

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE
MINUTES OF MEETING March 4, 2015 APPROVED BY COMMITTEE March 18, 2015

Sub. to Exec. Comm. _____ Approved by Exec. Comm. _____

Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: David Boyns, Alberto Candel, Deborah Cours, James Decker, Sheila Grant, Julia Heinen, Fermin Herrera, Mara Houdyshell, Michael Kabo, Carrie Rothstein-Fisch, Louis Rubino, Judy Schmidt-Levy, James Solomon

Member Absent: None

Staff: William Whiting, Executive Secretary, Iliana Carvajal, Recording Secretary

1. Approval of Minutes from February 18, 2015

The Committee reviewed the minutes of February 18, 2015 and made suggested changes. The Committee acted on the following motion:

MSP: That the minutes of the meeting of February 18, 2015 be approved as amended.

Approved 13-0-0.

2. Announcements

Grant distributed a flyer with information on Dr. Sue Rankin's Campus Climate Lecture Series on Improving Campus Climate to Achieve Inclusive Excellence on April 13, 2015 with two sessions, the first at 10:00 am-12:00 pm and the second from 1:30-3:30 pm.

Grant announced a request from Dean Theodoulou, Dean of the College of Social and Behavioral Sciences, to request an extension of the March 9th deadline for the Chair of the College Personnel Committee to transmit the recommendations of the College Personnel Committee to the Dean. An extension was granted until March 13th.

3. **Executive Session: Update on Search for Provost and Vice President for Academic Affairs (Grant and Herrera)**

Grant and Herrera updated the Committee on the progress of the search for Provost and Vice President for Academic Affairs. They shared that the advertisement for the position has been posted and the search committee will meet again on April 2nd.

4. Discussion of Criteria and Process for Implementation of CBA Article 20.37 (Assigned Time for Faculty with Exceptional Levels of Service to Students)

The subcommittee members, Lou Rubino, Mara Houdyshell, and Bill Whiting (ex officio), updated the Committee on their progress regarding establishing criteria and process for implementing CBA Article 20.37. The subcommittee shared with the Committee a draft overview, guidelines, procedures, and criteria for implementing Article 20.37. After discussion, the Committee made suggestions and revisions. Whiting will make the suggested changes and distribute the draft document to the Committee via email by Friday, March 06, 2015 for the Committee to review and approve. Once the Committee has confirmed the changes, the PPR representatives will meet with the Senate Executive Committee to present the draft overview, guidelines, procedures and criteria at the March 12th Senate Executive Committee meeting.

5. Discussion Regarding Section 635.2.2 (Rubino)

The Committee reviewed Section 635.2.2 of the *Administrative Manual* and agreed that the section needed to be clarified as to the deadline for when a faculty member under review may request a meeting with the recommending agency. After discussion, Rubino and Whiting agreed to draft a revised document for presentation at a future meeting.

6. Discussion of Proposed Changes to Section 604 (Professional Responsibility)

Schmidt-Levy and the subcommittee presented to the Committee a draft Committee Report of Adoption of Policy Recommendation for the changes to Section 604 on Professional Responsibility. The Committee reviewed the draft document and suggested some revisions. After discussion, the Committee acted on the following motion:

MSP: That the draft Committee Report of Adoption of Policy Recommendation for the changes to Section 604 on Professional Responsibility be approved as amended and presented to the Senate Executive Committee at its March 12 meeting.

Approved 12-0-0.

7. Discussion of Justification for Proposed Changes to Section 622.3.1

Whiting presented to the Committee a draft Proposed Changes to Section 622.3.1. Whiting asked the Committee to help write the justification for the proposed changes. After discussion, the Committee acted on the following motion:

MSP: That the Section 622.3.1 issue be tabled and reconsidered at a future date.

Approved 12-0-0.

8. Report from Subcommittees Reviewing Department and College Personnel Procedures

Whiting updated the Committee on the status of the personnel procedures from the Department of Music. He informed them that the Committee will not be able to act on the personnel procedures since the procedures were not approved by the department faculty. Whiting and Grant will work with the department chair to clarify that if the personnel procedures are not approved by the end of the semester, then the department will revert to Section 600.

- A. The Subcommittee reviewing the Department of Educational Psychology and Counseling personnel procedures discussed the proposed procedures with the Committee. Following discussion, the procedures were referred back to the Department for further review and revisions.
- B. The Subcommittee reviewing the Department of Educational Leadership and Policy Studies personnel procedures discussed the proposed procedures with the Committee. Following discussion, the procedures were referred back to the Department with revisions for consideration.
- C. The Subcommittee reviewing the Jewish Studies Program personnel procedures discussed the proposed procedures with the Committee. The Committee suggested revisions to the procedures that will be communicated to the Department Personnel Committee. After discussion, the procedures were referred back to the Department with revisions for consideration.
- D. The Subcommittee reviewing the Department of Journalism personnel procedures discussed the proposed procedures with the Committee. The discussion will be continued at the next meeting.

9. Other Business

None.

10. Adjournment

The meeting was adjourned at 5:00 p.m. The next meeting of the Committee is scheduled for 1:15 p.m. on March 4, 2015 in University Hall 277.