

Southern Connecticut State University
FACULTY SENATE

Approved Minutes of November 7, 2018

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

The 5th meeting of the Faculty Senate AY 2018-2019 was held on
 November 7, at 12:12 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 Rebesch (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)	Allison Wall (Management/MIS)	Mary Ellen Minichiello (Part-Time Faculty)	Stephen Monroe Tomczak (Social Work)	Dr. Joe Bertolino, SCSU President

Guests:					
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Announcement: Senator Weiss (CMD) shared the flier for Judaic Studies' program Cave Explorer Christos Nicola: 'Secret of Priest's Grotto' to be held Monday, November 12 1-2 PM in Jennings 127.

President Diamantis asked for a moment of silence in remembrance of the victims of violence at the Tree of Life Synagogue in Pittsburgh, PA.

I. Minutes of Previous Meetings

<https://www.southernct.edu/faculty-staff/faculty-senate/mins/2017-2018.html>

- Minutes of previous meeting held on October 24, 2018 approved unanimously.

II. Guests: |

- President Bertolino—

President Bertolino stated that he does not know what impact of the outcome of governor's race will have on SCSU. Southern's responses for the System Office White Paper for their new administration were not summarized. Every response was sent to the System Office. The responses will be combined with those from the other CSCU schools and sent to the Lamont administration. President Bertolino stated that as soon as he has information he will pass it on to the faculty.

President Bertolino reported that President Ojakian and Senator Blumenthal will be on campus at 1pm today (November 7) for the Veteran's Day celebration in the theater.

President Bertolino stated that he was not aware of the issue with students being asked to leave the residence halls earlier than the end of classes the Tuesday before Thanksgiving break. President Diamantis says this is an issue we need to discuss. President Bertolino will follow up with Vice President Tyree and Director of Residence Life DeMezzo.

President Bertolino reported that the Campus Climate survey analysis is finally complete. He stated that the faculty who were involved helped with analysis a great deal. After Thanksgiving the team who worked on the survey analysis will come to the Faculty Senate to present the overview of the study. The presentation is being developed. President Bertolino reported that he had the opportunity to walk through the survey and characterized it as comprehensive. He said that to understand the results one must read the survey, qualitative and quantitative. He said that none of the concerns will be a surprise to any of us, and that we as a collective will need to decide what to do with it and how we move forward. The survey was taken at the start of last year.

President Bertolino reported that the search for the Dean of Graduate & Professional Studies is near completion. He anticipates that Provost Prezant will connect with him in the next few days to see

where we land and will have a candidate who will accept the offer.

President Bertolino stated that in the spring a communication will go out for nominations for awards from Southern to members of the community. He asked Director, Integrated Communications & Marketing Dilger if we had Presidential awards. His previous institution presented an award to a community member and a community organization for work for the community or the university. Director Dilger informed him that there is an award, but he did not know when the last time it was given, and that he has a drawer full of them. President Bertolino will be shaping what an award like that will look like for on and off campus and will be asking for nominations. He welcomes our thoughts and ideas on that.

President Bertolino reminded the Faculty Senate that there will be a Presidential Dialog on December 3 from 1:00pm to 2:30pm in ASC Theater.

President Bertolino reported that he, Provost Prezant, and President Diamantis will be meeting with different faculty groups for coffee and conversation again this year. He will extend the offer to our departments. When he arrived he met with all departments. Those meetings were very helpful to him and he learned quite a bit. He is happy to do that again, but he suggests that if we would like the for him, and the Provost (or Dean) to come meet with our departments to extend the invitation to his office.

President Bertolino stated that with regard to the Academic Advising budget he has asked for those numbers and will get back to us. He stated that "it is not cheap." We need to restructure academic advising services, but that is costly. It is an investment. He stated that he would bring the numbers to the meeting with the Faculty State Executive Committee next week, so we can engage in conversation about how best to move forward.

President Bertolino thanked the Faculty Senate for bringing to his attention the web site issue. He thought they met with a variety of constituency groups and he is a fan of consultation.

President Bertolino reported that on Saturday, November 3 Doris Kerns Goodwin was here for a sold out event. It was a great night for SCSU. He reported that we are looking to line up speakers for the lecture series and commencement and he will let us know as soon as he has further details.

