

Southern Connecticut State University
FACULTY SENATE

Approved Minutes of December 5, 2018

<https://www.southernct.edu/faculty-staff/faculty-senate/mins/2018-2019.html>

The 8th meeting of the Faculty Senate AY 2018-2019 was held on
 December 5, at 12:10 p.m. in the
 Seminar Room of Connecticut Hall.

Members Present/**Absent** (absent members are designated in **bold**)

Wafeek Abdelsayed (Accounting)	Matthew Ouimet (Counseling)	Robert Gregory (Exercise Science)	Robert Forbus (Marketing)	Walter Stutzmann (Part-Time Faculty)	Greg Adams (Sociology)
William Farley (Anthropology)	Natalie Starling (Couns/Sch Psych)		Maria Diamantis (Mathematics)	David Pettigrew (Philosophy)	Angela Lopez-Velasquez (Special Ed/Reading)
Jeff Slomba (Art)	Mike Knell (Earth Science)	Tom Radice (History)	Alain D'Amour (Mathematics)	L. Evan Finch (Physics)	
Lisa Barbaro (Athletics)	Sanja Grubacic (Econ/Finance)	Darcy Kern (History)	Joe Fields (Mathematics)	Jon Wharton (Political Science)	Douglas Macur (Theatre)
Steven Brady (Biology)	Beena Achhpal (Curriculum & Learning)	Yan Liu (Information & Library Science)	Jonathan Irving (Music)	Michael Nizhnikov (Psychology)	William Flores (World Languages & Literatures)
Jeff Webb (Chemistry)	Peter Madonia (Ed Leadership)	Jerry Dunklee (Journalism)	Francine Penny (Nursing)	Kevin Colwell (Psychology)	Cindy Simoneau (UCF)
Deborah Weiss (Com Disorders)	Mike Shea (English)	Parker Fruehan (Library Services)	Lisa Rebeschi (Nursing)	William Faraclas (Public Health)	
Wes O'Brien (Communication, Media & Screen Studies)	Paul Petrie (English)	Kari Swanson (Library Services)	Obiageli Okwuka (Part-time Faculty)	Michael Dodge (Recreation/Leisure)	(Grad Council)
Derek Taylor (Communication, Media & Screen Studies)	Scott Graves (Environment, Geography & Marine Studies)	Mina Park (Management/MIS)	Eric Hoffman (Part-Time Faculty)	Paul Levatino (Social Work)	Mia Forgione (Student)
Mohammad T. Islam (Computer Science)	Peter Latchman (Exercise Science)	Alison Wall (Management/MIS)	Mary Ellen Minichiello (Part-Time Faculty)	Stephen Monroe Tomczak (Social Work)	Dr. Joe Bertolino, SCSU President

<u>Guests:</u> Dr. Clara Ogbaa (Library Services)	<u>Guests:</u>	<u>Guests:</u>	<u>Guests:</u>		
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Call to order: 12:10pm

I. Minutes of Previous Meetings

[https:// www.southernct.edu/faculty-staff/faculty-senate/mins/2018-2019.html](https://www.southernct.edu/faculty-staff/faculty-senate/mins/2018-2019.html)

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II. Guests:

- Dr. Clara Ogbaa, Director of Library Services—

Dr. Ogbaa, the Director of Library Services, thanks the President of the Senate and Senators for inviting her to the Senate. She was here 14 years ago for 12 years, 6 years as an adjunct, 6 years FT, and then she went to TX. She is originally from Nigeria, but has been in the US since 1977. Her first professional position was here at SCSU. She was the Bibliographic Instruction Coordinator (now Information Literacy Coordinator position).

It was Southern that introduced her to administrative role when she was made a coordinator. She then did her doctorate in Educational Leadership. She was an Administrative Librarian, Head of Instruction and Reference Services at TX State St. Marcus for 4 years before returning to be the Director at Gateway CC for 10 years.

- I. She is passionate about librarianship and working with students. She is very student focused and focused on student success. We cannot make a lot of impact without the teaching faculty.

She stated she is very optimistic. She has been here 3 months. She started working with the Library Faculty on changes.

She arrived here to find a lot of challenges. She didn't realize the challenges were so deep. She reported that the Library did a SWOT analysis. She has the support of her colleagues and the University Administration—and they wanted a change.

She reported that they identified sources of problems in the Library and reorganized duties of the Librarians. The major issue—services were in silos and people did not have shared vision and priorities. It affected morale. She reported that the Library lost librarians, so they have been working together to fill the positions.

Dr. Ogbaa's focus was to deal with people first, because she believes happy librarians will

make happy students. So, they spent 2 months working one-on-one and in groups to build teams, resolve issues and reorganize duties. There are currently 4 positions that need to be filled.

Going forward the Library will concentrate on services—enhancing what they have.

Dr. Ogbaa stated that they will need our support. She said that we have creative and knowledgeable librarians, who would like to collaborate with faculty and other departments who are focused on academic success.

