AGENDA OF THE STUDENT RATINGS SUBCOMMITTEE OF THE ACADEMIC SENATE CALIFORNIA STATE UNIVERSITY, FRESNO

5200 North Barton Ave, M/S ML 34

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Office of the Academic Senate ​​​​ Ext. 278-2743​​​​​​

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September 15, 2023

Members Present: McDowell Porter (CSB), Jennifer Adame-Walker (CHHS), Tara Hashemi (CAH), Masha Yukhymenko (KSOEHD-statistics), Florence Cassel-Sharma (JCAST), Deify Law (LCOE), JoLynne Blake (ex-officio, Office of IDEAS), Bernadette Muscat (ex-officio, Provost’s Office), Hyeri Hong(KSOEHD)

Members Absent:

Consent Calendar:

* 1. Minutes for 04/21/23: Approved
	2. Agenda for 09/15/23
	3. Someone to type minutes: Tara Hashemi
1. Communications & Announcements:
2. Introduce new committee members:

New members: Morgan Hawker (CSM) , Dermot Donnelly-Dermosillo , Hyeri Hong, Isabella Kirby (student representative)

1. Elect committee chair

Question on how long does the chair serve? A full year? A semester?

Dermot Donnelly-Dermosillo elected chair

1. Report from AY 2022-23

Postponed to next meeting

1. Reminder of fall dates (NOT COVERED DURING THIS MEETING)
	1. Sept 29 - Faculty asked to opt out, or choose paper, or customize questions
	2. Nov 13 - Dec 14: Survey fill-out
	3. Jan 3 - reports out to faculty
2. Old Business (NOT COVERED DURING THIS MEETING)
	1. APM 322 policy discussion at Senate
	2. Masha - “did your instructor provide time in class” question
3. New Business
4. Time for meetings

Should remain on 3rd Friday of each month at 3PM

In november we will meet on the 17th

In the past, we didn’t hold meeting in December

For January, meeting will be held on the 19th of January

Policy: missing two meetings in a row would mean the need to elect a new committee member (is this in the APM? Dermot will double check)

1. Terms of committee members

Need to refer to APM policy and keep track of everyone’s term.

Ask Vinita for clarification and add to the folder.

Link to what we have: <https://docs.google.com/spreadsheets/d/11e3YhsGrXcEFe4dcKpFrcpzfSDtyZPFwE2hAP3qI2W0/edit#gid=0>

Jennifer Adame: 3 year appointment might be up, need to check with Vinita for course of action.

Jennifer will look in her inbox for appointment letter

Isabella Kirby: will check with ASI to be officially appointed

1. Meeting

Dermot will set up an appointment with Jolynne

1. Calendar

From Jolynne -

FALL2023:

Faculty may opt out, restrict dates, and customize surveys: Thurs Aug 17, 8am thru Fri Sept 29, 11:590pm.

Surveys open: Monday Nov 13, 8am

All surveys close: Thursday Dec 14, 11:59pm

Reports available to faculty: Wednesday Jan 3, 2024

1. Other

Masha: Issue with some prof wanting to give protected time for survey last semester.

Jolynne: Issue was due to sync up. We should have all that set and ready to go for this semester

Name of the provost will be removed from any correspondence from now on

Meetings for this committee will be kept at 50 minutes

1. Assignments for the fall 2023 cycle (NOT COVERED DURING THIS MEETING)
	1. staff outreach (Jen):
	2. opt outs (Florence):
	3. paper (McDowell):
	4. student outreach (Tara):

5. Next Meeting: October 20, 2023

Minutes submitted by: Tara Hashemi