

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING April 25, 2018 APPROVED BY COMMITTEE May 2, 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, Sean Murray, Rosa RiVera-Furumoto, David Russell, Judy Schmidt-Levy, William Whiting, Jeff Wiegley, Victor Shaw, Adam Swenson

Members Absent: David Moguel

Visitors: Michael Hoggan, Ric Alviso

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

Staff Absent: None

1. Call to Order

Murray called the meeting to order at 1:08 p.m.

2. Approval of Minutes for April 11, 2018 and April 18, 2018

The Committee reviewed the minutes for April 11 and April 18, 2018. The Committee acted on the following motion:

**MSP:** That the minutes of the meeting of April 11 and April 18, 2018 be approved as amended.

Passed 10-0-0.

3. Announcements

None.

4. Updates on Section 600 Decisions, Approvals, Inquiries

A. Inquiry from EEC regarding required student evaluations

Lemus updated the Committee on an inquiry received from the Educational Equity Committee (EEC) regarding student evaluations as poor indicators of teaching effectiveness. The EEC will be invited to a future meeting to discuss options for the campus and a possible joint resolution.

B. Inquiry regarding internal-to-campus candidates participating in on-campus activities for competing candidates

Lemus updated the Committee about inquiries received from two different departments inquired whether candidates from the department who applied for faculty or administrative positions and were not invited to on-campus interviews, could participate in the on-campus interviews and activities for other candidates. The response was that these internal candidates should not participate in the on-campus interviews and activities for other candidates because they are still under consideration for the position and could potentially be selected for on-campus interviews in the future.

4. Updates on Section 600 Searches

A. Dean, Michael D. Eisner College of Education

Ebin updated the Committee that the search committee is currently conducting on-campus interviews for candidates.

B. Dean, College of Social and Behavioral Sciences

Ayala-Alcantar updated the Committee that the search committee conducted phone/Skype interviews and is scheduling on-campus interviews.

C. Director, Intercollegiate Athletics

Swenson updated the Committee that the Search Committee is reviewing applications and selecting candidates to invite to airport interviews.

D. Provost and Vice President for Academic Affairs and review of updated MVA

Schmidt-Levy and Wiegley updated the Committee that the charge meeting was held on Thursday, April 19, 2018. The Committee reviewed the updated MVA with two changes. After discussion, the Committee acted on the following motion:

**MSP:** That the Committee support the modified MVA.

Approved 12-0-0.

6. Meeting with Michael Hoggan regarding Associate Dean for Mike Curb College Arts, Media and Communication

Michael Hoggan and Ric Alviso, members from the Search and Screen Committee for the Associate Dean of the Mike Curb College Arts, Media and Communication, met with the

Committee to discuss their experiences serving on a search committee for a failed search. The Committee expressed an interest in inviting Dean Dan Hosken and Interim Chief Diversity Office Susan Hua to discuss the process by which searches are cancelled.

7. Personnel Procedures Calendar for 2018-19 AY – Section 600 and 700

The Committee reviewed the draft Calendar of Personnel Procedures for the 2018-19 Academic Year and a draft Range Elevation calendar for Section 700. Lemus will consult with Human Resources about the Section 700 Range Elevation calendar and bring it back to the next meeting. The calendar will be submitted to the Executive Committee of the Faculty Senate for review and approval.

**MSP:** That the 2018-19 Academic Year Calendar of Personnel Procedures be approved as amended.

Approved 12-0-0.

8. Review of Department and College Personnel Procedures

A. Manufacturing System Engineering & Management – Russell

The Committee reviewed the tenure-track and Post-Tenure Review procedures from the Department of Manufacturing System Engineering & Management. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the Post-Tenure Review personnel procedures for the Department of Manufacturing System Engineering & Management Science be approved as amended and accepted by the department, and receipt of a clean electronic copy.

Approved 12-0-0.

**MSP:** That the tenure-track procedures for the Department of Manufacturing System Engineering & Management Science be sent back to the department for clarifications and brought back to PP&R.

Approved 12-0-0.

B. Africana Studies – RiVera-Furumoto

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

**MSP:** That the personnel procedures for the Department of Africana Studies be approved as amended and accepted by the department, pending receipt of a clean electronic copy.

Approved 12-0-0.

C. Child and Adolescent Development- Moguel

The discussion was postponed to the following meeting.

D. College of Humanities – Lampert

The Committee reviewed the Accelerated Promotion procedures and policy on Evaluation on Online Teaching from the College of Humanities. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the personnel procedures on Accelerated Promotion for the College of Humanities be approved as amended and accepted by the College, pending receipt of a clean electronic copy.

Approved 12-0-0.

The policy on Evaluation of Online Teaching requires a vote by the whole body of faculty in the college. It was sent back to the College Personnel Committee for the faculty vote.

E. Civil Engineering & Construction Management – Lampert

The Committee reviewed the tenure-track procedures from the Department of Civil Engineering & Construction Management. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the personnel procedures for the Department of Civil Engineering & Construction Management be approved as amended and accepted by the department, pending receipt of a clean electronic copy.

Approved 12-0-0.

F. Communication Disorders & Sciences - Shaw

The discussion was postponed to the following meeting.

9. Executive Session: Reports by Appeal Subcommittees and Discussion/Vote on Appeals

The Committee met in Executive Session to hear updates on the appeal letters and responses from faculty. The Committee discussed responses to faculty.

10. Updates on Pending Matters for the 2017-18 Academic Year
- A. eRTP Subcommittee
  - B. Search and Screen Manuals Subcommittee
  - C. Section 600/700 Subcommittee

Updates postponed to the following meeting.

11. Other/New Business

None.

12. Adjournment

The meeting was adjourned at 4:40 p.m.

The next meeting of the Committee is scheduled for 1:00 p.m. on May 2, 2018 in UN 277.