

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING February 2, 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: Lindsay Brown, Tracy Buenavista, Debi Choudhary, Dennis Halcoussis, Michael Neubauer, Sylvia Macauley, Dino Vrongistinos, George Wang, Peggy Roller, Henrik Minassians, Pat Alford-Keating, Michael Hoggan

Members Absent: Tamarah Ashton

Staff Present: Diane Guido, Executive Secretary & Megan Dozier, Recording Secretary

Staff Absent:

1. The chair called the meeting to order at 1:05pm.
2. Approval of Minutes from December 8, 2021
MSP: Approval of the minutes
3. Announcements
 - a. Welcome new member-The committee welcomed Henrik Missanians, who took the place of Jeffrey Auerbach to represent the College of Social & Behavioral Sciences
 - b. Spring meetings– Members discussed the possibility of having hybrid or in person spring meetings. Valera Hall 277 has been reserved.
 - c. RTP calendar 2022/23 – Concerns have been raised about the tight timeline for Department Chairs and DPC chairs to evaluate 3-year RTP files.
 - d. Exceptional Service to Students Award – The University has additional awards for 2022-23. It is important to ensure active outreach so that more faculty apply. It is also important to view the application with an equity lens. PP&R committee members formed a subcommittee to work on this.
 - e. Philosophy DPC Exception Request – The committee briefly discussed the emergency vote that took place via email, in which PP&R voted to approve a revised timeline for submission of department RTP reviews.
4. Update on Section 600 Searches
 - a. Dean for College of Humanities – The hiring committee will set up Zoom and phone interviews for applicants.
 - b. Vice President of Information Technology – No updates.
5. Updates on Section 600 Decisions, Approvals, Inquiries
 - a. Guidelines for CPC/DPC Elections – No updates.
 - b. 622.6.5– The sub-committee will continue to work on the proposed changes.

- c. 622.2.2a (VP), 622.3.5 (Academic Admin), 622.4.3 (Deans), 622.5.2a (Associate Deans) – The committee discussed changing the language back to three years for a review from five years. The committee will make the necessary edits and will discuss further at the next meeting.
- d. 621.4.2b Lecturer Evaluations – The committee will work on the changes discussed during the meeting and have the policy ready for a vote at the next meeting.
- e. 645.4.3 Periodic Review of Tenured Faculty - The committee agreed that there is no issue with the current language of the policy. No changes were proposed.
- f. 713 Rights for Retired Lecturers – The committee reviewed the policy, and discussed if more clarification is needed. PP&R asked Faculty Affairs to add the number of units required and the application process. This is viewed as a minor editorial correction that does not require additional approval per the Faculty President.
- g. 708.1 Equal Employment Opportunity Policy- The committee reviewed some minor changes. **MSP:** The committee approved the proposed changes.

6. Update on Adoption of Policy Recommendations

- a. Section 702.6 – Professional Responsibility for Lecturers – Being reviewed by Senate Exec in February
- b. 703.2.3.f – Access to Lecturer PAF – Being reviewed by Senate Exec in February
- c. 606.1.b.1 – Deadline for submitting material to PIF – Being reviewed by Senate Exec in February
- d. 620-621 Faculty Recruiting Edits – Being reviewed by Senate Exec in February

7. Department and College Personnel Procedures

- a. Department and College Personnel Procedure – Received – The committee members will review the personnel procedures received from the DPC/CPC and will be ready to discuss at the next meeting. All procedures ready to review will be available in Box.
 - a. Department of Sociology – Tenure Track
 - b. College of Business and Economics – College/Lecturer
 - c. University Counseling Services – Post Tenure
 - d. Department of Elementary Education – Post Tenure
 - e. Department of Secondary Education – Post Tenure
 - f. Department of Environmental and Occupational Health – Tenure Track
 - g. Department of Physical Therapy – Tenure Track
 - h. Department of Recreation and Tourism Management – Tenure Track
- b. Department and College Personnel Procedures – Not Received – The committee members will follow up with the respective DPC/CPC about submission of the pending personnel procedures.
 - a. Department of Biology – Post Tenure
 - b. Department of Chemistry and Biochemistry – Tenure Track
 - c. Department of Geology – Tenure Track
 - d. Department of Physics – Tenure Track
 - e. Department of Secondary education – Lecturer

- f. Department of Deaf Studies – Post Tenure
- g. Department of Chicana and Chicano Studies – Tenure Track
- h. Department of Gender and Women’s Studies – Tenure Track
- i. Department of Electrical and Computer Engineering – Tenure Track
- j. Department of Mechanical Engineering – Post Tenure, Lecturer, and Tenure Track
- k. Department of Environmental and Occupational Health – Post Tenure
- l. Department of Physical Therapy – Post Tenure
- c. Department and College Personnel Procedure – Pending Cover Sheet Only
 - a. Department of Psychology – Post Tenure
 - b. Department of Religious Studies – Post Tenure
 - c. Department of Africana Studies – Post Tenure

8. Provost report on Second Year RTP

AVP Guido gave the Provost’s report as she was unable to personally attend. The committee was updated on all Second Year RTP and candidates. There are 24 second year faculty, and 23 have been reviewed, with one being granted an alternate timeline. All the faculty began working at the University during the pandemic and have made great efforts to teach effectively during the pandemic. It was reported that the second year RTP cohort is an excellent one.

9. Standard Operating Procedures (PP&R Bylaws)

These were updated and will be reviewed at the next meeting.

10. Other/New Business

- a. Glossary of PP&R and Faculty Affairs Abbreviations – A subcommittee will work on a list of abbreviations. It was suggested to incorporate the University Organizational Chart.

11. The meeting adjourned at 3:57 pm. The next meeting is scheduled for 1:00 pm February 16, 2022 via Zoom.

As of 2/11/2022