



FACULTY SENATE

APPROVED MINUTES OF 12/03/2025

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

Attendance

FIRST	LAST	DEPARTMENT	TERM ENDS (SPRING)	ATTENDANCE	TOTAL
Dave	Allen	Accounting	2028	x	5/5
Valerie	Andrushko	Anthropology	2026	x	6/7
Jeff	Slomba	Art & Design	2027	x	7/7
Jessica	Case	Athletics	2026	x	6/6
Nicholas	Edgington	Biology	2026	x	7/7
Kate	Toskin	Business Information Systems	2028	x	7/7
Jeff	Webb	Chemistry & Biochemistry	2026	x	7/7
Shawneen	Buckley	Communication Disorders	2027	x	7/7
Melanie	Savelli	Communication, Media & Screen Studies	2028	x	7/7
Aashma	Uprety	Computer Science	2028		6/7
Matthew	Ouimet	Counseling	2027		5/7
Laurie	Bonjo	Counseling & School Psychology	2026	x	5/7
Maria	Diamantis	Curriculum and Learning	2027	x	7/7
Jennifer	Cooper Boemmels	Earth Science	2027	x	7/7
Jia	Yu	Economics	2028	x	7/7
Peter	Madonia	Ed Leadership	2027	x	4/7
Paul	Petrie	English	2026	x	7/7
Mike	Shea	English	2026	x	5/7
Eric	West	Environment, Geography, & Marine Sciences	2027	x	6/7
Sandip	Dutta	Finance & Real Estate	2028		2/7
Amanda	Strong	Healthcare Systems and Innovation	2028	x	7/7
Matthew	Rothbard	Health & Movement Sciences	2028	x	7/7
Daniel	Swartz	Health & Movement Sciences	2028	x	6/7
Christine	Petto	History	2028	x	7/7
Troy	Rondinone	History	2026	x	7/7
Kristy	Hynes	Inclusive Education & Behavior Science	2027	x	6/6
Yan	Liu	Information & Library Sciences	2026		5/7
Cindy	Simoneau	Journalism	2028	x	7/7
Amy	Jansen	Library Services	2028	x	6/7

Zheni	Wang	Management & International Business	2028	x	7/7
Melvin	Prince	Marketing	2026		0/7
Seon	Kim	Marriage & Family Therapy	2026	x	5/5
Leah	Sturman	Mathematics	2027	x	7/7
Danial	Cicala	Mathematics	2027	x	7/7
Natalie	Starling	Mental Health Services	2026	x	7/7
Sameer	Ramchandra	Music	2028	x	5/5
Deborah	Morrill	Nursing	2026	x	7/7
Elizabeth	Hurlbert	Nursing	2027	x	7/7
Selin	Doganalp	Part-Time Faculty	2025	x	3/3
Noah	Goldsher	Part-Time Faculty	2025	x	3/3
Shenira	Billups	Part-Time Faculty	2027		4/7
Mike	Sanger	Part-Time Faculty	2027		2/7
Rex	Gilliland	Philosophy	2026	x	7/7
Evan	Finch	Physics	2027	x	6/7
Jonathan	Wharton	Political Science	2028	x	7/7
		Psychology	2025		
Patricia	Kahlbaugh	Psychology	2025	x	7/7
John	Nwangwu	Public Health	2027	x	7/7
Michael	Dodge	Recreation, Tourism, & Sport Management	2027	x	6/6
Isabel	Logan	Social Work	2028		2/5
Stephen Monroe	Tomeczak	Social Work	2028	x	7/7
Gregory	Adams	Sociology	2026	x	5/7
Douglas	Macur	Theatre	2027	x	3/7
Tricia	Lin	Women's & Gender Studies	2028	x	6/7
		World Languages & Literatures	2026		
Joan	Weir	SCSU Faculty Senate President	2026	x	7/7
Sandra	Bulmer	Interim SCSU President		x	4/7
Venezia	Michalson	Chair, Graduate Council		x	5/7
Tricia	Lin	Chair, Graduate Council		x	6/7
Meredith	Sinclair	Chair, Undergraduate Curriculum Form			4/7
William	Moroz	SGA			4/7

GUESTS

Trevor Brolliar
Elena Schmitt
Kari Swanson
Dyan Robinson
Gary Winfield
Trudy Milburn

The following senators are empowered by the Faculty Senate to represent the Faculty Senate and thereby represent the faculty body in their role and contributions to the respective committee/group in which shared governance of business

is being conducted with a duty to report back to the Faculty Senate minimally once per semester (additional reports determined by the respective representative or upon request by the Faculty Senate). It is recommended that representatives also seek the Faculty Senate’s support and endorsement for matters determined by the respective representative or upon request by the Faculty Senate.

