

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

Economics

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: *A complete Word version of your existing procedures is required as the starting point for the proposed revisions. Any proposed changes to your existing procedures must be indicated using the Track Changes feature of Word. The personnel procedures and a cover sheet are required to be submitted even if there are no proposed changes.*

BACKGROUND INFORMATION:

- Date that current proposed changes were sent forward 11/5/2020
- 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"). _____
Proposed changes were made to be in compliance with the current Faculty Contract and Section 600.

- List the date the tenured and probationary faculty of the Department voted to approve the proposed changes:
11 / 4 / 2020

Please email the following to Faculty Affairs email at faculty.affairs@csun.edu:

- WORD DOCUMENT WITH TRACKED CHANGES** showing revisions to the personnel procedures
- Signed cover sheet in PDF format**

DEPARTMENT APPROVAL: (Sign & Print Name)

Anton D. Lowenberg Digitally signed by Anton D. Lowenberg Date: 2021.06.23 17:56:29 -07'00' 6/23/2021
Department Chair or Chair, Department Personnel Committee Date

COLLEGE APPROVAL: (Sign & Print Name)

[Signature] Chandra Subramaniam 29-Jun-2021
College Dean Date

PP&R APPROVAL:

[Signature] Mary-Patricia Stein 07/15/2021
Chair, Personnel Planning and Review Committee Date

(for PP&R use only)	Fall 2021	
<u>Spring 2021</u>	<u>Fall 2024 (for changes in criteria)</u>	<u>Fall 2025</u>
Approval Date	Effective Date	Date of Next Review

Revised 3.30.20

DEPARTMENT OF ECONOMICS
Procedures for Evaluating Tenured Faculty

- I. The Department of Economics follows the rules in Section 600 of the California State University, Northridge Administrative Manual governing the periodic evaluation of tenured faculty (commonly known as Post Tenure Review).

- II. Evidence for Evaluation. The following evidence will be used in the evaluation procedure:
 - a. Student evaluations of instructional performance.
 - b. Current course syllabi and current sample examinations.
 - c. Grading practices and instructional goals.
 - d. Activities indicating currency in the field.

The documents above will be available to the members of the evaluation team.