

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING March 28, 2018 APPROVED BY COMMITTEE April 11, 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, Lynn Lampert, David Moguel, Sean Murray, Rosa RiVera-Furumoto, Judy Schmidt-Levy, Victor Shaw, Adam Swenson, William Whiting, Jeff Wiegley

Members Absent: None

Visitors: President Dianne Harrison, VP Colin Donahue

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

Staff Absent: None

1. Call to Order

Murray called the meeting to order at 1:07 p.m.

2. Approval of Minutes from March 14, 2018

The Committee reviewed the minutes of March 14, 2018. The Committee acted on the following motion:

MSP: That the minutes of the meeting of March 14, 2018 be approved as amended.

Passed 8-0-0.

3. Announcements

None.

4. Updates on Section 600 Searches

A. Dean, Michael D. Eisner College of Education

Ebin updated the Committee that the search committee would be conducting Phone/Skype/Zoom interviews during the following two weeks.

B. Dean, College of Social and Behavioral Sciences

Ayala-Alcantar updated the Committee that the search committee would be screening applications for those who have met the minimum qualifications.

5. Updates on Section 600 Decisions, Approvals, Inquiries

A. Discussion on Composition of Section 600 Search and Screen Committees (ex. Staff members) (Whiting)

Whiting shared that a faculty member inquired if staff members could be members of Section 600 search and screen committees. The Committee discussed possibly including staff members on Section 600 searches. After discussion, the Committee agreed not to make changes to the composition of Section 600 search and screen committees at this time. Whiting will respond back to the faculty member who inquired.

B. Inquiry from Dean about Faculty eligible to vote in department chair election

Lemus updated the Committee that a Dean, on behalf of a Department, asked for clarification about faculty voting eligibility in a department chair election. The inquiry was about whether a faculty member who teaches a class for the department, but whose locus of tenure is in a different department, should be allowed to vote. It was communicated to the Dean that the faculty member would not be allowed to vote in the Chair election because the faculty member does not actually have a joint appointment in both departments. Teaching one course in a department as a reassignment does not entitle the faculty to vote. The Dean conveyed this information to the department chair where the election is being conducted.

C. Inquiry regarding eligibility to serve on PP&R Committee

Murray updated the Committee that an associate professor, currently under consideration for promotion to full professor inquired if they were eligible to run for election for PP&R representative for their college. After discussion, it was clarified that a faculty member must be of full professor rank in order to be eligible to be on the ballot for a College's PP&R representative.

6. **Executive Session: Meeting with President Dianne Harrison to discuss Provost and Vice President for Academic Affairs search**

President Dianne Harrison and Vice President for Administration and Finance and Chief Financial Officer Colin Donahue met with the Committee to discuss the Interim Provost search, and the permanent Provost and Vice President for Academic Affairs search. The

Committee reviewed the Management Vacancy Announcement and the Job Description for both positions. The timeline for both searches was discussed. After discussion, the Committee acted on the following motion:

MSP: That the search for Interim Provost and Vice President for Academic Affairs be approved.

Approved 12-0-0.

MSP: That the search for the permanent Provost and Vice President for Academic Affairs be approved.

Approved 12-0-0.

The Committee also discussed which faculty members would serve as PP&R representatives on the permanent Provost search committee. After discussion, the Committee acted on the following motion:

MSP: That the PP&R appointees for the permanent Provost search committee be Jeff Wiegley and Judy Schmidt-Levy.

Approved 12-0-0.

7. **Executive Session: Meeting with President Dianne Harrison to discuss Director of Intercollegiate Athletics search**

President Dianne Harrison and Vice President for Administration and Finance and Chief Financial Officer Colin Donahue, met with the Committee to discuss the Interim Director of Intercollegiate Athletics search, and the permanent Director of Intercollegiate Athletics search. The Committee reviewed the Management Vacancy Announcement and the Job Description for both positions. The timeline for both searches was discussed. After discussion, the Committee acted on the following motion:

MSP: That the search for Interim Director of Intercollegiate Athletics search be approved.

Approved 12-0-0.

MSP: That the search for the permanent Director of Intercollegiate Athletics search be approved.

Approved 12-0-0.

The Committee also discussed which faculty members would serve as PP&R representatives on the permanent Director of Intercollegiate Athletics search committee. After discussion, the Committee acted on the following motion:

MSP: That the PP&R appointees for the permanent Director of Intercollegiate Athletics search committee be Christina Mayberry and Amy Rosenblatt, pending their acceptance and agreement to serve.

Approved 12-0-0.

8. Review of Department and College Personnel Procedures

A. Asian American Studies (C. Ayala-Alcantar)

The Committee reviewed the tenure-track procedures from the Department of Asian American Studies. The Committee suggested changes. After discussion, the Committee acted on the following motion:

MSP: That the tenure-track procedures for the Department of Asian American Studies be approved with amendments and pending the department's acceptance of the changes, and the receipt of a clear electronic copy.

Approved 11-0-1.

B. Oviatt Library College (Ebin)

The Committee reviewed the tenure-track procedures from the Oviatt Library. The Committee suggested changes. After discussion, the Committee acted on the following motion:

MSP: That the tenure-track procedures for the Oviatt Library be sent back to the College for clarifications and brought back to PP&R.

Approved 12-0-0.

9. Discussion of Appeals Process

Murray and Lemus shared with the Committee members the responsibilities involved in the review of appeal cases.

10. Updates on Pending Matters for the 2017-18 Academic Year

A. eRTP Subcommittee

Murray updated the Committee that an assessment tool will be created to collect information from the pilot users of Interfolio.

B. Search and Screen Manuals Subcommittee

Whiting is working on diversity language for manuals.

C. Section 600/700 Subcommittee

No updates.

11. Other/New Business

None.

12. Adjournment

The meeting was adjourned at 4:33 p.m.

The next meeting of the Committee is scheduled for 1:15 p.m. on April 4, 2018 in UN 277.