

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING April 20, 2022 APPROVED BY COMMITTEE _____
Sub. to Exec. Comm. _____ Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: Pat Alford-Keating, Tamarah Ashton, Lindsay Brown, Tracy Buenavista, Debi Choudhary, Dennis Halcoussis, Michael Hoggan, Sylvia Macauley, Peggy Roller, Dino Vrongistinos, George Wang, Michael Neubauer

Members Absent: Henrik Minassians

Staff Present: Diane Guido, Executive Secretary, Anita Mendoza, Recording Secretary, and Leticia Vargas, Assistant

Staff Absent: None

1. The Chair called the meeting to order 1:01 pm.
2. Approval of Minutes
MSP: The minutes from April 13, 2022, were approved.
3. Announcements
 - a. D. Guido announced that there was an application for the Exceptional Service to Students Awards that was initially missed, though it had been submitted in a timely manner. The subcommittee reviewed the application favorably and the Provost has agreed to fund a 25th award to remedy the error. In total, there will be 25 Exceptional Service to Students Awards for 2022-23.
 - b. S. Macauley noted that a Faculty Recruiting Toolkit drafted to replace the Search and Screen Manual for full-time faculty recruiting for the 2022-23 academic year. That will be sent to committee members for review and will be on the agenda for next week. The Toolkit includes two sections: a step-by-step guide in section one and an appendix with templates and forms in section two.
4. RTP Appeals - The Committee met in Executive Session to discuss appeals.
5. Exceptional Service to Students Award– No update.
6. Update on Section 600 Searches
 - a. Dean for College of Humanities – No update.
 - b. Vice President of Information Technology – The Committee met last Monday, April 18, 2022 and has made recommendations to the President.
 - c. Dean for College of Health and Human Development – No update.

7. Updates on Section 600 Decisions, Approvals, Inquiries – None.
8. Update on Adoption of Policy Recommendations –
 - a. 645.4 Periodic Review of Tenured Faculty – Going to Senate Exec April 21, 2022
 - b. 622.6.5 – Appointment of Acting Department Chairs – Going to Senate Exec April 21, 2022
 - c. 621.4.2b – Lecturer Evaluations – Going to Senate Exec April 21, 2022
 - d. 612.2.3 – Dual Service – Going to Senate Exec April 21, 2022
 - e. 604.2 Professional Responsibility – Textbooks - Going to Senate Exec April 21, 2022
9. Department and College Personnel Procedures
 - a. Department of Secondary Education – Lecturer
MSP: The committee voted to approve the revised personnel procedures.
 - b. Department of Secondary Education – PTR
MSP: The committee voted to approve the revised personnel procedures.
10. Standard Operating Procedures (PP&R Bylaws) (Peggy, Tracy, Lindsay)

The Committee reviewed the SOP bylaws. Revisions are in progress.
11. Other/New Business - None
12. Adjournment - The meeting adjourned at 3:49 pm. The next meeting is scheduled for 1:00 pm April 27, 2022.