

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING March 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, Dennis Halcoussis, Michael Neubauer, Sylvia Macauley, Dino Vrongistinos, George Wang, Peggy Roller, Michael Hoggan, Pat Alford-Keating, Tamarah Ashton, Debi Choudhary

Members Absent: Henrik Minassians

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

Staff Absent:

1. The Chair called the meeting to order at 1:02pm
2. Review/Approval of Revised Minutes from February 2, 2022  
MSP: Approval of revised minutes
3. Approval of Minutes from February 16, 2022  
MSP: Approval of the minutes
4. Announcements  
PP&R will need to identify a representative to serve on the search committee for the permanent dean of the College of Health and Human Development. The provost plans to attend the next meeting to discuss the job posting.
5. Update on Section 600 Searches
  - a. Dean of the College of Humanities – In person interviews will take place second week of March.
  - b. Vice President of Information Technology – The application closing date was February 28, 2022. A total of 92 people applied; the search committee members will identify their top candidates today.
6. Updates on Section 600 Decisions, Approvals, Inquiries
  - a. Section 702.6 – Professional Responsibility for Lecturers - The committee discussed suggestions from Senate Exec. The subcommittee will work on additional edits.
  - b. 645.4 Periodic Review of Tenured Faculty – The committee discussed suggestions from Senate Exec and agreed the CV should be required for the review process. The subcommittee will work on additional edits.
  - c. 622.6.5 – Appointment of Acting Department Chairs – The committee discussed feedback from Senate Exec including how to ensure the faculty voice is heard. The subcommittee will consider additional edits.

- d. 621.4.2b Lecturer Evaluations – The committee discussed some of the concerns from Senate Exec and the subcommittee will continue to work on the proposed changes.
  - e. 2022-23 Academic Year Calendar of Personnel Procedures – The Chair of PP&R will attend the next Council of Chairs meeting to discuss concerns with the current calendar. The subcommittee discussed proposed changes to the calendar including formatting which will make it easier to read.
  - f. **Action Item:** The College of Education’s CPC requested that a candidate be able to add “early tenure” to the RTP application, requiring an amendment to the RTP review timeline. Although not customary, after consideration of the specifics of this case, the committee supported the change of RTP request and an extended timeline.  
**MSP:** PP&R approved the addition of “early tenure” to one candidate’s RTP request with a commensurate adjustment of the RTP review timeline.
7. Update on Adoption of Policy Recommendations (No Action)
- a. 606.1.1.b.1 – Deadline for submitting material to PIF – Moved to Senate for vote
  - b. 620-621 Faculty Recruiting Edits – Moved to Senate for vote
  - c. 708.1 Equal Employment Opportunity Policy – Pending Senate review of 620-621
  - d. 703.2.3.f – Access to Lecturer PAF – To Senate for vote
  - e. 622.2.2a (VP), 622.3.5 (Academic Admin), 622.4.3 (Deans), 622.5.2a (Associate Deans) Review of new administrators after less than 3 years – To Senate for vote
8. Department and College Personnel Procedures
- a. **Action Item:** Department of Physical Therapy – Tenure Track  
**MSP:** PP&R approved these personnel procedures.
  - b. **Action Item:** Department of Recreation and Tourism Management – Tenure Track  
**MSP:** PP&R approved these personnel procedures.
  - c. **Action Item:** Department of Elementary Education – Post Tenure – This item is a cover sheet only and is considered approved.
  - d. Department of Environmental and Occupational Health – Tenure Track – The committee will convey the proposed changes to the CPC/DPC.
  - e. Department of Mechanical Engineering – Tenure Track – The committee will convey the proposed changes to the CPC/DPC.
  - f. Department of Mechanical Engineering – Lecturer – The committee will convey the proposed changes to the CPC/DPC.
  - g. The status of all other personnel procedures due for review this year was confirmed and appropriate next steps assigned.
9. Exceptional Service to Student Awards  
A review committee and a separate appeals committee was appointed for the applications which are due March 28, 2022.
10. Other/New Business
- a. AVP Guido requested feedback on a concern that was brought to her attention regarding low response rates to student course evaluations. It was noted that a task force of the Faculty

Senate worked on student evaluation recommendations in the recent past and this may be a consideration for Faculty Senate once again.

11. The meeting adjourned at 4:37pm. The next meeting is schedule for 1:00pm March 16, 2022 via Zoom.