

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE  
MINUTES OF MEETING May 13, 2015 APPROVED BY COMMITTEE Sept. 2, 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, Deborah Cours, Sheila Grant, Julia Heinen, Fermin Herrera, Mara Houdyshell, Michael Kabo, Carrie Rothstein-Fisch, Louis Rubino, Judy Schmidt-Levy, James Solomon, James Decker

Member Absent: Alberto Candel

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

1. Approval of Minutes from May 6, 2015

The Committee reviewed the minutes of May 6, 2015. The Committee acted on the following motion:

**MSP:** That the minutes of the meeting of May 6 be approved.

Approved 9-0-1.

2. Announcements

None.

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. Candidates are scheduled for their campus interviews from May 19-21, 2015.

4. Review of Draft 2014-2015 Annual Report

The Committee reviewed the draft 2014-15 Annual Report. After discussion, the Committee acted on the following motion:

**MSP:** That the 2014-15 Annual Report be approved with amendments.

Approved 10-0-0.

5. Report from Subcommittees Reviewing Department and College Personnel Procedures

A. The Subcommittee reviewing the Liberal Studies Program personnel procedures discussed the proposed procedures with the Committee. After discussion, the Committee acted on the following motion:

**MSP:** That the Liberal Studies Program personnel procedures be approved pending approval of edits by the Program and receipt of a clean electronic copy.

Approved 12-0-0.

B. The Committee reviewed the proposed procedures from AFYE. After discussion, the Committee acted on the following motion:

**MSP:** That the procedures from AFYE be discussed in the 2015-16 AY to determine if procedures are required for the program.

Approved 12-0-0.

6. **Executive Session: Introduction of Incoming New PP&R members (Time Certain: 1:45 pm)**

Kathleen Rowlands from Secondary Education, incoming new member for the Michael D. Eisner College of Education, was introduced to the Committee.

7. **Executive Session: Election of PPR Chair**

The Committee accepted nominations for the Chair of the Personnel Planning and Reviewing Committee. Sheila Grant was nominated and elected as Chair of PPR for the 2015-16 Academic Year.

8. **Executive Session: Meeting with Provost Hellenbrand to Discuss Retention, Tenure, and Promotion decisions for 2014-15 AY (Time Certain: 2:00 pm)**

Provost Hellenbrand met with the Committee to discuss the 2014-15 RTP decisions.

9. Other Business

The Subcommittee for the CBA Article 20.37 Award for Exceptional Levels of Service to Students updated the Committee on its progress. They reported that they reviewed the applications for the award on May 11. They determined that all the applications would receive the award. The Subcommittee also identified additional rubrics and guidelines that will be implemented in the application process in the next academic year.

10. Adjournment

The meeting was adjourned at 2:55 p.m. The next meeting of the Committee is scheduled for 1:15 p.m. on September 2, 2015 in University Hall 277.