

MINUTES OF THE MEETING: April 10, 2006

PRESENT: S. Herrera, N. McQueen, S. Mims, L. Ruble, D. Schaeffer

EXCUSED ABSENCE: Y. Lee

ABSENT: S. Card, D. Frankl, D. Maurizio, J. Woo

S. Herrera, FiPC Chairperson, convened the meeting at 11:15 a.m.

1 Announcements

- 1.1 D. Schaeffer announced that she will not be attending the next FiPC meeting scheduled for Monday, April 24, 2006.
- 1.2 L. Ruble reported that laptop wireless access has been installed at the John F. Kennedy Memorial Library as of today, Monday, April 10th, 2006.

2. Intent to Raise Questions

- 2.1 S. Herrera expressed concern for the Instructional Related Activities (IRA) applications distributed to the Colleges/Faculty. According to the Chair, the forms are not user friendly; other FiPC and faculty members expressed their concerns too. She will contact E. Lipton, Assistant Vice President for Academic Affairs, Planning and Resources and Dean, Educational Support Services and suggest necessary adjustments for the 2007 IRA form.
- 2.2 S. Mims requested that the FiPC to inquire about the process to establish a requirement for students enrolled in the Credential/Master Program to subscribe to an electronic database to manage their Management Program portfolio. The Chair will contact S. N. Garcia, Vice President for Administration and Chief Financial Officer and Chair of the Fee Advisory Committee, to inquire about the process since there is a subscription fee due to Webbase.com.

3. Liaison/Subcommittee Report

D. Schaeffer reported:

- 3.1 The Academic Senate will be meeting on Tuesday, April 11, 2006. There are several items on the agenda to be reviewed; some of the items are:
 - 3.1.1 Resolution for salary inversion equity for junior faculty.
 - 3.1.2 Policy on determining class size and student enrollment.
- 3.2 Enrollment target for Spring 2006 is at 89%.
- 3.3 The number of students applying to CSULA has increased but the number of students attending has decreased.
- 3.4 The Fee Advisory Committee approved an increase to the student housing cost.
- 3.5 An increase to Student Health Services fees is currently being discussed. ASI, Inc. is conducting a survey requesting CSLA students' input in order to make a recommendation to the Fee Advisory Committee.

4 Approval of the Agenda (FiPC A 05-08)

M/s/p (S. Mims/D. Schaeffer) to approve the Agenda as corrected.

5 Approval of the Minutes (FiPC M 05-07)

M/s/p (D. Schaeffer/S. Mims) to approve the Minutes as submitted.

6 Minor Cap Projects

Item to be agendized for the next FiPC meeting.

7 PeopleSoft and GET

S. Herrera reported that GET training has concluded in the College of Arts and Letters. Some of the other Colleges continue to train selected faculty members. The FiPC members discussed the training order and the way it is being administered.

There is a reoccurring problem with submitting final grades at the end of each quarter. The FiPC requested for D. Schaeffer to please inquire with the Executive Committee of the Academic Senate about the possibility of extending final grades deadline by a few hours and what are the possibilities of extending the helpline hours to assist faculty members to complete the process.

8 New Business

No new business to discuss at this time.

9 Adjournment

M/s/p (D. Schaeffer/S. Mims) to adjourn at 12:05 p.m.