

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

February 18, 2016

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

Members Excused: M. Rivera

Members Absent: Simone Leighty, M. Berber

Visitors:

**The meeting was called to order by Chair Tsukimura at 9:05 a.m.**

1. Agenda - MSC to approve agenda of 2/18/16
2. Minutes - MSC to approve the Minutes of 2/4/16
3. Communications and Announcements
  - A. APM 321 – waiting for first read on Senate Floor
  - B. APM 320 (Administrative Appointments) under review at Exec. Comm
  - C. Interim Dean Lawson has new job at CSU Monterey Bay
  - D. Interim Provost Elrod (former Dean of CSM) new job at Wisconsin-Whitewater
4. New Business –
  - A. Alex & Brian terms ending this semester
  - B. Forbes on Sabbatical in F'16
  - C. J. Pitt on Sabbatical Sp '17
  - D. IDEA going to be online only –
    - i. Discussion of options
    - ii. Use online but give class time to do it
    - iii. Use another form? [few with the validity and reliability of IDEA form]
5. Update on APM 309 & 309A (R. Sanchez) - postponed  
Policy on Coaches, and Procedures on Hiring Assistant Coaches

- Rudy will check with Athletic Office
6. Update on APM 315 (R. Sanchez) - postponed  
Policy and Procedures for Fingerprinting and Conducting Background Checks  
Statewide Senate inquiring about this authority of the directive, as it is not an EO.
  7. APM 337: Faculty Workloads: Policies and Procedures –
    - A. Discussion to form subcommittee to examine Dept Chair assigned time
      - i. Review of data indicates Chair assigned time is aligned with # of majors
      - ii. Need more information: Define “constant duties”
      - iii. Identify data that would encourage deans to increase WTU for chairs duties
    - B. Will ask Chairs at Chairs luncheon to provide data through ‘Time Estimation’
  8. APM 357 – Policy on Center for the Enhancement of Teaching and Learning (CETL) - postponed

Agenda for the meeting March 3, 2016, Meeting in HML 1222

1. Approval of the Agenda
2. Approval of the Minutes of 2/18/16
3. Communications and Announcements
  - A. APM 321 –
4. New Business
5. APM 311 – Policy on Teaching Associates –  
Inclusion of comprehensive examinations into exceptions to culminating experiences. IV.3.b
6. Update on APM 309 & 309A (R. Sanchez)

Policy on Coaches, and Procedures on Hiring Assistant Coaches –

7. APM 337: Faculty Workloads: Policies and Procedures –
  - A. Type of data to be collected from Department Chairs
  - B. Method to collect it
  
8. APM 357 – Policy on Center for the Enhancement of Teaching and Learning (CETL)