system.

### **Special Committees**

*Undergraduate Curriculum Forum*

- DocuSign elimination requiring new automation systems for course proposals and revisions.
- *Graduate Council:* Co-chairs Yi-Chun Tricia Lin and Venezia Michalsen conducting the first meeting on September 29<sup>th</sup> via Zoom.
- Course proposal maintaining current paper-based workflow temporarily before full system integration.

*Elections Officers:* Daniel Swartz

- Plea for senators to self-nominate or nominate colleagues for membership

- Two faculty senate representatives from the finance committee are needed on search committees for the Academic Business Coordinator (Zheni Wang volunteered) and Associate Vice President of Faculty Affairs.
- Volunteer still needed for to sit on search committee for the Associate Vice President of Faculty Affairs.

**Guest Presentation:** Amy Feest joined the meeting to share updates on the Office of Workforce and Lifelong Learning.

- Program launched and are getting a lot of people attending trainings. Federal funding is accessed.
- Courses highlighted and running regularly:
  - Medical Spanish (HHS)
  - Drone Academy
  - Drone program for disengaged youth
  - Teacher Leadership Academy
  - Next Gen Parent Academy
- AI classes across various disciplines/professions/audiences (cybersecurity, Google project management, Python, SQL, CompTIA, CMMC)
- Now located in Buley Library on the second floor near the back elevators. They have a conference room for trainings
- Amy Feest shared their website, and pointed out the many courses and micro certifications, Digital Badges/Credentials.
  - Self-directed learning for SCSU students is only \$99.
- Cindy Simoneau, who served as the Faculty Senator representative on the OWLL Advisory Committee 2023-2024, highlighted the OWLL Advisory Committee work and she and Amy Feest highlighted the many members and partners.
- **Note:** Questions regarding courses for credit, go through Trudy. If non-credit course, send to Amy Feest. There may be a unique opportunity to start trainings and see if there is an interest, to provide proof of concept of new programming, gather data, and if appropriate, consider moving to the credit “side”.

### Unfinished Business

- None.

### New Business:

- Jonathan Wharton raised concerns regarding the shooting in Utah and faculty concerns regarding what faculty might say, and potential consequences as a result. Is there support for academic freedom, will there be a protocol, and what is AAUP’s stance?
- Joan Weir shared discussion on WCSU ICE raids, universities are more concerns with student safety and wellbeing.
- Paul Petrie shared insight that the former interim president expressed faith in the legal process, and that eventually that will protect faculty. The system office indicated that they are following their procedures to check the legal state versus Federal. Given the Federal administration lack of respect for the judicial system. This issue is on the agenda for the first meeting with the provost and interim president. This needs to be pushed in a lot of ways since.
- Further discussion was had amongst senators regarding educators' freedoms in the classroom, conversation will be discussed with the AAUP.

**Adjournment:** The meeting adjourned at 1:15pm.

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Dr. Shawneen Buckley

Secretary





## STANDING COMMITTEES

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### Academic Policy Committee (APC)

Updates and clarifications to Academic Misconduct – timeline; will connect with Chair

- APC will reach out to ASC for further clarification of the issues related to the grade appeal process as it was brought to the committee. APC will be connecting with the Academic Misconduct Committee chair and the ASC to gather additional information.

Develop Templates for Evaluation Letters from DEC's & Department Chairpersons

- APC committee supports the creation of guidelines or a checklist to help the DEC and Department Chairs when writing letters for colleagues going for P & T. Those guidelines are to educate and persuade the evaluators who are not in the field of study and to best support the candidate's application for P & T. The APC does not support this document as an exhaustive or prescriptive template, but rather to offer guidance as to those items that will best support the colleague and highlight the unique and important areas of their department/discipline as needed for evaluators outside their discipline. The APC committee continued to work on those bullet items.

Bookstore & Textbook Billing

- Students are not being auto billed. The contract is still under negotiation. Barnes and Noble has an extension to last year's contract. This is an area that will need faculty participation

Early College Credit

- There was a request to look at the Early College credit in terms of students that do not do well in those courses and therefore start college out of high school on academic probation. The request was for some policy that would prevent those students from having to start college on probation based on doing poorly in this type of course. After discussion the APC will invite Trudy Millburn to speak at our next meeting to determine the issues and address questions.

APC meeting adjourned at 12:21 pm.

