Faculty Senate Resolution

To: SCSU President Mary Papazian

From: Susan Cusat0, President of the SCSU Faculty Senate

The attached Resolution of the Faculty Senate regards: Resolution to Create an Informational Bulletin to Improve TA processing

The Resolution is presented to you for your [ ] APPROVAL
[ X ] INFORMATION

After considering this resolution, please indicate your action on this form and return it to the President of the Faculty Senate.

In accordance with the CSU-AAUP Contract (Article 5.10), the President of the University will return the Resolution to the President of the Senate within 15 school days of the receipt of the Resolution.

cc: Dr. Marianne Kennedy, Interim Vice President of Academic Affairs and Interim Provost

Susan Cusat0, President, Faculty Senate

May 1, 2013

Date

ENDORSEMENT of Faculty Senate Resolution, S-13-11

To: Susan Cusat0, President SCSU Faculty Senate
From: Mary Papazian, President of the University

1. Motion APPROVED
2. Motion DISAPPROVED (attach statement)
3. Motion NOTED
4. Comments See attached

May 30, 2013
Date

Signature
Proposal to create an Informational Bulletin for the TA process and reimbursement

Whereas Southern Connecticut State University exists to further the goal of academic excellence for all students and faculty;

Be it resolved that the university President or his/her designee work with the Faculty Senate or its designee to develop a uniform, accurate, and complete informational bulletin regarding the processing of TAs and reimbursements, to be published to all faculty each year at the beginning of the Fall semester, and that the bulletin includes the following information:

1. that TAs requesting monetary reimbursements are accepted on a first-come, first-served basis;

2. that TAs may be filed and approved well in advance of projected travel to encumber money for later travel;

3. that a TA may be filed and approved before a conference announcement is published, on the basis of evidence that a given conference will occur or does occur on a regular basis;

4. that funds encumbered for one conference or venue may be repurposed for another conference or venue by filing a revised TA;

5. that a faculty member may receive funding for multiple trips during a single fiscal year, up to the dollar limit set by the administration in consultation with the Faculty Senate;

6. that a faculty member must file receipts for reimbursement within the 30-day window established by the CSU-AAUP contract, and that travel funds will be promptly unencumbered and reassigned by Accounts Payable immediately thereafter;

7. that TAs may be filed for faculty travel during any part of the calendar year, including that portion of the year that falls outside the academic year.
Faculty Senate Resolution S-13-11

President Mary Papazian has the following comment:

The Faculty Senate is requested to explain the difference between a resolution presented for "Information" and a resolution presented for "Approval". This resolution is inappropriate as it attempts to establish procedure within the Office of the Provost. The Faculty Senate is encouraged to offer suggestions to the Office of the Provost for consideration on these types of matters.