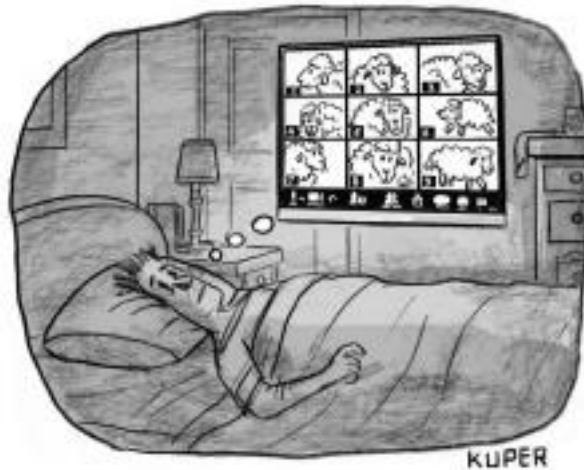


**SCSU Faculty Senate President's Report - Update April 27, 2020**



Dear Senators:

As we head into the final stretch, I am presenting you with a report that contains information from across the campus. While I usually ask you to share this with faculty in your departments, I will also email this directly to all faculty since it provides a critical update on a number of relevant issues. Our final two full Senate meetings are scheduled for April 29<sup>th</sup> and May 5<sup>th</sup>. We will hold elections for FS President and Treasurer at the May 5 meeting.

-Deb Weiss, Faculty Senate President-

*For the April 29 meeting* - Two resolutions were sent to you via email and also appear in the FS Team. Please provide any commentary in the Files sections of the Channels where the resolutions appear. A third resolution will be added for us to begin discussion.

*Penultimate year tenure agreement* - An agreement has been reached between CSCU - CT State Universities and CSU-AAUP (See Appendix A) that takes into account impediments created by COVID-19 when reviewing applications for penultimate year tenure, in regards to expectations for quality of activity within the contractual evaluation categories during the period of disruption caused by the pandemic.

*Department elections* - Departments that need assistance in running confidential elections for various needs may contact Scott Jackson who will assist in setting up the election in Qualtrics.

*Travel funds* - The Provost has confirmed that travel funds may be used for virtual conferences. This practice has been followed in the past.

*Student Opinion Surveys* - To date 159 faculty have elected to utilize student opinion surveys this semester. These will be sent to the students automatically and the results will be sent to the faculty member only.

*Referendum on the Constitution* - Faculty have until April 30 at noon to vote. We must receive a simple majority of a minimum of 200 full-time faculty voting in order to approve the constitution. Please encourage your faculty to vote; if we don't achieve the 200 votes, we'll need to hold another referendum. ***Please vote and encourage faculty in your departments to vote.***

*All University Elections* - The call for self-nominations ended Friday, April 17<sup>th</sup>. Elections will open via BB Learn 9 on May 1. Sincere thanks to Karen Musmanno who is assisting in setting up the ballot.

*Election of Senators for next year* - All Senators whose 3-year terms expire this year have been contacted by Luke Eilderts to inform them that their departments need to hold elections this spring. Likewise, the department Chairs have been contacted. Please make sure your department holds its election if your term has ended. Also, if you anticipate not serving on the Senate next year for another reason, please let Luke know and inform your Department Chair as well, so that an election can be held.

*Final exam schedule* - The final exam schedule has been published and may be found at <https://inside.southernct.edu/final-exam-schedule>

## **Updates from various constituencies across campus**

### *President Bertolino*

- In collaboration with the Governor's office, the CSCU system, UCONN and the CT Council of Independent Colleges are working to formulate a plan to address various fall scenarios. Each CSU will be providing recommendations. The turnaround time for submission to the CSCU is May 15<sup>th</sup>. As a result, the president has created a COVID Crisis Leadership Team. Both the President of the FS and AAUP have been invited to sit on this team.
- The president will continue to send regular updates via email and video. Please continue to monitor these communications and the SCSU COVID 19 web site.

