

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING November 16, 2016 APPROVED BY COMMITTEE Nov. 30, 2016  
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, David Boyns, Vicki Ebin, Sheila Grant, Fermín Herrera, Lynn Lampert, Sean Murray, Judy Schmidt-Levy, William Whiting, Jeff Wiegley, Yue (Jeff) Zhang

Guest: Adam Swenson

Members Absent: Owen Doonan, Kathleen Rowlands

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

1. Call to Order

Grant called the meeting to order at 1:20 p.m.

2. Approval of Minutes from November 2, 2016

The Committee reviewed the minutes of November 2, 2016. The Committee acted on the following motion:

**MSP:** That the minutes of the meeting of November 2, 2016 be approved as amended.

Passed 9-0-2.

3. Announcements

Grant announced the presentation “Food and Mood – the Gut Brain Connection” by Ellen Bauersfeld on Thursday, November 17, 2016 at noon at the Whitsett Room. The Committee was encouraged to attend.

4. Section 600 Searches for 2016

A. Associate Vice President, Faculty Affairs

Herrera reported that the search for the Associate Vice President for Faculty Affairs is progressing. The search is progressing with on-campus interviews on Nov. 28-29 and Dec. 1-2, and the open forum information was announced. The Committee was encouraged to attend the scheduled sessions for the Senate Executive Committee and PP&R or the open forums.

B. Director, University Counseling Services

Schmidt-Levy reported that the search for the Director of University Counseling Services is progressing. One candidate was invited for an on-campus interview. It was decided that an offer was not going to be made to this candidate. Further information will be forthcoming regarding the status of the search.

C. Director, Educational Opportunity Program

Herrera shared that the charge meeting for the search is scheduled for Wednesday, Nov. 16, at 3 pm.

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

Whiting reported that the charge meeting was held on Wednesday, Nov. 9<sup>th</sup>. Revisions to the MVA were made, and the position will be posted soon. Applications will begin to be reviewed at the end of January.

E. Associate Dean, College of Humanities

Lemus reported that the search committee is scheduled to have a meeting on Wednesday, Nov. 16<sup>th</sup>.

5. Assistant Vice President for Graduate Studies

Ayala-Alcantar reported that the Committee invited two candidates for on-campus interviews. The search committee will be meeting in two weeks to deliberate and make a decision on its recommendation to the Provost.

6. Faculty President Adam Swenson, to discuss Committee Expectations

The Committee invited Faculty President Adam Swenson to come speak to the Committee regarding the call to all the standing committees to write committee expectations. The Committee shared with Swenson their concerns regarding writing committee expectations. Suggestions were given to Swenson its possible strategies to help with standing committees meeting their expectations, including a recommendation to look into ways that Section 604.4.6 could be amended to help make faculty expectations clearer across the University. Possible revisions will be looked at by the Section 600 subcommittee.

7. Update on Extraordinary Service to Students Awards

The subcommittee updated the Committee that the subcommittee met on Monday, November 14, to review the applications. With this cycle of applications being reviewed, the University is on track to give out the remaining awards for the campus based on the University's WTUs. Applicants who receive awards will be notified by November 23, 2016.

8. Updates from Subcommittees, Pending Matters for the 2016-2017 Academic Year,

The subcommittees discussed their progress for the items assigned to them:

eRTP subcommittee – (Herrera, Boyns, Rowlands, Zhang, and Grant):

Members reported that the subcommittee is researching the burdens, benefits, and necessary resources for eRTP. Lemus reported that META lab had been contacted to see about building a system for eRTP, but they could not take on the project at this time.

Sect 600 subcommittee – (Wiegley, Murray, Lampert, and Grant):

The subcommittee gave an update on its progress.

Manuals and MPP searches subcommittee – (Levy, Whiting, and Grant):

The subcommittee gave an update on its progress.

Service Credit/MOUs subcommittee – (Ayala-Alcantar, Ebin, Doonan, and Grant):

Members reported that they are collecting information on MOU best practices from other CSU campuses.

PP&R Composition (Item #12) Committee of the Whole:

The suggestion previously discussed by the Committee for how to constitute the Committee membership from all the colleges will be brought forward to the Faculty Senate Executive Committee at its next meeting by SEC members, Schmidt-Levy and Grant, for discussion.

9. Updates for Department and College Personnel Procedures

The members assigned as liaisons for the review of Department and College personnel procedures gave updates on their progress.

10. Other/New Business

The Committee reviewed the results of the second Doodle poll for the best day to hold a PP&R Retreat, but there was no consensus. A new poll will be sent out to members with new times.

11. Adjournment

The next meeting of the Committee is scheduled for 1:15 p.m. on November 30, 2016 in University Hall 277. The meeting was adjourned at 3:05 p.m.