

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE  
MINUTES OF MEETING Dec. 3, 2014 APPROVED BY COMMITTEE Jan. 21, 2015  
Sub. to Exec. Comm. \_\_\_\_\_ Approved by Exec. Comm. \_\_\_\_\_  
Sub. to Acad. Senate \_\_\_\_\_ Approved by Acad. Senate \_\_\_\_\_

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: Alberto Candel, Deborah Cours, Sheila Grant, Julia Heinen, Fermin Herrera, Mara Houdyshell, Michael Kabo, Carrie Rothstein-Fisch, Louis Rubino, Judy Schmidt-Levy, James Solomon

Member Absent: James Decker, Shane Frehlich

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

1. Approval of Minutes from November 12, 2014

The Committee reviewed the minutes of Nov. 12, 2014. The Committee acted on the following motion:

**MSP:** That the minutes of the meeting of November 12, 2014 be approved as amended.

Passed 7-0-2.

2. Announcements

Grant announced a “Be the Match” campaign hosted by the Kinesiology Department to look for a donor for Shane Frehlich which will be held on Tuesday Dec. 9 by Redwood Hall.

3. Executive Session: Consideration of Nomination for Emeritus Status

Grant shared with the Committee a nomination for a faculty member to receive Emeritus status. Upon review, the Committee acted on the following motion:

**MSP:** That the following faculty member be recommended to the President for conferral of Emeritus status:

<u>NAME</u>	<u>RANK</u>	<u>YEARS</u>	<u>DEPARTMENT</u>
Okazaki, Carolyn	SSP AR III	1990-2013	University Counseling Serv.

Approved 9-0-0.

4. Discussion of Inquiry Related to Lecturer Office Hours

The Committee continued discussion of Section 702.1 regarding Lecturer office hours for the campus. A subcommittee [Grant, Rothstein-Fisch, Whiting (ex officio)] was formed to research campus practices and any CSU policies.

5. Discussion of Draft Letter Related to Department Review of Publications

Solomon and Kabo shared with the Committee a draft letter to remind departments of things they should be aware of when evaluating a potential publication venue and different resources that can help them to verify their legitimacy. The Committee reviewed the draft letter and made suggestions. The draft letter with the suggested revisions will be reviewed at the next meeting.

6. Update on College of Health and Human Development Personnel Committee

Whiting and Rubino updated the Committee on their meeting with the Kinesiology Department Personnel Committee in regards to the Committee's previous decision to elect a replacement member to the Health and Human Development College Personnel Committee. The Kinesiology Department agreed to put forward two or more nominees who will appear on a ballot for a college-wide election for the CPC.

7. Other Business

None.

8. Adjournment

The meeting was adjourned at 2:33 p.m. The next meeting of the Committee is scheduled for 1:15 p.m. on December 17, 2014 in University Hall 277.