

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING October 18, 2017 APPROVED BY COMMITTEE Nov. 1, 2017

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

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

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: Christina Ayala-Alcantar, Owen Doonan, Vicki Ebin, Rosa RiVera-Furumoto, Lynn Lampert, David Moguel, Sean Murray, Judy Schmidt-Levy, David Russell, Victor Shaw, Adam Swenson, William Whiting, Jeff Wiegley

Members Absent: None

Visitors: None

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

Staff Absent: None

1. Call to Order

Murray called the meeting to order at 1:22 p.m.

2. Approval of Minutes from October 4, 2017

The Committee reviewed the minutes of October 4, 2017. The Committee acted on the following motion:

MSP: That the minutes of the meeting of October 4, 2017 be approved as amended.

Passed 12-0-1.

3. Announcements

Murray announced that the California Faculty Association (CFA) was having an RTP Workshop on October 24 and 25, 2017. All are invited to attend.

4. Updates on Section 600 Searches

A. Chief Diversity Officer

Swenson updated the Committee that the first screening of applications was completed.

B. Dean, David Nazarian College of Business and Economics

Schmidt-Levy updated the Committee that airport interviews were completed and candidates are being selected for on-campus interviews.

C. Dean, Michael D. Eisner College of Education

No update.

5. Updates on Section 600 Decisions, Approvals, Inquiries

A. Michael D. Eisner College of Education College Personnel Committee (CPC) Ballot and Election

Lemus updated the Committee on an inquiry received from the Dean's office of the Michael D. Eisner College of Education regarding the timing of elections for Department Personnel Committees (DPC) and the College Personnel Committee. The timeline in Section 600 specifies that the CPC election is conducted first, and then the DPC elections are second. Some departments had elected their DPC before the election of the CPC, but faculty members who were already elected for their DPC were placed on the ballot for the CPC, even though they were ineligible. The College was advised to redo the election of the CPC with only faculty who were eligible to serve on the ballot. In the future, the election timeline specified in Section 600 will be followed.

6. eRTP Discussion

The Committee discussed inviting departments to participate in a two-year pilot using the company Interfolio, beginning with the Retention, Tenure, and Promotion (RTP) reviews of faculty in the 3-6th year and promotion to Full Professor in this academic year 2017-18. In order to be collaborative, different groups such as the Faculty Technology Center and the Faculty Senate would be consulted for feedback regarding the Interfolio platform.

The Committee agreed to invite two colleges to conduct a vote of the college faculty about participating in the eRTP pilot. The Committee identified the College of Science and Mathematics and the David Nazarian College of Business and Economics as the two colleges who will be invited to conduct the vote of their faculty. After discussion, the Committee voted on the following motion:

MSP: That the College of Science and Mathematics and the David Nazarian College of Business and Economics be invited to conduct a vote of the faculty in the College for the following questions:

- (1) Should the College participate in a 2-year eRTP pilot with Interfolio for the submission of ePIFs?
- (2) If the majority of Faculty members voting in the College vote yes, should ePIFs be mandatory or optional for those under review?

The vote should be conducted and the outcome shared with PP&R no later than Thursday, November 9th.

Approved 12-0-0.

7. Discussion of Executive Order 1100 Recommendation from Subcommittee (Doonan, RiVera-Furumoto, and Ebin)

The subcommittee shared with the Committee a document it crafted to address ways that PP&R can help support faculty with Section 600 in response to the Faculty Senate upcoming vote on the Resolution concerning EO 1100.

The subcommittee will revisit the document at a future meeting.

8. Update on Adoption of Policy Recommendation Section 604 Professional Responsibility

Discussion postponed for a future meeting.

9. Updates from Pending Matters for the 2017-18 Academic Year

1. eRTP Subcommittee (Murray)

See item 6.

2. Search and Screen Manuals Subcommittee (Whiting)

No update.

3. Section 600/700 Subcommittee (Wiegley)

The subcommittee will bring a proposed revision to composition of the search and screen committee for the Director, University Counseling Services as outlined in Section 600 at the following meeting.

10. Other/New Business

None.

11. Adjournment

The meeting was adjourned at 3:45 p.m.

The next meeting of the Committee is scheduled for 1:15 p.m. on November 1, 2017 in UN 277.