

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.