### *Academic Affairs - Provost Prezant*

- As our current AVP AA, Ilene Crawford, leaves Southern to take on her new role as VP AA at Cornell College and as Trudy Milburn assumes her role as AVP AA here at Southern, we will use this transition moment to reposition our FYE and IDS programs back to the College of Arts and Sciences. This will allow the excellent continued oversight and creativity we've come to expect of these programs while also taking a couple of items off of the AVP AA too-crowded plate. That will also, critically, help give our new AVP AA a bit more room to focus on our NECHE reaccreditation. This transition will be evaluated in two years-time to make sure we retain the optimal learning approaches for our students.
- Our Early College Program for Spring 2020 had 70 high school students on campus taking courses and another 40 taking our college-level courses within their own high schools. We are looking to grow this program in the future.

- The Deans met with Julie Edstrom (Enrollment Management) to discuss the recent virtual Accepted Owls (Students) day. The discussion centered on the strengths of the day and where we might collectively seek changes. To the latter there will be a greater emphasis on academics going forward, possibly creation of independent School/College events, and more attention to the focus of the video recordings. There will also be coordination to allow for participation of the School of Graduate and Professional Studies.
- Reminder: The NECHE Fall 2021 campus visit remains on the calendar as does the NECH visit for the DSW program in Fall 2020. Any changes, as we navigate our on-campus situation, would be evaluated closer to those dates.
- Several faculty participants in our Visiting Scholars Program have gone virtual; bringing their programs to pre-college students through online activities.
- As we continue to best accommodate our students in these challenging times, the registration hold placed on students when they have Southern payments past due will be raised from \$100 to \$500, at least until this pandemic emergency passes.

#### *Academic Advising - Helen Marx*

- Fall 2020 Registration: Though it is too early to make any conclusive statements about retention from this year to next year of our current students, the numbers of current students who have registered for next fall is looking good. At this point, about 80-82% of current First-year, Sophomore, and Junior students have registered for fall courses. 35% of current Seniors have registered for Fall 2020, but, of course, many of seniors are graduating. These numbers are at about the same level as this time last year. Academic Advising Center advisors have, and will continue to conduct outreach to unregistered students, offering them support. Departments can use Navigate to search for students in their majors that are/are not registered for Fall 2020; contact [navigatehelp@southernct.edu](mailto:navigatehelp@southernct.edu) for support on the parameters of this advanced search.
- Fall 2020 Transfer Student On-boarding/Fall Registration: All new students transferring to SCSU will meet with an academic advisor from their intended major's Academic Advising Center. In this on-boarding meeting, Academic Advising Center advisors support students in their transition to Southern and in the selection of fall courses. Transfer students begin registering on April 27th; they will receive a registration pin from the AAC advisor. New Student and Sophomore Programs will provide orientations for transfer students this summer, even if they will need to be remote. It is imperative that Chairs of departments review any requests for transfer equivalencies in as timely a manner as possible; it often impacts which courses these students take in their first year. Chairs will be notified of new transfer students in their major by [transferservices@southernct.edu](mailto:transferservices@southernct.edu).
- Spring 2020 Departmental Level Advising: Thanks to the hard work of Chairs and department secretaries, all undergraduate students have an assigned advisor. While this is always important, it was particularly important this semester, allowing students a single point of contact as they sought academic advising support. We have had overwhelmingly positive interest in the Navigate advising platform this year, with a 60% increase of unique users from last year; this is an indication that many faculty and staff are using the platform as they support students. This semester we have rolled out a university-wide referral system within Navigate, allowing faculty or staff to Issue an Alert about a student to numerous resources across campus, who will follow up with the student: Academic Success Center, Academic Advising Center, Career and Professional Development, Counseling Services, Dean of Students Office,

Disability Resources Center, and Financial Literacy. See the website to learn more about Navigate Alerts.

- Pass-Fail Advising Support: Academic Advising worked collaboratively with the President of the Faculty Senate and the Registrar to develop a Pass-Fail Option for the Spring 2020 webpage. This page provides important information to students and faculty. On the page are a number of resources for faculty, including Procedures for Submitting Pass-Fail Contract requests. If faculty have questions about the P-F option or submissions, please contact their Chair or Helen Marx at marxh1@southernct.edu. The deadline for students to submit a form to their advisor is May 1st.
- Academic Advising Centers: We are entering the last year of a three-year implementation of the new undergraduate academic advising model, with the final two Academic Advising Centers for the Colleges of Education and Health and Human Services being developed this summer. While the heart of academic advising on campus continues to be within departments and with faculty advisors, the Academic Advising Centers offer additional advising supports to students, particularly: new and transfer students; students still exploring majors; students on academic probation and warning; and students who need help navigating university resources and policies.
- Faculty Development Grant: Led by Liz Keenan (SWK), Polly Beals (HIS), and Helen Marx (C&L), and supported by a Faculty Development Grant, we are creating a Faculty Advising Leadership Group that will work during AY 2020-21 to explore what constitutes “good/great faculty advising” at our university in the 2020s. This group will then share what is learned with the campus community at the Teaching Academy in May 2021. The Faculty Advising Leadership Group will consist of 30-40 faculty representing departments from all four colleges/schools. The call to participate went out prior to spring break with a due date of May 5th. Interested faculty can apply using the Faculty Advising Leadership Group Application Form. For more information, contact any of the project leads.

#### *Academic Technology - Trever Broliar, Director*

- The Teaching Academy - Surviving to Thriving - The focus is on moving from emergency remote teaching to online learning. SCSU faculty can participate in the Online Teaching Academy on May 1, 2020 during the hours of 8 am to 3 pm. To register, or for more details, please visit <https://inside.southernct.edu/online-learning/teachingacademy>.
- Helpdesk Call Volume - The Helpdesk would like to report that while there has been a significant drop in helpdesk tickets and call volume since March, the numbers are only slightly higher than normal for April.

#### *Library - update provided by Parker Fruehan*

Buley Library still provides access to all of our services as before, with the exception of our physical collections. We have moved our purchasing to focus on electronic content and Interlibrary Loan can provide researchers access to materials Southern doesn't “own” electronically. Librarians are available for consultations and our Research and Information desk has moved to an online chat format. We are doing our best to provide the same level of service our researchers have come to expect, but now in an adjusted mode of communication. As soon as we are permitted to return to the Library we will do so and are exploring options to provide access to our physical collections in a safe manner.

#### *Registrar - Alicia Carroll*

- Important Dates

Last day to withdraw May 1st  
Last day to submit pass-fail May 1st  
Spring Reading Day May 7th  
Spring Finals May 11th – May 17th  
Final Grades due May 20th  
Summer Session A begins May 26th

- Pass-Fail

The Registrar's Office has processed 239 undergraduate contracts, 4 graduate contracts to date, and students have received notification. The process of allowing 'P' grades has been automated in Degree Works for the spring semester to allow 'P' grades to satisfy program requirements; therefore, degree evaluations will be updated as part of the grade roll process. Further, Banner has been updated to allow authorized 'P' grades to be considered equivalent to a D- or higher for prerequisite purposes. This will alleviate the need for departments to submit permission for subsequent course registration (unless the prerequisite requirement is more stringent, for example, a course that requires C+ or better in the prerequisite).

- Registration

Fall registration has now been opened for each class and 5,562 students have registered successfully. Pins were disabled for the semester to remove a barrier to registration and advising is taking a different approach to ensure schedules support progress towards degree. Historically, students would experience time out errors and prerequisites were not always checked properly the morning registration opened due to volume overload in the first hours (6am-7am). The Registrar's Office did make a planned change for this registration cycle (pre-COVID) to try and improve that experience. Students registered by their current class standing (FR, SO JR, SR, GR), and no longer based on projected standing after the semester, as this more evenly distributed the volume (the heaviest classes were reduced by 25%). This method is common practice, but unfortunately, it was not drastic enough to make a difference. The Registrar's Office and IT are actively working with Ellucian to determine how to break the classes down into smaller registration groups for the next registration cycle in November.

- Final Grades/Graduation/Diplomas

The Registrar's Office is on track for completing grade collection, final graduation audits, and diplomas on time at the end of this semester.

- Dean's List

Students are required to take 12 credits (excluding pass-fail) to be eligible for Dean's List this semester. This is not a change in policy, just a clarification given the increased use of pass-fail this semester.

- Academic Standing

Academic standing will run this semester; however, students will not be dismissed for failure to raise their GPA if they elected a pass-fail contract and passed their classes. A passing grade doesn't improve a GPA, so the increased use of pass-fail this semester required a temporary provision to clarify how the standing policy would be processed in this circumstance.

- Summer Classes

The Registrar's Office has received decisions for all but 75 course sections for summer classes. Each department was asked to either convert to online or cancel for the entire summer by April 24th. The remainder of courses should be updated within the next few business

days. This excludes practicum/internship/field opportunities that will remain published in some cases and students are being directed to consult with those departments directly to discuss summer participation.

*Student Affairs - Jules Tetreault, Associate VP/Dean* - There continues to be a high volume of student cases as well as discovering new students who have not had access to technology throughout this time. As we get ready for the final push for the semester, I ask that faculty continue to connect with students and be as supportive and flexible as possible. The faculty have been great partners in supporting our students and I appreciate this partnership. Communication may be done, using navigate alerts, basic needs referral form, student support referral form, direct email ([tetreaultj1@southernct.edu](mailto:tetreaultj1@southernct.edu)) and Dean of students email ([deanofstudents@southernct.edu](mailto:deanofstudents@southernct.edu)).

*Travel Funds*

<b>Available Faculty Travel Funds as of: April 27, 2020 (for 4-29-20 Meeting)</b>				
<b>Fund</b>	<b>Starting Balance</b>	<b>Spent</b>	<b>Encumbered</b>	<b>Balance</b>
<b>FT "AAUP" Travel</b>	329,387.78	125,889.40	115,552.13	<b>87,936.25</b>
<b>PT "AAUP" Travel</b>	35,505.07	26,744.94	9,037.22	<b>-277.09</b>
<b>Creative Activity</b>	85,000.00	70,000.10	13,435.84	<b>1,564.06</b>

<b>Status of AY 2019-2020 Faculty Senate Resolutions</b>					
<b>Number</b>	<b>Date</b>	<b>Resolution regarding...</b>	<b>For</b>	<b>Disposition</b>	<b>Comments (abbrev.)</b>
F-2019-01	9/28/19	Digital Evaluation File Implementation	Approval	Approved	
F-2019-02	11/13/19	Revisions to the P&T Procedures Document	Approval	Approved	
F-2019-03	12/4/19	Revision of Grade Appeal Procedure and Form	Approval	Approved	
S-2020-04	2/26/20	Material Benefits to Retiring Faculty	Approval	Approved	
S-2020-05	3/25/20	Pass-Fail Option for Students	Approval	Approved	
S-2020-06	3/25/20	Course Withdrawals and Incompletes	Approval	Approved	
S-2020-07	3/25/20	Faculty Choice - Student Opinion Surveys	Approval	Approved	
S-2020-08	3/25/20	Authorizing FS EC to Act	Approval	Approved	
S-2020-09	3/25/20	Faculty Creative Activity Research Grants	Approval	Approved	
S-2020-10	4/1/20	Faculty Senate Constitution	Approval	pending	Pending referendum
S-2020-11	4/1/20	Faculty Senate Bylaws	Approval	pending	
S-2020-12	4/1/20	Travel funds 2020-2021	Approval	Approved	S-2020-12

Appendix A

STIPULATED AGREEMENT

Between


CSCU – CT State Universities

And

CSU-American Association of University Professors

Whereas, the contractual evaluation process requires penultimate year tenure candidates to submit materials to the DEC by October 2020, and

1. Whereas the CSCU System has issued a closure of campuses through the remainder of the Spring 2020 semester, due to the COVID-19 coronavirus global outbreak, and
2. Whereas, the parties recognize that a candidate's performance with respect to the evaluation criterion set forth in Article 4.11.9.1-4.11.9.3 may be impacted by campus closures and other COVID-19 related events
3. Therefore, the parties hereby agree that when reviewing the applications of penultimate year tenure submitted during the 2020-2021 academic year the evaluative bodies will take into account impediments created by COVID-19 pandemic on the candidate's quality of activity within the contractual evaluation categories during the period of disruption caused by the pandemic. The totality of the candidate's work will be considered as usual.
4. The parties further agree that this agreement shall be revisited in the event that campus closures continue during the Fall semester.
5. This Agreement is with prejudice but without precedent except in matters involving CSU-AAUP and the tenure process occurring during the 2020-2021 academic year and is not intended to change any other terms or conditions of the contract as it applies to the evaluation process.

<u>PATRICIA O'NEILL</u>	<u>04/16/2020</u>
For CSCU	Date
	<u>4/16/20</u>
For CCSU-AAUP	Date

C: CCSU – HR  
SCSU – HR  
WCSU – HR  
ECSU – HR  
AAUP  
File