

A STRATEGIC PLAN FOR INCLUSION, RESPECT AND EQUITY (ASPIRE) RESOURCE TEAM

Conflict Prevention and Alternative Conflict Resolution Processes for Students, Faculty and Staff

Member Application

***DIVERSITY:** Individual differences (e.g., personality, language, learning styles and life experiences) and group/social differences (e.g., race/ethnicity, class, gender, gender identity, sexual orientation, sexual identity, country of origin and ability status as well as cultural, political, religious or other affiliations) that can be engaged in the service of learning.*

The ASPIRE Resource Team provides conflict prevention workshops and alternative dispute resolution services to Fresno State students, faculty and staff free of charge. It is a volunteer program that offers non-judgmental/neutral support to both the complainant and the respondent, helps resolve interpersonal, inter-group, and organizational conflicts, and educates the campus community on existing processes for reporting incidents related to bias, discrimination and other acts of incivility on campus as well as acts of kindness, civility and inclusiveness.

The ASPIRE Resource Team services provide opportunities to proactively prevent workplace conflict and resolve workplace disputes at the earliest possible stage. The use of ASPIRE Resource Team services is completely voluntary and is intended to supplement, and not to supplant, current Fresno State conflict resolution methods in operation.

Those interested in serving as an ASPIRE Resource Team member must attend, or have successfully completed the National Coalition Building Institute (NCBI) Welcoming Diversity: Prejudice Reduction Workshop training and/or Conflict Resolution training, and be in good standing. Active ASPIRE Resource Team members are eligible to receive a base professional development fund allocation of \$500 for workshop/training participation and one (1) facilitation activity. An additional \$500 in professional development funds for two (2) or more facilitation activities will be provided, for no more than \$1500 in professional development funds in one academic year.

The NCBI Welcoming Diversity: Prejudice Reduction Workshop is open to the public and is free to Fresno State students, faculty and staff. Information can be found on the Cross Cultural and Gender Center website under the NCBI tab. Applicants will receive information on each workshop and training opportunity if accepted.

Since some ASPIRE Resource Team activities occur during normal work hours, Supervisor/Dean work release time approval is required before an application will be considered. Release time/time away from work for participation in any activity, program, or event sponsored/administered by the ASPIRE Resource Team is based on agreement of the ASPIRE member and their direct supervisor. Approval for participation considers the current and anticipated operational needs of the employing unit which should not be adversely affected by participation. Release time in ASPIRE activities is not intended to be used in combination with any other time that would exceed the agreed amount of release time from normal work duties per week.

Please submit a completed application no later than March 18 via email to francine@csufresno.edu. Applicants will be notified about their application status no later than March 28. Applicants will be accepted on a rolling basis and new members will be accepted as needed.

NOTE: The Fresno State one-day NCBI Team Welcoming Diversity workshop is a prerequisite to serve as an ASPIRE Resource Team member. However, it does not constitute "certification" for on- or off-campus conflict resolution facilitation.

APPLICANT'S NAME: _____

SECTION V - DEPARTMENTAL REVIEW (to be completed by applicant's supervisor)

The above applicant is applying to serve as an ASPIRE Resource Team member. The ASPIRE Resource Team is a program of the President's Commission of Human Relations and Equity. ASPIRE Resource Team services provide an opportunity to proactively prevent workplace conflict and resolve workplace disputes at the earliest possible stage. ASPIRE Resource Team participation is completely voluntary and the services provided are intended to supplement, and not to supplant, current Fresno State conflict resolution methods in operation.

Applicants to the team, if accepted for membership, are required to attend a one-day NCBI Welcoming Diversity: Prejudice Reduction workshop as well as other necessary training as needed. Dates and time for workshops and trainings will be provided in advance.

Work release time, if granted, will not exceed three (3) work hours per week (not including workshops and/or training) or as approved by supervisor. Time away from the work site in excess of approved hours should be accounted for as outlined in HR policy. Evidence of ASPIRE Resource Team participation will be provided. Supervisors are responsible for monitoring the applicant's use of release time/time away from work as deemed necessary. It is the applicant's responsibility to notify the ASPIRE Resource Team if the applicant is no longer available to serve on the Team.

The immediate supervisor can revoke the work release approval if operational circumstances of the applicant's work unit so necessitate.

This agreement may be terminated if the above named applicant fails to attend the required workshop or trainings, fails to adhere to the ASPIRE Resource Team policies and procedures, does not adhere to the work release agreement, or does not meet the criteria to serve as an ASPIRE Resource Team member.

Request for work release not to exceed three (3) work hours per week (not including workshops and/or training), or as agreed, is granted.

_____ YES _____ NO

Work release other than three (3) work hours per week (if applicable): _____

Comments (if any): _____

Supervisor/Dean Signature

Date

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APPLICATION FOR MEMBERSHIP

SECTION I - APPLICANT INFORMATION

First and Last Name: _____

Department: _____ Mail Stop: _____

Phone: _____ Email Address: _____

How did you learn about this opportunity? Please circle all that apply.

Fresno State Bulletin Board ASPIRE Resource Team Member Department Announcement

Other (please specify): _____

I am: Staff Faculty Administrator Student
(Circle all that apply) PCHRE Member NCBI Team Member

SECTION II - RELATED COURSEWORK AND EXPERIENCE

Relevant Experience (if any): _____

Relevant Courses/Work (if any): _____

Previous Conflict Resolution Training (if any): _____

SECTION III - QUESTIONNAIRE

Provide answers for the following:

1. Why do you want to become an ASPIRE Resource Team member?

2. What does conflict resolution mean to you? How do you view the role of facilitator?

3. How do you approach interpersonal conflict? Have you assisted others in resolving conflicts? If so, how?

SECTION IV - APPLICANT VERIFICATION AND SIGNATURE

My signature below certifies that the information relevant to my ASPIRE Resource Team member application is accurate and I acknowledge that I must submit a new form if I wish to request a change (e.g. adjusted work schedule, department change). Further, I understand that participation on the ASPIRE Resource Team does not guarantee promotion or other advancements.

Applications will be considered incomplete and will not be accepted for consideration if all information and required signatures are not included. I understand that participation on the ASPIRE Resource Team is voluntary and activities that occur before and after my regularly scheduled work hours is not considered overtime for my normal work routine.

I have read and understand the conditions of participation as a member of the ASPIRE Resource Team.

_____ Signature _____ Date _____
Print Name