Senator Dunklee (JRN) expressed a general concern from his department: last term and maybe in spring also he has had so many students with problems: breakdowns, frustrations, referrals to counseling, etc., but students could not get appointments in a timely manner. The caseload for counselors is high. President Bertolino responded that it is a significant concern. In his career he has seen significant growth of student mental health issues. That has continued to increase year over year. The demand has gone up, especially for those who have insurance that doesn't cover. The University is exploring some additional partnerships, in particular with Yale which has a free clinic (doctoral students). Also, there were a couple of people hired in Counseling this summer, a new director and a psychological counselor for multi-cultural counseling. The other piece is that students a decade ago who would not have been able to attend now can with medications and treatment, but if they do not continue medication and treatment, combined with stresses/strains... college is stressful and affects them. He asks that if we see these students or these concerns he suggests referring them to Dean of Students Jules Tetreault. There are people with counseling backgrounds in residential life. The student may not need a counselor from the counseling center.

Senator Faraclas (PCH) stated that there is a corresponding concern that goes hand-in-hand with this: we have a lot of students with mental health issues and disabilities. Why have we not had forums to help faculty members understand what they are seeing so they can know how to respond appropriately? President Bertolino will talk to the team about that idea.

Senator Shea (ENG) stated that with regard to Dean of Students Tetrault, he suggests that the administration send a message to all faculty and staff about the ability to refer students to Student Affairs/Residence Life.

Senator Colwell (PSY) stated that there is a Counseling center for low cost for students also.

Senator Ouimett (Counseling) stated that Counseling has a lot of students coming and faculty or staff bringing students to them. When students are distressed they have to triage crisis/risk. How do we manage distress and crisis. The MFT clinic is on campus too. The MFT clinic has graduates who see students for mental health issues. If you are a SCSU student you receive services for free.

Senator Okwuka (Part-time Faculty) stated that the Veteran's Administration has a strong crisis center for Veterans. It is recommended that Veteran students be referred there.

Senator Dunklee (JRN) said that he was not aware about half of these things. He indicated that we should be proactively informed of these things. President Bertolino will pull that info together sooner rather than later.

Senator Webb (CHE) suggested that the information be put on the website.

Senator Pettigrew (PHI) shared that he is the advisor for PRISM, and he asked the members of PRISM where they would go to address concerns. He learned from his students about a preacher on campus who said racist and homophobic things. He wondered why we cannot ban hate speech on campus. Multiple Senators and guests answered that this is a First Amendment free speech issue. President Bertolino reported that last year students made their own signs and had an alternative discussion in response to the preacher. This year the administration did not hear much about it at all. President Bertolino read about it in the paper. Individuals such as the preacher have the right to be outside on campus, but not inside campus buildings. The campus police are on hand, plus professional staff and it reaches a particular level they intervene.

Senator Faraclas (PCH) would like a web page about what student support services are available.

Senator Rebesch (NUR) stated that a "students in distress protocol" was formerly available. It needs to be updated. Senator Stutzman (Part-time Faculty) concurred that it was available in the form of a book.

Senator Ouimett (Counseling) referred to the book the "Red Folder" resources. Counseling has a new director coming in and they recognize these issue.

Senator Levatino (SWK) stated that for matters of support and counseling around managing life stress Marriage & Family Therapy's Family Therapy Clinic is ideally equipped for that.

Senator Fields (MAT) asked if President Joe going to contact Governor-elect Lamont? President Bertolino said yes, the plan is to invite the new governor-elect to campus to see campus, meet with students, faculty and staff, etc..

III. President's Report

President Diamantis reminded Senators that the First Presidential dialog 1-2:30, ASC Theater. It will be a dialog. The President, Provost and Cabinet agreed to come and answer questions. It will be a conversation, strictly a Q&A session.

President Diamantis reminded Senators that by 5pm this afternoon, November 7, the surveys for the candidates for the Dean of Graduate Studies are due.

President Diamantis noted item 3 on her report regarding students being notified that the dorms would be closing at 5pm on Tuesday 11/20. One of President Diamantis's students asked to be excused from a Tuesday class 11/20, because the dorms are closing at 5pm on that day. This was not past practice. Classes go on until 10pm on the Tuesday before Thanksgiving break. President Diamantis is seeking clarification about this. Why were the students notified, but the faculty were not? Why are they being charged to stay for one night if they have classes until 10pm.

M. Forgione (Student Government Association) clarificatied that students were informed that they have to start paying to stay on Wednesday. She will forward that message to President Diamantis.

Senator Dunklee (JRN) asked with regard to item 4.d. why faculty did not have an opportunity to work with the website redesigners? It seems like a lot of things like this are done without including the people who are affected by it. It would be useful to have been consulted. President Diamantis stated that we can discuss this matter at another time and come up with a plan.

IV. Standing Committees

- a. Rules—The Rules Committee distributed a proposal regarding term limits for Faculty Senate Committee chairpersons.

Following extensive discussion and amendment the motion passed to revise as follows the Faculty Senate By-Laws:

“VII. Faculty Senate Committees...

