

Joe Bertolino, Ed.D., President, SCSU

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<u>SU</u>	FACL	FACULTY SENATE	
	Faculty Senate R	Resolution Number S-2020-15	
To: From:	Joe Bertolino, Ed.D., President, Southern Connecticut State University  Deborah Weiss, Ph.D., President, SCSU Faculty Senate		
The attached I	Resolution of the Faculty Senate is e	entitled:	
RESOLUTION Regarding DIGITAL EVALUATION FILES AND PAPER APPLICATIONS			
This Resolutio	n was approved by Faculty Senate	on: <u>05/06/2020</u>	
▼ This Reso	lution is presented for APPROVAL		
☐ This Reso	lution is presented for INFORMATIC	ON .	
to the Presider		e 5.10), "When the Senate makes a written recommendation and respond to the recommendation in writing within recommendation."	
After consideri Faculty Senate	-	our action on this form and return it to the President of the	
Debo	rah Weiss	05/07/2020	
Deborah Weiss	s, Ph.D., President, Faculty Senate	Date	
cc: Robert S. I	Prezant, Ph.D., Provost and Vice Pre	sident for Academic Affairs	
	ACTION OF THE	UNIVERSITY PRESIDENT	
<b>V</b>	Approval: n APPROVED n DISAPPROVED (Provide comment	s below or attach statement)	
and faculty go	enerally retrieve these files from	n or before May 31st. As the campus is on lock down the Provosts Office (they are currently locked in the me that individuals can return to campus.	
Resolution for Resolutio	Information: n NOTED (applies to Informational F	Resolutions only)	
		5/14/20	

Date

## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

## RESOLUTION REGARDING DIGITAL EVALUATION FILES AND PAPER APPLICATIONS

Whereas, Southern Connecticut State University exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, The extenuating emergency circumstances caused by COVID-19 have resulted in closure of the SCSU campus and changes in the way pedagogy and routine business are being conducted during Spring 2020;

Whereas, There is uncertainty regarding whether the campus will be open or available for access in the fall 2020 semester;

Whereas, The submission of paper evaluation files and other paper applications, e.g., sabbatical applications, has been our modus operandi, until the limited pilot project of digital evaluation file submission during AY 2019-2020;

Whereas, Utilization of paper files and applications requires a greater necessity for human contact at a time when the campus may still need to limit such contact, and can increase the likelihood of passing pathogens through the handling of paper files; and

Whereas, The pilot project of digital evaluation file submission during AY 2019-2020 is in the process of being completed successfully and we have the knowledge and tools needed for successful digital evaluation file submission and review; now, therefore, be it

Resolved, That beginning in AY 2020-2021, all evaluation files shall be submitted only through the digital process; and be it further

Resolved, That arrangements be made for all paper evaluation files currently in the possession of the Administration to be returned to faculty members by no later than May 31, 2020, recognizing the importance of these files being in faculty possession in order to enable them to prepare their digital files; and be it further

Resolved, That the use of paper applications, such as those utilized to apply for sabbatical leave shall be discontinued beginning in AY 2020-2021 and applications shall be submitted through a digital process to be designed and approved by the Faculty Senate.