MINUTES OF THE PERSONNEL COMMITTEE (2nd Amended)

CALIFORNIA STATE UNIVERSITY, FRESNO

5241 N. Maple, M/S TA 43

Fresno, California 93740-8027

Office of the Academic Senate

Ext. 8-2743

October 17, 2013

Members Present: B. Tsukimura (Chair), A. Alexandrou, A. Cowgill, Y. Takahashi, M. Caldwell

Members Absent: V. Rondero Hernandez (excused), A. Radford (excused), B. Murshed

The meeting was called to order by Chair Tsukimura at 8:17 AM.

1. Agenda - MSC to approve the Agenda as distributed
2. Minutes - MSC to approve the Minutes of 10/10/13
3. Communications and Announcements
   1. Unit 11 (Student assistants and teaching associates) are ratifying a new contract that will retroactively provide a 1.34% pay raise this year and a 2% increase in each of the two successive years.
   2. The Personnel Committee is going to send the Memorandum to the Academic Senate, mentioning that there is only one 16-year-old and six 17-year-olds enrolled in courses.
4. New Business
   1. APM 327 – Policy on Promotion has language that may conflict with the Table of Contents of the RTP.
5. APM 315 – Interim Revised Policy and Procedures for Fingerprinting and Conducting Background Checks
   1. Data from OIE: in 2013 (Spring and Fall), there is one 16 old and six 17 yr olds enrolled in courses.
   2. CGE indicates that parents of minors do not have to sign a release form. Instructors might only see day and month, but not year of birth.
   3. Non-matriculated students are indicated by: “Undergrad/Transitory-Unitrack” confirming discussion from the Senate.
   4. Guest Bob Murphy from HR answered questions from Committee and Senate.

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* + 1. CBA currently does not require faculty to be responsible for minors, thus relieves them from liability
    2. It is similar for Unit 11 employees
    3. OCR prefers policies to be simple, so that procedure is obvious under times of duress.

1. APM 354 – Policy on Assigned Time
   1. The numerous types of assigned time were examined including:
      1. Research
      2. Reimbursed time from grants or contracts
      3. Service activities
      4. Department chairs
      5. others
   2. Questions of evaluation of assigned time activities for faculty undergoing RTP.
   3. Questions on how each department or college is handling evaluating these activities, or what constitutes the “report” that is associated with the assigned time.

Agenda.

1. Approval of the Agenda.
2. Approval of the Minutes of 10/17/2013.
3. Communications and Announcements.
4. New Business
5. APM 354 – Review for consistency with current policies on teaching evaluations.
6. APM 321 – Review for relevancy.