Senator Dunklee (JRN)—Welcomed Dr. Ogbaa back to Southern. He asked Dr. Ogbaa about her statement that there are four openings in the Library and if the Library permission to search? Answer: Yes, from the Provost only. She is working on the RTF for the System Office to search for those. She has done the justifications, and forms for campus.

Second Question: Now that you are back in the building, do you have concerns about how the space is used? Answer: Yes, first it is a beautiful space. It is too big... huge for a library of our size... more than enough for the library. Looking at the trends, it is wonderful that we have academic success, writing center, etc.. But, the way that spaces are used is not planned. She has recommended either a committee or consultant to look at the space. When she came there was no office for the Library Director. The Provost has identified a space to be renovated for the Library Administration. We do not have program rooms—event space. Right now the space for the Library is not properly organized and you have offices in study rooms, etc., not planned properly.

Senator Webb (CHE)—The LRC that prints posters... it is only staffed twice a week at night. It should be staffed more. Answer: There will be an additional Library Technician Monday-Thursday. Also, she is talking to the duplicating center about merging services.

Maybe February or March her office will be on the Fourth Floor of Buley.

Dr. Ogbaa stated that the Library needs to work with faculty and asked that we let students know about the services we have. The Library has personal librarians for every discipline. She asked that we let our students know that librarians are there to help them, and that the Library has resources to help them, including instruction to help them with basic information literacy skills. Please integrate your library faculty colleagues to help students.

Dr. Ogbaa spoke about OER (Open Educational Resources). She stated that students are asking us to buy textbooks that they cannot afford. Some Universities are designating courses with no-cost or low-cost textbooks. She indicated that examples will be on reserve in the Library so faculty can come look at them and see if they cover what you need. Rice

University does OpenStax OER, and some of them are \$25-\$50 for the textbook (print) and online for free. She stated that the Library does not have the budget to buy textbooks—although she is looking for grant funding. President Diamantis asked that senators go back to their departments so they can be in close contact with the Libray.

Mia Forgione (SGA) asked if there was a way for students to give feedback. Dr. Ogbaa responded that will be in touch with the student government. UCONN and others are doing that. President Diamantis indicated there is an opportunity and they will talk.

III. President's Report

President Diamantis highlighted the cancellation of the University Dialogue, which will be rescheduled early in the Spring semester.

President Diamantis reminded Senators of the UCF Special election. 5pm today (December 5) is the deadline. This is for a one Semester long service on UCF.

President Diamantis noted that this Friday the University Climate Survey presentation will be held at 11am in ENA120.

President Diamantis reported that for Item 4 on her report regarding MIS becoming a stand-alone department renamed BIS (Business Information Systems) needs endorsement of the Faculty Senate.

Senator Webb (CHE) asked how big the new department will be. Answer: Four faculty. There is no limit in the contract for the number of faculty for a department.

Senator Dunklee (JRN) asked how many majors there are. Answer: They are working on those details.

Senator Shea (ENG)—This means 5 departments in BUS. This means they will have a UCF rep, etc.. Answer: They already have represenatives on Senate, UCF, etc..

Motion to Endorse, Moved & Seconded. Motion passed unanimously.

President Diamantis noted the Save the Date and Call for Volunteers for Faculty Research and Creative Activity Conference. President Diamantis asked Senators to please volunteer, and to contact Dr. Christine Broadbridge to do so.

President Diamantis reminded Senators that Final Grades are due by Wednesday, December

19—by the end of the day 11:59pm.

President Diamantis reminded Senators of the call for nominations for the Robert E. Jirsa Service Award. Only Full Time members can be nominated.

IV. Standing Committees

- a. Technology—Senator Stutzman (Part-Time) reported that the committee is working on drafting a computer replacement policy. He had one prelim meeting with IT management. It will take work to get buy-in/on board. Everyone that is involved will have looked at it and be on board with it.

Senator Stutzman (Part-Time) reported that people had asked about the broken keychain on Macs. There may be a solution soon. Senator Stutzman will work with Nick Valsamis on a fix.

Senator Stutzman (Part-Time) reported that the new website will roll out sometime at the end of January. He has seen a short preview. Senator Stutzman wants those responsible for the new website to come to the first meeting in January. You can have a link to an external website and a way for you to update your own site. This will involve use of Digital Measures.

Senator Petrie (ENG) asked about the timing of this ability. Answer: It is not day one.

A Senator asked if IT mentioned training? Answer: Yes, there will be training.

Senator Stutzman (Part-Time) reported that there was a problem with Banner on Monday and stated that it is allegedly fixed.

- b. Academic Policy—Senator Pettigrew (PHI) reported on the Grade Appeal form. The main reason we changed it last year was to remove the department curriculum committee and create three layers of appeal. The committee received comments from a variety of sources about the proliferation of grade appeals, virtually all of which were rejected due to lack of palpable injustice. So, it was recommended that the committee refine the language with respect to palpable injustice. The committee spoke to faculty members, the Deans, Dr. Tetreault. Senator Pettigrew gave particular thanks to Dr. Petrie (ENG) and Dr. Rebesch (NUR).

