

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING April 13, 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, Henrik Minassians, Peggy Roller, Dino Vrongistinos, George Wang

Members Absent: Michael Neubauer

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 1:03 pm.
2. Approval of Minutes
MSP: The minutes from April 6, 2022, were approved.
3. Announcements
 - a. D. Guido welcomed Anita Mendoza as the new Recording Secretary for PP&R. Lety Vargas is also in attendance during the transitional period.
 - b. It was noted that the GRIF decision letters are due to be released by tomorrow, April 14, per the approved Section 600 Calendar. The Office of Sponsored Research and Programs is working on those letters and will need more time. PP&R agreed to a seven-day extension to the deadline.
4. RTP Appeals– Subcommittees were asked to draft decision letters for consideration by PP&R in their final deliberations. Appeals meetings are underway.
5. Exceptional Service to Students Award– No update.
6. Update on Section 600 Searches
 - a. Dean of the College of Humanities - No update.
 - b. Vice President of Information Technology – Interviews occurred last week and the committee will review community feedback at its next meeting.
 - c. Dean for College of Health and Human Development – The committee had its charge meeting on April 11. The position ad will be placed soon and will run all summer. The committee will review applications in August with a goal of identifying a new dean in October with a planned start date of January 2023.

7. Updates on Section 600 Decisions, Approvals, Inquiries
 - a. **604.12 – Professional Responsibility** – Textbooks – The committee reviewed edits to the proposed addition. The goal is to increase the rate of participation in the timely adoption of textbooks and required course materials.
MSP: The committee passed the addition of new language to Section 604 to emphasize the importance of the timely adoption of textbooks and course materials.
8. Update on Adoption of Policy Recommendations
 - a. 708.1 Equal Employment Opportunity Policy – Because the FECRs will continue to be focused on tenure-track hiring in the 2022-23 academic year, it was deemed too soon to make this change to Section 700. For 2022-23, departments should continue to have Equity and Diversity representatives for the purpose of ensuring equitable lecturer hiring processes. This policy change will be withdrawn for now and re-submitted next Spring so that it may take effect in the 2023-24 academic year.
 - b. 645.4 Periodic Review of Tenured Faculty 703.2.3.f – Access to Lecturer PAF – This will go to Senate Exec on April 21, 2022.
 - c. 622.6.5 – Appointment of Acting Department Chairs – This will go to Senate Exec on April 21, 2022.
 - d. 621.4.2b Lecturer Evaluations -- This will go to Senate Exec on April 21, 2022.
 - e. 612.2.3. – Dual Service – This will go to Senate Exec April 21, 2022
9. Department and College Personnel Procedures
 - a. Department of Sociology – Tenure-Track – The committee reviewed final changes to the document.
MSP: The committee voted to approve the revised personnel procedures.
 - b. Department of Environmental and Occupational Health – Post-Tenure – The committee suggested minor changes.
MSP: The committee approved with minor changes.
 - c. Department of Environmental and Occupational Health – Tenure-Track
MSP: The committee approved the changes to the personnel procedures.
 - d. Department of Mathematics – Tenure-Track – Department accepted recommended changes.
MSP: The committee voted to approve the revised personnel procedures.
 - e. Department of Chemistry and Biochemistry – Tenure-Track – Department accepted recommended changes.
MSP: The committee voted to approve the revised personnel procedures.
 - f. Department of Geology – Tenure-Track – Department made final edits.
MSP: The committee voted to approve the revised personnel procedures.
 - g. Department of Secondary Education – Lecturer – There are multiple sections of the personnel documents. It is recommended that the sections be clarified with adjusted numbering. A revised version will be brought back to PP&R.
10. Other/New Business - None
11. The meeting adjourned at 2:18 pm. The next meeting is scheduled for 1:00 pm April 20, 2022 via Zoom.