

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

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  
A. Welcome The Nguyen to committee
4. New Business –  
A. Day Care for New Faculty:
  - i. Both students and faculty/staff need more on campus
  - ii. There are three separate units (of different age ranges on campus)
  - iii. Larissa is trying to work with parenting
  - iv. Do we need a task force to assess need and a means to work on problem?
5. APM 337: Faculty Workloads: Policies and Procedures
  - A. Workload survey will be handled by Chairs Council
  - B. Workload discrepancies between colleges and departments need to be addressed
  - C. 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

7. Digital RTP –
  - A. Not currently permitted under APM, but some departments would like to test drive a system.
  - B. We need to find a vendor for digital RTP that will allow chain of command of documents
  - C.
  - D. Do we phase this in? or do a one-time install?
  - E. Grades First may produce a report of student advising, but currently it is difficult to quickly summarize student advising
  - F. Rudy will bring information to future meetings
8. Web-based Student Ratings of Instruction - data needed
  - A. IDEA is going to go all digital (moving away from paper)
  - B. Participant on IDEA replacement search: Monica Rivera volunteer
  - C. We need to find a system that will ensure sufficient responses
    - i. Potentially holding student ratings during class period
    - ii. Requires all students to have electronic devices during class
9. 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
  - A. Senate meeting on Monday on Workload task force
  - B. Fresno Bee OpEd piece by Kathryn Forbes (PC alumna)
4. New Business
  - a.
5. Review Chairs Workload survey
  - a. Discussion on the commentary on survey data
  - b. 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 –
8. APM 357 – Policy on Center for the Enhancement of Teaching and Learning (CETL)