

**COVER SHEET FOR PROPOSED CHANGES TO DEPARTMENT PERIODIC REVIEW OF
TENURED FACULTY (POST-TENURE REVIEW) PROCEDURES**

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DEPARTMENT

In order to facilitate a complete and expeditious review by the Personnel Planning and Review Committee (PP&R) of the change(s) you propose to your Post-Tenure Review procedures, please adhere to the format described below, and also fill out the Background Information. Attach this memo as a cover sheet for the written material you submit to PP&R. PP&R assumes that the initiating Department has determined that the proposed new or revised procedures are consistent with Section 600 and with the Collective Bargaining Agreement.

FORMAT: Please use a complete copy of your existing procedures as the starting point for the proposed revisions that you submit to PP&R for approval. Strike over any text that you wish to have deleted from your written procedures, and/or underline any text that you wish to have added to your written procedures.

BACKGROUND INFORMATION:

1. Date that current proposed changes were sent forward 04-01-2016
2. Describe briefly the general reason(s) for your proposed change(s) (e.g., "proposed changes were initiated by the Department to be in compliance with the current Faculty Contract and Section 600"). _____

The Department elects to use Section 645 of the Administrative Manual for the Periodic (Post-Tenure) Review of tenured faculty.

3. The proposed changes have been approved by the tenured and probationary faculty of the Department:

DEPARTMENT APPROVAL: (Sign & Print Name)

Dr. Sylvia Macauley, Chair S. Macauley 4-1-2016
Department Chair or Chair, Department Personnel Committee Date

COLLEGE APPROVAL: (Sign & Print Name)

[Signature] APR 04 2016
College Dean Date

PP&R APPROVAL:

[Signature] 5/10/16
Chair, Personnel Planning and Review Committee Date

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|---------------------|----------------|---------------------|
| (for PP&R use only) | | |
| <u>S116</u> | <u>F116</u> | <u>F'20</u> |
| Approval Date | Effective Date | Date of Next Review |