Respectfully submitted,

Deborah Morrill, APC Co-Chair

## Finance Committee (FC)

### Notes from FLC:

- The President and the Provost both acknowledged that with the recent personnel changes the travel office has been trying to catch up to backlog. If faculty travel has been languishing for a while please email the travel office again about your submission. They have been informed that there is still some backlog of travel auth, and admin has pulled workers from other jobs to take care of this as they work to find a more permanent replacement for the office. They did announce some upcoming seminars to hopefully address faculty issues with Travel procedures: (see below)
- We are excited to announce a series of Accounts Payable training sessions designed to help you navigate Travel Authorizations, Travel Reimbursements, and general AP processes.
  - o Training Schedule:
    - Accounts Payable Fundamentals (Online) Microsoft Teams: October 3rd Microsoft Teams: October 10th
    - Travel Basics - Travel Authorizations & Travel Reimbursements (Online) Microsoft Teams: October 3rd Microsoft Teams: October 10th
    - Travel Drop-In-Session - Hands on Guidance (In-Person) Bring your Travel Authorization or Travel Reimbursement to discuss directly with AP staff. This informal session will take place in the Wintergreen Banner Computer Room. Wintergreen Banner Room: October 17th

These sessions are a great opportunity to ensure your submissions are accurate, learn best practices, and ask any questions you may have about the AP process.

The finance committee came up with several follow-up questions about the seminars:

- Will they record them? (and post them for future use?)
- Will trainings cover specifics like: Where/how things should be submitted? (DocuSign? Or pdf?? And where are things going to move once docuSign is phased out?) (Faculty have reported finding both forms on the website.) Also a few requests/suggestions to be posted on the travel office website: A flowchart of where the documents need to go?? (in what order? Who signs??) (what about non-AAUP travel for example, student club travel, who signs, and in what order?) Make sure Milage/ meal reimbursement links are updated and clear on the travel website...

BOR August Finance Meeting Update...Discussion on the impact of Federal Budget on the system, ~26 million \$ impact (students and aid...) The committee then discussing asking State to fill the gap.. The other topic at the BOR August Finance Committee Meeting was that CCSU has developed 6 partnerships with local organizations with employees of those organizations can get 5% tuition breaks.. (This appears to be Pilot program?)

Meeting adjourned at 1:15 pm

----Dr. Jeffrey Webb --- FS Treasurer

## Personnel Policy Committee (PPC)

12:11 pm

Minutes of September 10, 2025

Passed unanimously

### OLD BUSINESS

- Draft Evaluator Responsibilities Resolution – contractual issues
  - G. Winfield from SCSU AAUP present:
    - Removal of evaluators is not possible according to contract
    - Grievance process is in place to address these concerns with Admin
    - Question- can we write a procedure where someone is not removed, but the candidate's letter can be removed or nullified?
    - Is this granting immunity to people in positions in power? Perhaps not intention of contract, but it ends up this way.
    - G. Winfield: contract is not the vehicle to get folks to do job they are supposed to do, it's not possible to file grievances against other faculty
      - Replacing member of the DEC in situations? May be possible, not possible to remove member of Admin
    - Dept chairperson can be recalled/removed, couldn't DEC member be recalled? Position not affected, individual in position is.
      - What is candidate's responsibility? We should think more about more vulnerable candidates being assessed.
  - Departmental bylaws- adding stipulations there might be better received, not coming from external bodies.
  - The committee will craft language for DEC procedures document and confer with Gary.
  - P. Kahlbaugh – will draft a paragraph, adapted from interpretation of Chairperson's document.
- Renewal procedures documents
  - P&T documents are more clear and detailed about the contents necessary for the file, may need more specific examples of types of documents for renewal
  - Ambiguous language around disciplinary action- should a statement be added if there is not a record?
  - Re: renewal docs, it would be helpful to have expectations about statements to write, word counts, what they should address.
  - Reviewing Interfolio, it is not clear what documentation is required for Renewals. Invite Klay Kruczek to a future meeting for clarification.
  - Committee members should review items in P&T, renewal, and prof. assessment documents – determine what items we might consider for adoption.

### NEW BUSINESS

- Professional Assessment Document – clarify what should be in the file, including the category of disciplinary action.
- Should renewal and P&T docs mirror each other, and Prof Assessment be a separate conversation?
- Even Professional Assessment can be a vulnerable thing for programs that are not favored by Admin.
- Committee will review Professional Assessment docs in the future as well.

Meeting Adjourned at 1:36 pm

## Rules Committee (RC)

None: Meeting cancelled

## Student Policy Committee (SPC)

### Old Business

- List of committee charges (included here at bottom of minutes) was reviewed
- Prioritizing SOIs and winter/summer session overload
  - Jonathan and Libby to follow up with Executive Committee re. status of last semester's work
    - differences related to winter v. summer overloads
    - Dr. Smith's charge?