Faculty Senate Representation	Faculty Senate Representative(s)
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
Administrative Faculty Senate	1 Representative needed
Commencement Planning Committees	Maria Diamantis
DEI Advisory Council	Laurie Bonjo
Early College Experience	1 Representative needed
Faculty Development Advisory Committee (FDAC)	1 Representative needed
Search: Blackboard Administrator Search Committee	Doug Macur
Search: Chief Information Officer (CIO) Search Committee	Matt Rothbard
Search: Chief Marketing and Communications Officer	1 Representative needed.
Search: Provost and Vice President for Academic Affairs	1 Representative needed.
Search: Vice President of Institutional Advancement	1 Representative needed.
University Space Committee	1 Unfilled
Undergraduate Curriculum Forum (UCF) liaison	Cindy Simoneau
University Budget Committees	Cindy Simoneau Jennifer Cooper-Boemmels
University Library Committee (ULC)	Amy Jansen 1 Representative Unfilled
Use of Independent Study Committee (need correct name)	Rex Gilliland Natalie Starling

Faculty Senate Meeting
UNAPPROVED Minutes from December 3, 2025

December 3, 2025

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

Announcements:

- Tricia Lin; Today is the International Day of Persons with Disabilities: The conference in April is in alignment with this important day.
- Cindy Simoneau: Today is the launch of the fall edition of Crescent Magazine! She recognized the hard work and dedication of the students who worked tirelessly on this edition! Get your hard copy or go to: <https://crescentmagazine.org>

Minutes review/approval

- Minutes of the previous meeting held on November 12th, 2025 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>
- **Questions/Comments: None**

Standing Committees

Academic Policy:

- Still working on items and will be bringing a resolution next semester. See minutes in packet.

Finance:

- Current Travel numbers are in the minutes.

Personnel Policy:

- Nothing to add. Resolutions to be discussed today.

Rules:

- No additions

Student Policy:

- No additions

Technology:

- Thank you to the Committee this semester!

Special Committees:

UCF

- Nothing to add, see minutes in packet or Confluence.

Grad Council:

- Smooth transition to OnBase system. Close to 100 course proposals/programs/changes. Thanks to the curriculum committee. GSA Rep to join the council this spring. Bylaws Revisions coming in the Spring 2026. They mention encouraging grad coordinators to serve as grad council reps.

Elections:

- Daniel Swartz shared the needs for Faculty Senate Representatives on University Committees. Three searches need Faculty Senators however, one, (VP of Institutional Advancement) does not yet have a timeline. The other two searches will begin this semester over the next two weeks. Then, no work over break. The work will resume after break.
- Email swartd1@southernct.edu with interest in serving NO LATER THAN THURSDAY, DECEMBER 4 BY 11:59 pm.
- *Please volunteer even if this is your final year as senator.*

1 Representative was needed for each committee below
Administrative Faculty Senate
Early College Experience
Faculty Development Advisory Committee (FDAC) Selin Doganalp
University Space Committee Chris Petto
Undergraduate Institutional Events
University Library Committee (ULC)
Search: Chief Marketing and Communications Officer Matt Rothbard Jonathan Wharton
Search: Provost and Vice President for Academic Affairs Dan Swartz
Search: Vice President of Institutional Advancement Jonathan Wharton

- Also noted that we will need a new representative for P&T.
- Question: Tricia Lin asked: What does the Undergraduate Institutional Events do? Joan Weir indicated that there is information in the President’s Report as to the work of each committee. Please reference that document for details to determine if you can/are interested in self-nominating.
 - President Sandra Bulmer indicated that there is a steering committee looking at what committees focus on since these have been in silos and informally shared in the past individual to individual.
 - Maria Diamantis asked if President Sandra Bulmer will be reaching out to the past chairs/members to see if past members are willing to continue serving.
 - Tricia Lin added the question as to whether further requests will be made of the Faculty Senate.
 - President Bulmer will follow up and send information to Joan Weir.

