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

5200 North Barton Ave, M/S ML 34

Fresno, California 93740-8014

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

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October 20, 2023, 3-3:50 pm

Members Present: McDowell Porter (CSB), Jennifer Adame-Walker (CHHS), Tara Hashemi (CAH), Masha Yukhymenko (KSOEHD-statistics), Deify Law (LCOE), Bernadette Muscat (ex-officio, Provost’s Office), Hyeri Hong(KSOEHD), Morgan Hawker (CSM), Dermot Donnelly-Dermosillo(CSM)

Members Absent: JoLynne Blake (ex-officio, Office of IDEAS), Florence Cassel-Sharma (JCAST), Isabella Kirby (student representative)

Consent Calendar:

* 1. Approve [Minutes for 09/15/23](https://docs.google.com/document/d/18KIm20-uF7oIT7g9W8NTBsQhwjY2s3Dp/edit)
  2. Agenda for 10/20/23
  3. Someone to type minutes: Tara Hashemi

Communications & Announcements:

1. Meetings Schedule - 3rd Friday of every month through to Spring 2024 - Zoom link to be added and sent to members
2. APM 127 ([Link](https://academics.fresnostate.edu/facultyaffairs/documents/apm/127.pdf)) - Section 7.E. “Members of Senate bodies who do not attend regularly will be notified by the Academic Senate or committee chair. After such notification, should the member miss two more meetings, a resignation may be issued by the Executive Committee.”
3. Updates on terms ([Link](https://docs.google.com/spreadsheets/d/11e3YhsGrXcEFe4dcKpFrcpzfSDtyZPFwE2hAP3qI2W0/edit#gid=0))
4. On-going Work - K. Dyer Sabbatical

Will share her findings on different relevant items and tools upon her return from sabbatical

1. Department/College Feedback on Date Shifts

-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. Report from AY 2022-23 (Postpone)

Old Business

* 1. APM 322 policy discussion at Senate - discussion postponed to next meeting
  2. Masha - “did your instructor provide time in class” question - Will send folder with data

1. Assignments for the fall 2023 cycle
   1. staff/faculty outreach (Jen): Jen will reach out to send out a reminder for the november 13 reminder
   2. opt outs (Florence): (Postpone)
   3. paper (McDowell): What is the preference for the completed surveys to be dropped off? (There are 24 courses that will be evaluated via paper)
   4. student outreach (Tara): Will be working with Isabella Kirby

Action Item:

1. Follow up with **Isabella Kirby** (student representative). Is she getting all the communication? Her email: isabellakirby@mail.fresnostate.edu
2. Reach out to JoLynne about possibility of sending date reminders
3. Dermot will reach out to Jen about staff/faculty outreach
4. Find out What the preference is for the completed surveys to be dropped off?

1. Check data on paper evaluation (shift over the years?). What’s the APM policy on that?
2. APM 322 policy discussion at Senate to be added to November agenda
3. Masha and Dermot will discuss data about “did your instructor provide time in class” question

5. Next Meeting: November 17, 2023

Minutes submitted by: Tara Hashemi