### New Business

- Student Opinion Surveys- developed a plan to generate data
  - Generated list of 7 schools derived from SCSU Strategic Plan
  - Members will review university's strategic plan to see which universities are considered equivalent to SCSU—standard is 3-5 units, we will go with 7 to start and see how much data we can generate—may need to eliminate some if data not available.
    - Chose Sister schools Eastern/Central
    - Regional schools—emphasizing R2 status where possible
      - Montclair- Laurie
      - SUNY Stonybrook- Leah
      - CUNY Hunter- Troy
      - Central- Matt
      - Eastern- Jonathan
      - Indiana State- Libby
      - Northern Colorado- Amanda
        - Looking for best practices that have been established
        - If a copy of survey is available
        - Which office in charge
        - How is it administered—gatekeeping, rewards, etc.
        - Bring links to the next meeting
        - Return to committee with this info in 2 weeks
        - This information will be compiled into master document, presented to the body for review, provided to relevant campus groups (AAUP, others?)
- Concerns about discriminatory aspect/impact of SOIs; letter from AAUP-Committee on Gender and Sexuality
- Intercession Overloads: Winter and Spring- Requested policy, have not yet heard back
  - Is there a specific policy for graduate programs that require 15 credits over summer?
- Student Academic Complaints: assess current practices, generate feedback, develop flowchart, recommend revisions to processes
- Need to request clarification on Dr. Smith's charge to the committee

### 2025 Charges to the Committee

1. Request for Policy on Intercession Overloads sent to UCF and waiting for feedback – did not get through UCF as of 5/6
  - a. Graduate programs requiring 15 credits over summer
  - b. Anticipated completion date:
2. Clarity on "Flow" for Student Academic Complaints
  - a. Question—use something existing or come up with something new?
    - i. In spring there was some work done, Matt will send documentation

- ii. How many hours/days need to transpire before moving to next level of complaint—e.g., if instructor response not satisfactory, when to escalate to program coordinator, if program coordinator not satisfactory, when to escalate to chair, etc.
    - 1. Anticipated completion date: 4/30?
- Banner notes - specific to Hybrid courses, where “notes” were required to appear in the schedule indicating dates, additional work, and other differences. Goes to Student Policy and FLC; SP to stay in contact with UCF and Melanie (Meghan?) because an ad-hoc committee of UCF is aware of topic and working on it Didn’t hear more about it: we can leave this with UCF
  - Accuracy and cross-checking for accuracy of information in the Notes section (who does this, how, and how often? Clerical errors in this section are problematic)
  - Rules/guidance for what information the Notes section can contain because there is significant inconsistency in use
  - Information in the Notes section is not reflected in other areas
  - Student view is not visible without additional steps
    - Student readmission; Should decision for readmission following dismissal be only the decision of the faculty? UASC believes it should NOT / last semester non-issue
    - Planning to connect with UASC co-chairs; Mohammad Islam and Kim Lacey
    - Availability of Menstrual Products on Campus (old business) monitoring it met with many stakeholders / Dean of Students / no one group “owning” it; happy to support, let EC/FS know!
    - Continuing discussions with stakeholders – met with Melissa Lopez, installation logistics, costs
    - awaiting follow-up

Adjourned: 1:15pm



## Technology Committee (TC)

Technology Committee – 24 September 2025

**Blackboard Update:** The first pilot program is underway with the first meeting on Sept. 24th to address navigation in Ultra. On Sept. 25th participants will begin working in their sandbox to create courses. Doug Macur and Christine Petto from the Senate Technology Committee are participating in this pilot program.

**Blackboard & Accessibility:** Aashma and Chris will meet with Trever Broliar to continue a discussion on issues raised regarding faculty making courses accessible and working with the generated reports.

**Interfolio:** The Directory appears to be in its new format though departments/offices will need to check the listing for any necessary revisions.

**LTEC & IT GOV:** Aashma and Chris attended the September meeting of LTEC but were (inadvertently) left off the ITGOV meeting invite. We are in the process of addressing that issue.

**Grade Appeal Paperwork:** Eric continues to work on the flowchart for the Grade Appeal Process to transition to OnBase. Currently, there are three issues to address: 1) Is it really necessary to include Program Directors in the Grade Appeal process? Aren't Department Chairs the appropriate person in the Level One mediator role? Technology will reach out to the Academic Standing Committee in the hopes that (if necessary) changes can be made to the document and allow the transition to OnBase to continue. 2) After discussion at the E-board, the Faculty Senate president will continue in the process to receive documents that they transmit to the University Academic Standing Committee. 3) Finally, the committee will reach out to Jess Kraus regarding the issue of signatures throughout the process in OnBase.

**Computer Refresh:** Nothing to report

**Zoom:** Yes, it is true that the administration will no longer provide financial support for Zoom.

Departments/programs may choose to use their finances to purchase licenses. TEAMS it is Folks!

## SPECIAL COMMITTEES

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Undergraduate Curriculum Forum (UCF)

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