Senator Pettigrew (PHI) reported that Dr. Tetreault recommended documentation from the beginning of the process. Senator Pettigrew stated that he and Dr. Hlavac started conversations about this a couple of years ago. Now it is changed so it is filed and noted with the chairperson.

Meaning of Palpable Injustice—much clearer definition of palpable injustice.

Issue of Summer—no change, because per the contract the faculty are not required to be here (off contract) during summer.

A friendly amendment based on the comments of the Deans and Senator Faraclas was proposed.

Section 3 f—replace second sentence to “It is the responsibility of the student to verify that any agreed upon agreed upon change to a grade has been implemented by the end of the appeal semester (i.e. by checking on the grade in Banner). If necessary, the student may request the assistance of the Department Chairperson in order to verify that the grade has been changed.”

Senator Faraclas (PCH)—Senator Faraclas has six other minor amendments to propose, which he will put on the screen.

Senator Shea (ENG)—First he wants to speak in favor of it, but was wondering if SGA—students would have any comments about this. Student Representative Mia Forgione does not see students have any issues, but it will be beneficial to bring it back to them. Has she heard any concerns about it as it is now.

Senator O’Brien (COM) suggestion: III. B. Grade appeals are made after the grade is received, but are reviewed only in the Fall or Spring Semester after the grade is received.

Senator Shea (ENG)—To whom do they make the appeal? The committee doesn’t exist in Summer A. Answer: The appeal is made to the faculty member and then the chairperson.

Senator Weiss (CMD)—Different wording—A student may submit a grade appeal at any time within the required timeframe (insert the timeframe reference); however they are reviewed....

Senator Petrie (ENG)—referring to the timeframe is circular or creates confusion.

Senator Dunklee (JRN)—Do we need to repeat student here... to make it clear.

Senator Webb (CHE)—The UASC shall hold a hearing and render its decision following...

Motion—Paragraph 2, add “faculty” to the last line: “distinct procedures defined in the faculty Collective Bargaining Agreement.” Passes, 1 objection.

Motion—page 2. C. level 3 The UASC shall render its decision following a hearing to which the instructor... will be invited. Passes, 1 objection.

Motion—III. A. Add “by th student claiming a palpable injustice.” Revised version would read “Grade appeals must be initiated on an individual basis by the student claiming a palpable injustice.” Passes.

Motion—IV. A. “If an agreement is reached to change the grade, the instructor shall state the nature of the agreement, and submit the grade change form to the Registrar’s Office within one week.” Passes.

Motion—IV. C. “The decision of the USAC shall be final, unless the Dean determines that a procedural violation has occurred at any level.” Passes, 2 objections.

Senator Forbus (MKT)—We should approve a summer procedure. We are a year round university. Answer: she agrees. This needs to be another discussion.

A Senator asked about this procedure becoming digital and whether there is an ETA on when it will go digital. Senator Stutzman (Part-Time)—the answer is no until we have the procedure approved.

- c. Elections—Senator Swanson (Library Services) reminded Senators of the UCF special election call for self-nomination.
- d. Finance—Full-time Travel fund: \$143,033.51. Part-time Travel fund: \$4,898.49. Creative Activity fund: \$15,210.89.

Faculty withdrew their applications, for the Creative Activity funds, so the money became unencumbered. Please bring this to your FT and PT Colleagues.

- e. Personnel Policy—Administrative Effectiveness Survey—a request has been made for the Faculty Senate Executive Committee to meet with the Administration about the survey. The President and Provost asked for a delay in the survey for a couple of reasons. They would like to have an opportunity to add an item or not to the survey. In the spirit of collaboration President Diamantis asked that the co-chairs share a copy of it with the President and Provost, so they may add to it. We will move forward to send it out by the first week of the Spring Semester.
- f. Rules—No Report
- g. Student Policy—Senator Nizhnikov (PSY) brings forward a motion to change the language of the Academic Misconduct Policy as follows:

Under c the second bullet point will be revised to read—

“an accused student’s record of prior academic misconduct reaches 3 instances while at Southern Connecticut State University and for any subsequent accusation of academic misconduct or;”

Senator Shea (ENG) stated that he thinks it should still be two instances, not three.

Senator Faraclas (PCH) seconds the amendment suggested by Senator Shea.

Senator Gregory (EXS)—He wants the number spelled out “two” not 2.

Motion Passed.

Senator Nizhnikov (PSY) will send the full document revised as approved.

V. Reports of Special Committees

No reports.

VII. New Business

Approval of Faculty Development Advisory Committee (FDAC) By-Laws – Postponed for Spring 2019

Executive Committee Meeting: Ten minutes following adjournment

Spring 2019 meetings: January 23, February 6, February 20, March 6, March 27,
April 10, April 24, May 8.

Kari Swanson
Senate Secretary