MINUTES OF THE PERSONNEL COMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

5200 North Barton Avenue, MS#ML34

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Office of the Academic Senate

Ext. 8-2743

# September 1, 2016

Members Present: B. Tsukimura (Chair), A. Alexandrou, K. Forbes, J. Pitt, M. Rivera, R. Sanchez (ex-officio)

Members Excused: J. Moore

Members Absent:

Visitors:

The meeting was called to order by Chair Tsukimura at 9:11 a.m.

1. Agenda - MSC to approve agenda of 9/1/16
2. Minutes - MSC to approve the Minutes of 5/5/16
3. Communications and Announcements
   1. Welcome The Nguyen to committee
4. New Business –
   1. Day Care for New Faculty:
      1. Both students and faculty/staff need more on campus
      2. There are three separate units (of different age ranges on campus)
      3. Larissa is trying to work with parenting
      4. Do we need a task force to assess need and a means to work on problem?
5. APM 337: Faculty Workloads: Policies and Procedures
   1. Workload survey will be handled by Chairs Council
   2. Workload discrepancies between colleges and departments need to be addressed
   3. In next bargaining session with CFA – we should wait to see where the bargaining ends up before modifying policy
6. Update on APM 309 & 309A (R. Sanchez) -

We will invite Steve Robertello to meet with Personnel Committee on these policies

1. Digital RTP –
   1. Not currently permitted under APM, but some departments would like to test drive a system.
   2. We need to find a vendor for digital RTP that will allow chain of command of documents
   3. Do we phase this in? or do a one-time install?
   4. Grades First may produce a report of student advising, but currently it is difficult to quickly summarize student advising
   5. Rudy will bring information to future meetings
2. Web-based Student Ratings of Instruction - data needed
   1. IDEA is going to go all digital (moving away from paper)
   2. Participant on IDEA replacement search: Monica Rivera volunteer
   3. We need to find a system that will ensure sufficient responses
      1. Potentially holding student ratings during class period
      2. Requires all students to have electronic devices during class
3. APM 357 – Policy on Center for the Enhancement of Teaching and Learning (CETL) - postponed

Agenda for the meeting September 15, 2016, Meeting in HML 1222

1. Approval of the Agenda
2. Approval of the Minutes of 9/1/16
3. Communications and Announcements
   1. Senate meeting on Monday on Workload task force
   2. Fresno Bee OpEd piece by Kathryn Forbes (PC alumna)
4. New Business
5. Review Chairs Workload survey
   1. Discussion on the commentary on survey data
   2. APM 337: Faculty Workloads: Policies and Procedures –
6. Digital RTP
7. Update on APM 309 & 309A (R. Sanchez & B. Tsukimura)

Policy on Coaches, and Procedures on Hiring Assistant Coaches –

1. APM 357 – Policy on Center for the Enhancement of Teaching and Learning (CETL)