

SCSU Faculty Resource Guide

AY 2025-2026

Introduction

Welcome to the Faculty Resource Guide! The purpose of this Faculty Resource Guide is to provide new faculty with the most updated links and resources to SCSU's organization, guidelines, procedures, and services relative to teaching and learning.

We recognize that information and sources change rapidly, so we encourage you to consult with your Department chairperson, colleagues, and university support personnel as you familiarize yourself with SCSU's operations. We look forward to working with you individually and supporting your professional endeavors throughout your career at SCSU. If you have any questions, don't hesitate to reach out to anyone listed below.

SCSU Mission

Southern Connecticut State University (SCSU) provides exemplary graduate and undergraduate education in the liberal arts and professional disciplines. As an intentionally diverse and comprehensive university, Southern is committed to academic excellence, access, social justice, and service for the public good.

SCSU is an R2 and Access classified public institution serving approximately 8,000 undergraduate and graduate students. SCSU is one of 6 colleges and universities that make up the Connecticut State Colleges and Universities System (CSCU) system governed by the Connecticut Board of Regents for Higher Education. See: <http://www.CT.edu>

Academic Affairs

<https://inside.southernct.edu/academic-affairs>

Dr. Julia Irwin, Interim Provost & Vice President of Academic Affairs,
irwinj1@southernct.edu

Dr. Trudy Milburn, Associate Vice President for Academic Affairs,
milburnt1@southernct.edu

Dr. Colleen Bielitz, Associate Vice President for Strategic Initiatives and Outreach,
bielitzc1@southernct.edu

Faculty Senate

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

Dr. Joan Weir, President,
weirj3@southernct.edu

American Association of University Professors (AAUP)

<https://www.csuaaup.org/southern-connecticut-state-university/>

Kari Swanson, SCSU-AAUP President
(203) 392-5774
swansonk8@southernct.edu

Gary Winfield, AAUP office: EN C 111, (203) 392-5975

After you have taught 18 credits, you and your spouse or dependents (under the age of 25) are eligible for tuition-free course work within the CSU system. Contact AAUP for more information.

Faculty Development

<https://inside.southernct.edu/faculty-development>

Office of Faculty Development, Buley Library 213

Dr. Sarah Benes, Faculty Director
beness1@southernct.edu

Jennifer Hudson, Associate Director
hudsonj1@southernct.edu

Research & Grants

<https://www.southernct.edu/dri/research>

Research Protection Program (RPP)

<https://www.southernct.edu/dri/rpp>

- The Office of Research Integrity (ORI)
- The Institutional Review Board (IRB)
- The Institutional Animal Care and Use Committee (IACUC)
- Institutional Biosafety Committee (IBC)
- Sponsored Programs and Research, Engleman Hall B213

Sponsored Programs and Research (SPAR)

Internal & External Grant Support

Julianne Fowler, Interim Director

(203) 392-6802

fowlerj3@southernct.edu

Teaching & Student Support Services

Academic Advising:

<https://inside.southernct.edu/advising>

Basic Needs:

The university has many on-campus resources for those lacking basic necessities such as: food, shelter, clothing, personal hygiene items, etc. as well as off-campus referrals.

<https://inside.southernct.edu/wellbeing/resources>

Center for Academic Success and Accessibility Services (CASAS):

Incorporates the "Writing Center"

<https://inside.southernct.edu/academic-success-center>

Center for Educational and Assistive Technology:

<https://inside.southernct.edu/ceat>

Dean of Students:

<https://inside.southernct.edu/student-support-team>

Student Counseling Services:

<https://inside.southernct.edu/counseling>

Student Handbook:

<https://inside.southernct.edu/handbook>

Textbooks:

You can submit your orders through BNC Adoption and Insights portal, or by logging in through your MyApps page (if you do not see the app, click the 3 dots in the upper right and select Request New Apps and adding BNC), or by sending an email to SM769@bncollege.com

- **Reserves Lending** for every required course adoption textbook/resource/reading
 - Please use the Reserves Form (<https://libguides.southernct.edu/Reserves/faculty>)
 - Contact: Jon Rios at x27201.
- **Open Educational Resources (OER)** needs are also supported through Buley Library.
 - Contact: Hayley Battaglia battagliah1@southernct.edu

Service

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

See [Faculty Senate Statement on Service](#)

Faculty Evaluation

Consult with your Department Chairperson. Documentation and procedures for First Year Renewal and other Evaluations are included here:

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

Faculty Resources & Information

Faculty OneStop Portal

<https://inside.southernct.edu/onestop/faculty-and-staff>

Buley Library

<https://www.southernct.edu/about/library>

- *Use of Buley Library for classroom instruction (Schedule a Class)*

<https://libguides.southernct.edu/formclass>

Center for Excellence in Teaching & Learning

<https://www.southernct.edu/ctl>

Center of Excellence on Autism Spectrum Disorder

<https://www.southernct.edu/asd-center>

Duplicating services and copyrighting information

<https://inside.southernct.edu/facilities-operations/duplicating-services>

Division of Diversity, Equity, and Inclusion

<https://www.southernct.edu/dei>

- Campus Climate Support: <https://inside.southernct.edu/campus-climate-support>

Office of Information Technology

<https://inside.southernct.edu/information-technology>

Help Desk

Located on the 1st floor of Buley Library, x25123

<https://inside.southernct.edu/helpdesk>

Office of International Education

<https://inside.southernct.edu/international>

Office of Online Learning

<https://inside.southernct.edu/online-learning>

Southern Alert Notification System

<https://inside.southernct.edu/southernalert>

Travel Procedures

<https://inside.southernct.edu/accounts-payable/travel>

- Please direct forms for signature by AVPAA to AcademicAffairs@southernct.edu

Guidelines & Procedures

Office of Human Resources

<https://inside.southernct.edu/human-resources>

- HR Policies can be found here <https://inside.southernct.edu/human-resources/policies>

SCSU Policies and Procedures related to programs and courses can be found in each annual catalog:

- **Undergraduate:** <http://catalog.southernct.edu/undergraduate>
- **Graduate:** <http://catalog.southernct.edu/graduate/>