

**COVER SHEET FOR PROPOSED CHANGES TO DEPARTMENT/COLLEGE
PERSONNEL PROCEDURES**

Humanities

American Indian Studies

COLLEGE

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 personnel 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 or College Committee 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.

**RECEIVED
CSUN**

JAN 23 2018

BACKGROUND INFORMATION:

**Office of
Faculty Affairs**

1. Are proposed changes those of College or Department procedures? (check one)
2. Date that current proposed changes were sent forward 1/30/2013
3. Department or College initiating proposed changes American Indian Studies
4. Describe briefly the general reason(s) for your proposed change(s) (e.g., "proposed changes were initiated by the Department in response to a request from the College Personnel Committee, which felt that existing promotion criteria were too rigorous"). AIS Program addition that clarifies definition of publication
5. For Department Personnel Procedures, list the date the department faculty voted to approve the proposed changes: 10 / 30 / 2012
6. For College Personnel Procedures, list the date the college faculty voted to approve the proposed changes: / /

FOR DEPARTMENT PERSONNEL PROCEDURES: (Sign & Print Name)

[Signature] 12/21/2017
Chair, Department Personnel Committee Date

[Signature] 12/21/2017
Department Chair Date

FOR DEPARTMENT PERSONNEL PROCEDURES & COLLEGE PERSONNEL PROCEDURES:

[Signature] 1.23.18
Chair, College Personnel Committee Date

[Signature] 1/22/18
College Dean Date

[Signature] 6/19/18
Chair, Personnel Planning and Review Committee Date

(for PP&R use only)	F118	S'23
<u>Sp18</u>	<u>F'21</u> Effective date (change in criteria)	<u>S'23</u>
Approval Date	Effective Date (see attached)	Date of Next Review

Revised 10.16

American Indian Studies Program

Departmental Additions to Section 600 of the CSUN Administrative Manual

Departmental Personnel Procedures

Approved by the Program Advisory Board, May 7, 2018

Contributions to Field of Study

Currently, Section 632.4 Contributions to Field of Study, Item 2.b states:

The University shall recognize as significant contributions to the field of study:

Scholarly books and peer-reviewed articles that are published by recognized presses and journals (including peer-reviewed e-journals) devoted to 1) the candidate's academic discipline or closely-related field; and/or 2) pedagogical research and/or teacher education in the candidate's academic discipline or closely-related field.

We would like to add this language to the Personnel Procedures for American Indian Studies:

"The American Indian Studies Program also accepts as published a peer-reviewed article or book that is accepted for publication but not yet published. Appropriate documentation is required."