Whereas:
RATIONALE: As a result of the COVID-19 pandemic, SF State suspended in-person classes and campus operations in Spring 2020 and directed that faculty, staff and students move to primarily remote-based instruction and operations. While these changes were instituted for good public health reasons, they have disrupted the fundamental ways all campus stakeholders help our university fulfill its mission. Faculty, staff and students are navigating both professional and personal disruptions to their lives caused by the viral pandemic and political unrest, as well as subsequent negative economic impacts. Difficulties have also negatively impacted social support systems such as childcare, eldercare, schools for children, and health care systems that enable society to function. All of these factors have compounded into the current historic moment. The lack of separation between public and private life means that our faculty, staff and students are trying to teach, learn and carry out the university mission while managing an unprecedented mixture of personal and professional challenges.

Whereas:
Academic Senate items S20-287, S20-291, F20-287, F20-291, the Academic Senate of SF State recognizes as a result of the global COVID-19 pandemic suspended in-person classes directed faculty to move to remote instruction. While these changes were instituted for good public health reasons, they have necessarily disrupted faculty work. In response, the Provost shall place a letter in every faculty member’s PAF (Personal Action File) that provides the context for understanding the circumstances surrounding the periods including spring 2020, summer 2020 and 2020-2021. Said letter would be for all faculty, because teaching, research and service are being affected during these periods; and

Whereas:
the Academic Senate of SF State has a history of recognizing the equivalent role non-faculty university staff have in carrying out the mission of SF State1, and

Whereas:
Academic Senate Policy S83-101, the Academic Senate of SF State recognizes that non-faculty university staff are acutely aware and can provide valuable input concerning the strengths and weaknesses of departments and areas across campus; and

Whereas:
Academic Senate Resolution RF93-131, the Academic Senate of SF State recognizes that times of stress affect the university community as a whole, and that faculty and staff can equally benefit from participation in workshops that promote diversity, as well as, campus initiatives that promote the well-being of the university community; and

Whereas:
Academic Senate Resolution RS19-383, the Academic Senate of SF State recognizes that staff engagement through shared governance is essential to organizational success; and

Whereas:
Academic Senate Resolution RS20-399, the Academic Senate of SF State recognizes SF State Facilities Staff have been actively working to increase sanitation efforts on campus and have been on the front lines of SF State’s Covid-19 pandemic response; and

Whereas:
Academic Senate Resolution RS20-400, the Academic Senate of SF State recognizes the swift response from SF State’s Instructional Technology and Information Technology staff enabled our faculty, staff, & administrators to continue the operational functions of the university using remote technology during the move from being face-to-face-centric to entirely using remote modalities to ensure the safety of the university community during the COVID-19 pandemic; and

Whereas:
Academic Senate Resolution RF20-411, the Academic Senate of SF State recognizes that the pandemic significantly affected operations of every unit and department, and further expresses thanks to all essential employees who continue to maintain operations, as our campus works towards mitigating risks of the pandemic; and

Whereas:
the Academic Senate of SF State recognizes that all non-faculty university staff and management personnel have a personnel file and are annually evaluated on effectiveness and/or assignment of work, professional achievement, growth, and contributions to campus and community; therefore, be it

Resolved:
that a letter shall accompany the annual performance evaluation of each staff member or management personnel, providing a context for understanding the circumstances surrounding the 2020-2021 evaluation year; and be it further

Resolved:
the letter accompanying each evaluation shall be written by the respective Vice President of the area; and be it further

Resolved:
the letter accompanying each Vice President’s performance evaluation shall be written by the President; and be it further

Resolved:
that individuals at all levels of review are urged to be as flexible as possible in evaluating effectiveness and other work requirements during the 2020-2021 evaluation year; and be it further

Resolved:
that evaluators consider the extra duties assigned to or taken on by individuals during the pandemic in preparing evaluation documents, and be it further

Resolved:
that this resolution be sent to the President, the Vice Presidents of all cabinet areas, the AVP of Human Resources, the SF State Academic Senate Officers and Chairs, Deans, Directors, and Chairs, the Chapter Presidents of the APC, CFA, CSUEU, SUPA, Teamsters, and UAW, and other unions represented at San Francisco State University, CSU Academic Senate chairs, the CSU Academic Senate, and the Office of the Chancellor.

Resolved: