

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING Sept. 30, 2015 APPROVED BY COMMITTEE Oct. 28, 2015

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, Alberto Candel, Deborah Cours, James Decker, Sheila Grant, Fermin Herrera, Michael Kabo, Lynn Lampert, Kathleen Rowlands, Louis Rubino, Judy Schmidt-Levy

Members Absent: Owen Doonan

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

1. Call to Order

Grant called the meeting to order.

2. Approval of Minutes from September 16, 2015

The Committee reviewed the minutes of September 16, 2015. The Committee acted on the following motion:

MSP: That the minutes of the meeting of September 16, 2015 be approved.

Passed 10-0-0.

3. Announcements

A. Cours shared with the Committee that the Grow Your Mind Book Club will meet on Wednesday, October 14, 2015 in OV 16 from 12:00 pm to 1:00 pm. The Book Club is facilitated by Elizabeth Adams, Associate Vice President for Undergraduate Studies.

B. Kabo shared with the Committee that the Granada Hills Street Fair will be on Saturday, October 10, 2015.

C. Boyns and Grant shared with the Committee that Tim Wise, anti-racist educator and activist, will give a talk on campus on Wednesday, December 2, 2015 from 11am – 12:15 pm in the Northridge Center, USU.

D. Whiting reminded the Committee of the remaining RTP Roadshows with Provost Li. Whiting will be sending out a schedule of the remaining RTP Roadshows as a reminder to the Committee.

4. Final Review of “Suggested Resources and Processes Pertaining to Publication Review in RTP”

The Committee reviewed the memo, “Suggested Resources and Processes Pertaining to Publication Review in RTP”. The memo will be sent out to the campus as soon as possible to department chairs, department personnel committees, college personnel committees and deans.

5. Extraordinary Service to Students Awards (per 20.37 of CBA) – Subcommittee Report

The Committee reviewed the Application Form and the Procedures and Criteria for the “Exceptional Levels of Service to Students Awards” (per 20.37 of the CBA) for the 2015-16 AY presented by the subcommittee. The Committee made revisions to the Application form. After discussion, the Committee acted on the following motion:

MSP: That the revised Application Form and the Procedures and Criteria for the Exceptional Levels of Service to Students Awards be sent to the next Senate Executive meeting on October 29th for review.

Approved unanimously.

6. Report from Meeting with Health & Human Development Administrative Council (Rubino)

Rubino reported to the Committee on his meeting with the Health and Human Development Administrative Council, and presented the Administrative Council’s suggestions related to department, college and university level personnel committees.

Rubino discussed with the Committee a request from the Nursing Department on their request to have approval to elect a FERP faculty member from a different department to serve on the Nursing Department Personnel Committee, due to there being no eligible faculty able to serve from the Nursing faculty. After discussion, the Committee acted on the following motion:

MSP: That the Nursing Department’s request to elect a FERP faculty member from a different department to serve on the Nursing Department Personnel Committee, be approved without setting precedence.

Approved 12-0-0.

7. Report of September 24, 2015 meeting with Senate Executive Committee (Grant & Whiting)

a. Emeritus Status for Lecturers

Whiting reported to the Committee that the Senate Executive Committee approved PP&R's request to grant Emeritus status to Lecturers. The request will now go to the Faculty Senate at its next meeting on October 15, 2015.

b. Review of Section 621.4.1.b Related to CPC Evaluation of Full-time Lecturers Appointed to Tenure-Track Positions

The Senate Executive Committee approved PP&R's recommendation to modify Section 621.4.1.

The Senate Executive Committee suggested that PP&R also delete the word "normal" from Section 621.4.1.b. After discussion, the Committee acted on the following motion:

MSP: That the word "normal" be removed from Section 621.4.1.b.

Approved 12-0-0.

c. Discussion of Section 621.4.2 related to Department Chair Evaluation of Full-time Lecturers was postponed to a future meeting.

8. Review of Department Personnel Procedures

a. Art

The review of the Art Department personnel procedures will be postponed. Grant, Whiting and Schmidt-Levy will review the personnel procedures and then bring their suggestions to the Committee at an upcoming meeting.

9. Other Business

None.

10. Adjournment

The next meeting of the Committee is scheduled for 1:15 p.m. on October 14, 2015 in University Hall 277. The meeting was adjourned at 2:18 p.m.