

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING March 16, 2016 APPROVED BY COMMITTEE Mar. 30,
2016 Sub. to Exec. Comm. _____ Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEM: 7

POLICY INTERPRETATION ITEM:

Members Present: Christina Ayala-Alcantar, David Boyns, Deborah Cours, James Decker, Sheila Grant, Fermin Herrera, Michael Kabo, Lynn Lampert, Sean Murray, Kathleen Rowlands, Louis Rubino, Judy Schmidt-Levy

Members Absent: Owen Doonan

Guests: Penelope Jennings, Kenneth Lord

Staff: Daisy Lemus, Executive Secretary, Iliana Carvajal, Recording Secretary

1. Call to Order

Grant called the meeting to order at 1:18 pm.

2. Approval of Minutes from March 9, 2016

The Committee reviewed the minutes of March 9, 2016. The Committee acted on the following motion:

MSP: That the minutes of the meeting of March 9, 2016 be approved as amended.

Passed unanimously.

3. Announcements

Grant announced that appointment of Dr. Raji A. Rhys as Chief Diversity Officer. Her appointment will begin on April 18, 2016.

4. **Executive Session:** Meeting with Kenneth Lord to Discuss the Associate Dean of the David Nazarian College of Business and Economics Search

Dean of the David Nazarian College of Business and Economics Kenneth Lord met with the Committee to request approval for the search for the position of the Associate Dean of the David Nazarian College of Business and Economics, as internal to the CSU. The Committee reviewed the Management Vacancy Announcement and suggested changes. After discussion, the Committee acted on the following motion:

MSP: That the search for the Associate Dean of the David Nazarian College of Business and Economics be approved as a search internal to the CSU.

Passed unanimously.

5. Formation of Appeals Subcommittees

The Subcommittees to review the appeals of candidates' college-level retention/tenure/promotion recommendations were formed. Grant discussed the schedule for review of appeals.

6. Updates on Section 600 Searches

A. Dean, College of Health and Human Development

Kabo reported that the search for the Dean of the College of Health and Human Development is progressing with on-campus interviews for candidates scheduled for last week, this week, and the week after Spring Break.

B. Dean, Mike Curb College of Arts, Media, and Communication

Cours reported that the search for the Dean of the Mike Curb College of Arts, Media, and Communication is progressing with on-campus interviews being scheduled for the first and third week of April.

7. Update on Meeting with the Faculty Senate and Discussion of Emeritus Policy

Grant and Jennings updated the Committee on the meeting with the Faculty Senate on Thursday, March 10, 2016 related to the "First Reading" of the Emeritus Policy. The Committee reviewed the recommendations of the Faculty Senate to the Emeritus Policy.

After discussion, the Committee acted on the following motion:

MSP: That Section 650.3.2.b. be revised as follows:

- b. The Department Personnel Committee will review the nomination based on the criteria set forth in this section and forward the nomination and its recommendation to the College Dean (or equivalent administrator) no later than the deadline date set forth in the Academic Year Calendar of Personnel Procedures. However, the probationary and tenured members of the Department may choose to elect a Faculty Emeritus Committee to act in lieu of the Department Personnel Committee for purposes of evaluating the Emeritus nominations. The Dean will review the nomination and recommendation based on the criteria set forth in this section and forward it with the Dean's recommendation to the Personnel Planning and Review Committee on or before the deadline date set forth in the Academic Year Calendar of Personnel Procedures. The Personnel Planning and Review Committee will review the nomination and recommendations based on the criteria set forth in this Section and forward them with the Committee's

recommendation to the President of the University on or before the deadline date set forth in the Academic Year Calendar of Personnel Procedures. Upon review and upon approval, Emeritus status is granted by the President of the University. The President will inform the faculty member of the final decision.

Passed unanimously.

8. Review of Department and College Personnel Procedures

A. Department of English Tenure Track and Lecturer Personnel Procedures

The Committee reviewed the Tenure Track and Lecturer personnel procedures from the Department of English. After discussion, the Tenure Track personnel procedures were referred back to the department for clarifications. After discussion, the Committee acted on the following motion:

MSP: That the Lecturer personnel procedures for the Department of English be approved pending receipt of a clean electronic copy.

Passed unanimously.

B. Post-Tenure Review Procedures from the Department of Biology

The Committee reviewed the Post-Tenure Review procedures from the Department of Biology. After discussion, the procedures were referred back to the department for clarification.

C. Post-Tenure Review Procedures from the Department of Journalism

The Committee reviewed the Post-Tenure Review procedures from the Department of Journalism. After discussion, the Committee acted on the following motion:

MSP: That the Post-Tenure Review procedures from the Department of Journalism be approved.

Passed unanimously.

9. Discussion of PP&R Election Procedures and New Member Orientation

The Committee discussed the Faculty Senate Bylaws regarding the election of PP&R members. The topic will be discussed at the Executive Committee of the Faculty Senate meeting on March 17th. The Committee also discussed ways to improve new member orientation. Fermin Herrera agreed to gather suggestions from Committee members on how to improve new member orientation and present the information at a future meeting.

10. Other Business

The Committee discussed the selection of a second member representing PP&R for the Search and Screen Committee for the Director of University Counseling Services. After discussion, the Committee acted on the following motion:

MSP: That Lou Rubino serve as a Committee representative on the search and screen committee for the Director of University Counseling Services.

Passed unanimously.

12. Adjournment

The next meeting of the Committee is scheduled for 1:15 p.m. on March 30 in University Hall 277. The meeting was adjourned at 3:02 p.m.