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**Date:** September 21, 2020

**To:** Talia Bettcher, Chair  
Academic Senate

**From:** Heidi Riggio, Chair  
Faculty Policy Committee

**Copies:** J. Lazo-Uy, R. Roquemore, V. Salcido, K. Franklin

**Subject:** **Optional Inclusion of Student Evaluation Reports in PAFs for the 2020-2021 AY**

At its meeting of September 21, 2020, the Faculty Policy Committee (FPC) considered the issue of Student Evaluations of Instruction at Cal State LA for the 2020-2021 academic year. The Contract allows for campus flexibility in use of Student Evaluations (Article 15.15). In Spring 2020, Cal State LA made inclusion of student evaluation reports in Personnel Action Files (PAFs) optional, with individual faculty members deciding whether or not student evaluations are included in their personnel files. FPC is requesting a continuation of this process for the 2020-2021 AY. With the COVID-19 pandemic and the Cal State LA campus closed, nearly all instruction during Fall 2020 and Spring 2021 is occurring either virtually (classes meeting by Zoom or other method), asynchronously (in fully online courses with no class meetings), or some combination thereof. With no requirements for any kind of training for teaching using Zoom, lack of faculty familiarity with virtual teaching (including technology), the fact that most faculty are teaching from home (with concomitant family concerns and interruptions), the inequities involved in virtual teaching (including inequities in access to technology and spaces appropriate for teaching), compromised access to campus resources for teaching, and the anxieties and concerns everyone is experiencing because of the pandemic, FPC voted unanimously on September 21, 2020 to recommend that inclusion of Student Evaluations in PAFs (including numeric reports) be made optional for the 2020-2021 academic year. While Student Evaluations should be conducted in classes so that students have an avenue for providing feedback to their instructors, and so that faculty members may read and improve from student comments for their course(s), the inclusion of Student Evaluations in PAFs and RTP files will be optional based on the decision of the individual faculty person. The absence of Student Evaluations in RTP files or PAFs from the AY 2020-21 shall not be relevant to evaluation of any faculty member in any RTP process.