B. ...After each Faculty Senate Standing Committee has been formed, a Committee Chairperson (and if it is deemed necessary, a Co-chairperson) shall be elected from the committee membership. The Committee Chairperson (or Co-Chairperson) may succeed himself or herself, but shall serve no more than three consecutive terms except by approval of the Faculty Senate President in consultation with the Faculty Senate. Should the standing committee deem it necessary to select co-chairpersons, both may attend Executive Committee meetings, but only one shall be designated to vote.”

- b. Student Policy Committee—Senator Nizhnikov reported that the committee is crafting a statement on the SAT issue.

Technology—Senator Stutzman (Part-time Faculty) reported that they are still working on computer distribution. He will ask all Senators to collect information about how we would change the computer distribution policy. The goal is to have a resolution from the Senate to set the policy.

Senator Stutzman stated that he is going to put in an IT Gov request for online grade appeal once the grade appeal language is finalized. He will not put in the request until they have the exact document.

Senator Stutzman reported that there was no consultation with the Faculty Senate Technology committee before they were presented with the new web design.

- c. Academic Policy—Senator Pettigrew (PHI) reported that the committee is working on the Grade Appeal document. They are delegating to other members of the committee. Senator Petrie is re-writing the language. It will be revised in view of going online. The main issue is palpable injustice. The meaning of which should be clarified and that might right-size the number of appeals. Language is being added to explain this.

Senator Pettigrew reported that with regard to online student opinion surveys the committee is stuck in continuous feedback loop worrying that we would not receive responses to those. The committee seeks input on the actual form and the idea to have them online. They are seeking success stories. Are there other places that have gotten responses? The inclination to do it this way is not going away.

- d. Elections—Senator Swanson (Library Services) reported that the Elections committee received no nominations for the SSC Implementation for Graduate Advising Ad Hoc Committee. President Diamantis requested that Senators self-nominate for this committee. Senator Rebesch (NUR) self-nominated for the committee and will serve.

Senator Swanson reported that a ballot for the special election would be coming out soon.

- e. Finance—Senator Abdelsayed (ACC) reported that the Full-time Faculty Travel fund balance was \$136,875. The Part-time Faculty Travel fund was \$13,924, and the Creative Activity fund balance was \$0.
- f. Personnel Policy Committee—No Report

V. Reports of Special Committees

- a. UCF—UCF approved an agreement with Naugatuck Community College and Norwalk Community College for programs. President Diamantis requested that those documents be sent to the Faculty Senate.
- b. Graduate Council—No Report
- c. FASP/USPaRC—No Report

VI. Old Business

- a. Approval of Faculty Development Advisory Committee (FDAC) By-Laws

Postponed until Spring 2019.

VII. New Business

- a. Approval of UCF/StAR By-laws

Following a brief discussion a motion to accept the UCF/StAR by-laws as presented was approved (see Appendix A).

Executive Committee Meeting: Ten minutes following adjournment

Fall 2018 meetings: November 28, December 5.

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

Kari Swanson
Secretary

Appendix A

[From the UCF Constitution]

4.

Standards and Assessment Review Committee (StAR) shall:

1. Define and apply UCF assessment standards and procedures in support of departments undergoing academic program assessment.
2. Evaluate program review reports prepared by departments, meet with department representative(s) and present findings in reports to the UCF.
3. Report to the UCF membership on the progress of the assessment process.
4. Periodically review and revise as needed, the standards for department program review.
5. Provide assistance to departments and individuals in conducting program reviews.
6. Educate faculty through open meetings.

[StAR By-laws]

By-laws

Standards and Assessment Review (StAR) Committee Southern Connecticut State University (Approved by UCF 00/00/2018) (Approved by Graduate Council 00/00/2018)

Standards and Assessment Review (StAR) Committee is a sub-committee of the Undergraduate Curriculum Forum (UCF) and the Graduate Council (GC) with the following responsibilities:

1. Define and apply UCF and GC assessment standards and procedures in support of departments undergoing review.
2. Evaluate self-study reports prepared by departments or program directors, meet with department or program representative(s) and present findings in reports to UCF and GC.
3. Report to the UCF and GC membership on the progress of the assessment process.
4. Periodically review and revise the standards for department program review as needed.
5. Provide assistance to departments and individuals in conducting department reviews.
6. Work with the LEP Director for Assessment and Planning to assist in the design and implementation of LEP assessment.
7. Collaborate with Office of Assessment and Planning (OA&P) to facilitate the creation of surveys and sharing of University assessment and with Office of Institutional Research (OIR) for the sharing of demographic data as necessary.

I. StAR Committee Membership and Terms of Appointments

1. StAR membership shall consist of 10-14 members, with representation from each academic school and equal representation from the GC and UCF. Efforts should be made

to ensure continuity on the committee and to select GC and UCF members with interest and preferably experience with assessment, program evaluation, and/or accreditation. Membership shall be determined during the first UCF and GC meetings of the academic year according to the UCF and GC constitution guidelines. All GC and UCF members are eligible to serve as StAR Committee members.

2. The StAR committee shall elect the co-chairs of the committee at the last meeting of the academic year for the upcoming academic year. One chair shall be a

member of UCF and one chair shall be a member of GC. In the event that no consensus for co-chairs is reached at that time or that the elected co-chairs are no longer eligible or able to serve, new chairs shall be elected at the first meeting of the new academic year.

C. The Co-Chair of the StAR Committee from GC may be re-elected once, serving a total of two consecutive one-year terms.

4. The Co-Chair of the StAR Committee from UCF may be re-elected twice, serving a total of three consecutive one-year terms.
5. The Co-Chairs of StAR shall each receive 1 credit of reassigned time per semester.

II. Meeting Schedule

A. StAR shall meet at least monthly during the academic year. The StAR Committee meets monthly on the first Monday of each month (October- December and February-May) from 1 pm-3 pm.

III. Quorum

A. More than fifty percent of all StAR members constitutes a quorum.

B. The Co-Chairs of StAR shall determine whether a quorum is present before voting takes place.

IV. Rules of Order

A. Proceedings of the StAR Committee shall be governed by the StAR Bylaws.

B. In the case of conflict, the Co-Chairs will determine the resolution procedure.

V. Voting

A. Upon the request of any member, voting on any substantive motion shall be by secret ballot. The Co-Chairs shall appoint tellers to conduct the ballots.

B. If the quorum is met, no absentee ballots or proxies shall be permitted for StAR business.

C. If the quorum is not met; absent StAR members will be given a timely opportunity to cast their votes electronically.

D. If the quorum is met, a simple majority carries the vote.

VI. Order of Business

A. The order of business at regular StAR meetings shall be: 1. Meeting called to order

2. Announcements

3. Old Business

4. New Business

5. Adjournment

B. Any member of the committee shall have the right to request consideration of additional items for the agenda by submitting the request in writing to the Co- Chairs.

VII. Rules of Procedure

The following rules shall govern the normal business of the StAR Committee.

1. The agenda, insofar as possible, shall be delivered electronically to StAR members at least one week prior to the meeting at which it is to be presented.
2. Any major policy statement or document developed by the StAR Committee and approved by the UCF and GC shall be reproduced in its final form and archived on the UCF and GC web sites.
3. Approved minutes will be made available to the entire university through the UCF and GC web sites.
4. The latest version of the Bylaws shall be published in their entirety on the UCF and GC web sites.
5. Following the StAR Committee's review of the program's self-study report, there shall be a final summative vote of either "full approval" or "accepted with revisions" per the "Academic Departmental Review" document.
6. In the case where "accepted with revisions" has been given an interim report will be due 1-2 years from the published due date for the initial report in the "Seven- Year Department Review Schedule," this interim report shall address the conditions cited in the StAR Committee's summary report. The interim report addressing the cited conditions with a clear action plan and timeline will be evaluated by the StAR Committee in accordance with the same process outlined above for initial reports. If the interim report does not receive "full approval" and instead is "accepted with revisions," another interim report must be written by the department and a new action plan and timeline will be established for submission of that report. The Provost/Academic Vice President, the Dean of the School of Graduate Studies (if applicable), and the appropriate Academic School Dean will be notified. Programs whose interim reports receive full approval from

the Graduate Council and Undergraduate Curriculum Forum will next be evaluated by the StAR Committee seven years from the date that they submitted their *initial* (full) report.

7. If a department does not submit the appropriate written report according to the timeline, the StAR Committee will so advise the UCF and Grad Council. The co-chairpersons of the StAR Committee will provide written notification to the

Provost/Vice President for Academic Affairs, Dean of the appropriate academic school, chairperson of the department, and coordinator(s)/director(s) of the program(s) to request a meeting to outline a schedule for and aid in the successful completion of the review process.

VIII. Amending By-laws

A. When considering a By-laws change or amendment, StAR members must be notified in writing at least one week in advance of the meeting. A two-thirds majority vote in favor of the proposed change will be sufficient to recommend a change or amendment to the By-laws, as long as a quorum is present.

B. The following documents will guide StAR members in their deliberations:

1. UCF Constitution and GC By-laws
2. "Academic Departmental Review" document