MINUTES OF THE PERSONNEL COMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

5200 North Barton Avenue, MS#ML34

Fresno, CA 93740-8014

Office of the Academic Senate

Ext. 8-2743

# March 4, 2021

Members Present: Hopson-Walker, Low, Moore, Nguyen, Rivera, Rocha Zuñiga, Vitali

Absent: Alexandrou

Guest: VP Carolyn Coon

**Meeting called to order by Chair David Low at 9:03.**

1. Minutes – MSC to approve minutes of 2/25/21.
   1. Rocha Zuñiga moves, Vitali seconds, motion passes.
2. Agenda – MSC to approve agenda of 3/4/21.
   1. Vitali moves, Nguyen seconds, motion passes.
3. Communications and Announcements
   1. Committee member updates/open discussion
      1. N/A
   2. Updates from Executive Committee meeting on 3/1/21
      1. Personnel Committee’s edits to APM 125 (on department chairs) will be added to Academic Senate’s docket.
      2. Personnel Committee’s edits to APM 335 (on the evaluation of administrators) to be added to Academic Senate docket.

1. New Business
   1. [APM 113](http://www.fresnostate.edu/academics/facultyaffairs/documents/apm/113.pdf): Policy on Academic Organization and Governance
      1. Committee agrees that we do not consider this policy a Personnel matter, but one of governance, and refers it back to Executive Committee.
   2. [APM 338](http://www.fresnostate.edu/academics/facultyaffairs/documents/338.pdf): Policy on Office and Consultation Hours
      1. Committee discusses MCJ’s resolution. Our recommendation is to table the resolution for now and fold it into the work of the Taskforce that is examining the future of the university.
2. Continuing Business
   1. Student Bereavement Procedures/Policy
      1. The Committee was joined by Dr. Carolyn Coon, Vice President for Student Affairs and Enrollment Management.
      2. We discussed a joint venture for amending the University’s process around student bereavement. Working together with the Office of Student Affairs & Enrollment Management, the Personnel Committee will recommend changes to APM 232 and 241 that utilize SAEM’s existing mechanism for communicating with faculty about student illness.
   2. [APM 320](http://www.fresnostate.edu/academics/facultyaffairs/documents/apm/320.pdf) (Policy on the Composition of Search Committees for Designated Administrative Positions)
      1. Tabled
   3. RTP Process Clarification
      1. Tabled

* 1. APM 125
     1. Tabled
  2. APM 125: Determining release time for Associate Chairs and overloaded Chairs
     1. Tabled
  3. APM 415 (dispute resolution policy) -- Student Grievance Taskforce
     1. No update
  4. “Bill of Student Rights” from ASI.
     1. No update
  5. Training for faculty on building trusting relationships with students, maintaining flexibility, not intimidating students.
     1. No update
  6. Statutory Grievance (as distinct from Contractual Grievance)
     1. Tabled
  7. Conflict of Commitment and how to determine whether a faculty member’s outside work negatively impacts their job performance.
     1. Tabled

1. Motion to adjourn at 10:34. Motion carries.