Unfinished Business:
None noted

New Business:

- o President Bulmer also shared that Graduate Commencement will be brought back to Campus.
 - Details to be worked out to focus on creating a good experience so all faculty, staff and students/families can come. Will be at Lyman Center and likely to be several/many ceremonies.
 - Maria Diamantis shared that students expressed a great deal of happiness at the prospect of graduation being on campus.
- o Resolutions Disapproved Discussion
 - Sabbatical Leave Document: Comments from President Bulmer were shared:
 - Discussion: Paul Petrie expressed concerns about the process. The president might have approved the resolutions as presented, then made a request to review additional items. The comments are not related to the resolution as it was presented to the president, rather appear to be to take a look at other items.
 - President Bulmer shared that she thought the only way to move forward was by not approving. She thought that the faculty senate annually reviews and revises documents and if changes are completed annually, then perhaps collaboration could be.
 - o Clarification made that there are no annual reviews of documents.
 - o President Bulmer added that she supports the changes as proposed by the senate.
 - Natalie Starling made a motion to have the original resolution to the Senate. Motion seconded. No objections. This will be added to New Business for next meeting.
 - FCARG Resolution:
 - A motion to bring the resolution back to the Faculty Senate at the first Senate meeting in January; Motion was Seconded. No objections noted and the motion was approved. This will be added to New Business at the next meeting.
- o John Nwangwu: Question regarding when courses with under 8 enrolled students get cancelled even though students may be working to obtain funding. Discussion:
 - Cindy Simoneau noted that there is no known policy regarding the number of students required to run a class. There is a lot of discussion and past history about this to be considered.
 - The executive committee will look at this and bring it up for the spring semester.

Adjournment: The meeting adjourned at 2:00 pm.

Dr. Shawneen Buckley
Secretary

Resolution Regarding Revisions to Procedures for Forming a Department Evaluation Committee

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 forming a department evaluation committee (DEC) need periodic review and revision; now, therefore, be it

Resolved, That effective beginning in the Fall semester of 2026, the Faculty Senate establish the attached revisions to the *Procedures for Forming a Department Evaluation Committee* document (dated August 26, 2019):

Southern Connecticut State University

PROCEDURES FOR FORMING A DEPARTMENT EVALUATION COMMITTEE

C. Recall of a Department Evaluation Committee Member

1. Members of the Department Evaluation Committee (DEC) shall be subject to recall if they do not meet the expectations of the position as described **in the beginning of this document and as described in the individual documents governing the respective types of evaluation (such as Faculty Senate procedures documents for Renewal, Promotion and Tenure, and Professional Assessment)**.
2. Initiation of Recall Procedures by the Department
 - a. Following concerns expressed by one or more department members to the Department Chairperson, the Department Chairperson shall, in consultation with the Faculty Senate president or their designee, determine whether there are substantial concerns and/or acts of malfeasance in the evaluation procedures established under the Collective Bargaining Agreement and relevant Faculty Senate documents that warrant the recall of the DEC member.
 - b. Once the recall process has been initiated, a DEC alternate or a Hardship DEC member shall be called to serve in the capacity of the DEC member undergoing the recall process for that evaluation in question until such time as the evaluation process in Section C.2.c. has been completed. The DEC member shall be allowed to continue their role in other evaluations in progress. The Department Chair shall keep the remaining members of the DEC informed throughout the process.
 - c. If the Department Chairperson, after this consultation, determines there is evidence supporting substantial concerns and/or acts of malfeasance¹, they shall discuss the nature of these concerns with the DEC member.
 - 1) If the Department Chairperson, in consultation with the Faculty Senate president or their designee, accepts the DEC member's explanation and refutation, the process shall be discontinued, and the DEC member shall return to their duties on that committee.
 - 2) If the Department Chairperson, in consultation with the Faculty Senate president or their designee does not accept the DEC member's explanation and refutation, then the Department Chairperson shall not reinstate that DEC member and the alternate or Hardship DEC replacement shall remain for the remainder of the evaluation period.
 - d. If the Department Chairperson, in consultation with the Faculty Senate president or their designee, determines that the concerns and/or acts of malfeasance are not sufficiently supported by the evidence provided, and/or do not rise to the level of a serious deviation from the procedures

established under the Collective Bargaining Agreement and relevant Faculty Senate documents, the process shall be discontinued.

Resolution for the Continuation of Faculty Participation in the Oversight of the Faculty
Evaluation Digital Processes & Coordination

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

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

Whereas, The Faculty Senate is responsible for procedural documents related to faculty evaluation; and

Whereas, Beginning in AY 2020-2021, all submissions and subsequent reviews of faculty evaluation files followed a digital process (Resolution S-2020-15); and

Whereas, Since the advent of digital submission of evaluation files, the university community has both recognized and involved a faculty member's participation in coordinating the digital process for file submission and review; the faculty member's role has included shared oversight of implementation of and adherence to Faculty Senate procedural documents and the Collective Bargaining Agreement (CBA) as evidenced by

- formal announcements that directed faculty with questions and concerns to contact such individuals
- formal meetings between the Faculty Leadership Council (FLC) and administration in AY 2022-2023 (Faculty Senate President's Reports 12/7/2022; 4/26/2023) wherein it was shared that *"The Faculty Senate Executive Committee and FLC are aware of issues related to digital files and discussion began and remains underway regarding the organization, process, and roles for those involved in the digital file coordination. While reassurances were provided by administration that issues are or will be resolved, faculty leadership requested that a faculty member with reassigned time join the Academic Affairs team alongside the Blackboard facilitator"*
- the creation of and subsequent active role of the Interfolio Faculty Coordinator (8/14/2023; see attached/below); and

Whereas, The role of Interfolio Faculty Implementation Project Coordinator will sunset "one and a half (1.5) years from the date of appointment"; and

Whereas, Interfolio is just one potential digital platform for evaluation and could be replaced or renamed in the future; and

Whereas, A faculty member's participation in coordinating the digital process for faculty evaluation ensures that 1) both faculty and administration have a representative with oversight on the process each cycle, 2) faculty candidates have a faculty contact for questions and concerns, and 3) the digital process adheres to the most recent version of each relevant senate procedures document; and

Whereas, Timely execution of digital evaluation processes is critical and interruptions in this process have serious consequences; and

Whereas, Contingencies may arise that prevent the faculty member in this position from discharging their duties; therefore, be it

Resolved, That effective beginning in the Fall semester of 2026, a formal role for a faculty member to participate in the oversight of the faculty evaluation digital processes and coordination shall be established; and

Resolved, That this position shall be entitled Faculty Evaluation Digital Coordinator; and

Resolved, That an alternate Faculty Evaluation Digital Coordinator shall also be established; and

Resolved, That the descriptions of these positions shall be created through a collaborative process between the Faculty Senate and the Administration.

**Southern Connecticut State University
Interfolio Faculty Implementation Project Coordinator
2024-2026**

In accordance with university policy for leadership positions for which full-time faculty receive reassigned time from the administration, the Provost is soliciting applications from individuals who are interested in serving as Interfolio Faculty Implementation Project Coordinator.

Duties and Responsibilities:

The university is engaging with Interfolio (software-as-a-service) to set up their product “Review, Promotion and Tenure” to ensure the success of our electronic evaluation process. The Coordinator will work in close partnership with Human Resources and all academic departments. The Coordinator will report to the Associate Vice President for Academic Affairs.

Specific responsibilities include, but are not limited to the following:

- Work collaboratively with relevant Senate evaluation committees to translate our policies into the SCSU Interfolio set-up
- Work collaboratively Human Resources and AAUP to ensure that the set-up adheres to our employment contracts
- Work collaboratively with departments, school deans, and the Office of Faculty development to provide training and support faculty users
- Maintain updated training guides for use on the AA and Senate web pages
- Ensure work is completed within the designated timeline for implementation
- Test and respond to inquiries from faculty about use of new tools
- Provide overall administrative leadership for and oversight of the Interfolio Project

Persons seeking this position must have the following qualifications:

- Tenured or tenure-track faculty member
- Strong knowledge of technology implementations
- Excellent communication and organizational skills
- Willing and able to manage ambiguity

Preference will be given to those applicants with the following:

- Demonstrated ability to work with staff on multi-phase implementation process
- Ability to consider diverse range of technology abilities and comfort with change and foresee ways to ensure smooth adoption

Application and Selection Process:

Persons interested in seeking the position should apply using the online application between **August 15-Oct. 1, 2023**.

The Associate Vice President for Academic Affairs will review the materials of all applicants and will interview selected finalists from among the applicants for the position. The Provost will announce the choice for the position after the successful applicant notifies the AVP AA and the Provost of their acceptance of the position.

Reassigned Time, Effective Date, and Term of Appointment:

The Coordinator will receive two (2) hours of reassigned time during each of the fall and spring semesters.

This appointment will be effective the first day of the spring semester 2024. The term will be one and a half (1.5) years from the date of appointment. Due to the contingent nature of the work, this position will sunset after this term.

Revised August 14, 2023 tm