

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING March 7, 2018 APPROVED BY COMMITTEE March 14, 2018

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, Victor Shaw, Judy Schmidt-Levy, Adam Swenson, William Whiting, Jeff Wiegley

Members Absent: David Russell

Visitors: Gabriela Chavira, Sheila Grant, Eric Kelson, Mary-Pat Stein, Jerry Stinner, Ivor Weiner

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

Staff Absent: None

1. Call to Order

Murray called the meeting to order at 1:05 p.m.

2. Approval of Minutes from February 21, 2018

The Committee reviewed the minutes of February 21, 2018. The Committee acted on the following motion:

MSP: That the minutes of the meeting of February 21, 2018 be approved as amended.

Passed 10-0-0.

3. Announcements

Swenson reminded the Committee to remember to cast their votes for the Faculty Senate elections.

4. Updates on Section 600 Searches

A. Dean, Michael D. Eisner College of Education

Ivor Weiner, Chair of the search committee, updated the Committee that the search committee is currently screening applications.

B. Dean, College of Social and Behavioral Sciences

Ayala-Alcantar updated the Committee that the charge meeting took place, and the ad has been posted for the position.

5. Updates on Section 600 Decisions, Approvals, Inquiries

A. Inquiry on Search and Screen Committee membership and procedure on sharing of candidate documents

Murray updated the Committee that a search committee reached out for guidance on its composition. The search committee is currently conducting a search for a position that the new faculty member will be split with 75% in its department, and 25% in another department, to be determined once the final candidate is selected. The Program Director of a neighboring department reached out to the search committee, asking if it was possible for him to be part of the search committee. Murray responded that since the search committee had already been formed, the Program Director could not be added to the search committee. Candidate application materials cannot be shared with anyone outside of the search committee without the permission of the candidate. Once final candidates are selected for on-campus interviews, the candidates' CVs can be shared with all interested parties, but not beforehand.

B. Request for Extension of Acting Chair Appointment for Mechanical Engineering

On behalf of Interim Dean Hamid Johari, Lemus presented to the Committee his request for an extension to an Acting Department Chair appointment. Currently, the Acting Chair already has a one year appointment, from October to October, and the Interim Dean's request is to extend it to the end of December. After discussion, the Committee acted on the following motion:

MSP: That the Acting Department Chair appointment be extended from October 2018 to December 31, 2018.

11-1-0 approved.

MSP: That the previous motion be amended to state that the Acting Department Chair appointment be extended from October 2018 to the end of the Fall 2018 semester.

11-0-1 approved.

MSP: That the Acting Department Chair appointment be extended from October 2018 to the end of the Fall 2018 semester.

10-2-0 approved.

6. Follow up on GRIF (Lemus)

Lemus addressed the Committee about the concerns over the GRIF policy.

7. Meeting with Crist Khachikian, Associate Vice President for Research and Graduate Studies regarding GRIF Section 652.3.1.c (Time Certain 1:30 pm)

Crist Khachikian, Associate Vice President for Research and Graduate Studies, met with the Committee to discuss the campus GRIF policy. Guests Gabriela Chavira, Eric Kelson, Mary-Pat Stein, Jerry Stinner, Ivor Weiner also participated in the discussion. Khachikian presented HR 2005-37 job code designation about GRIF and federal regulations about indirect costs. After discussion, the Committee agreed that the GRIF policy should be reviewed closely by a subcommittee.

8. **Executive Session:** Meeting with William Watkins to discuss Chief Diversity Officer position (Time Certain 2:45 pm)

Vice President for Student Affairs and Dean of Students William Watkins met with the Committee to discuss the search for the Chief Diversity Officer. The Committee reviewed the final report of the search. After discussion, the Committee acted on the following motion:

MSP: That the search process for the Chief Diversity Officer position be approved.

12-0-0 approved.

9. Update on Exceptional Service to Student Awards

Lampert gave the Committee an update on the progress of the Exceptional Service to Students Awards. The application deadline was Friday, February 23rd and the applications are currently being reviewed. The subcommittee will give an update at the next meeting.

10. Other/New Business

The following agenda items were postponed to the next meeting:

1. Update on Adoption of Policy Recommendations
 - A. Section 604 (Professional Responsibility)
 - B. Section 612 (Responsibilities of Faculty Committees)
 - C. Section 622.3 (Appointment and Evaluation of Designated Academic-Administrative and Administrative Employees)
 - D. Section 632.4.2 (Contributions to the Field of Study)
2. Discussion of proposed changes to Section 632.4.2
3. Review of Department and College Personnel Procedures
 - A. Asian American Studies (C. Ayala-Alcantar)
4. Discussion on Composition of Section 600 Search and Screen Committees (ex. Staff members)

11. Adjournment

The meeting was adjourned at 4:04 p.m.

The next meeting of the Committee is scheduled for 1:00 p.m. on March 14, 2018 in UN 277.