

California State University, Northridge
Personnel Planning and Review Committee
2021-2022 Annual Report

I. Membership

Brown, Lindsay Hansen	University Library (Chair)
Neubauer, Michael	Mathematics/Liberal Studies (Faculty President)
Alford-Keating, Pat	University Counseling
Ashton, Tamarah	Special Education
Auerbach, Jeffrey (Fall 2021)	History
Buenavista, Tracy	Asian American Studies
Choudhary, Debi	Science and Math
Halcoussis, Dennis	Economics
Hoggan, Michael	Cinema and Television Arts
Macauley, Sylvia	History
Minassians, Henrik (Spring 2022)	Urban Studies & Planning
Roller, Margaret	Physical Therapy
Vrongistinos, Dino	Kinesiology
Wang, George	Computer Science
Guido, Diane	Executive Secretary
Dozier, Megan (Until April 6 th)	Recording Secretary
Mendoza, Anita (Started April 13 th)	Recording Secretary

II. Meetings

Fall 2021 Semester (8)

September 1, 2021
September 15, 2021
September 29, 2021
October 13, 2021
October 27, 2021
November 10, 2021
November 24, 2021
December 8, 2021

Spring 2022 Semester (11)

February 2, 2022
February 16, 2022
March 2, 2022
March 16, 2022
March 30, 2022
April 6, 2022
April 13, 2022
April 20, 2022
April 27, 2022
May 4, 2022
May 11, 2022
May 18, 2022

III. Committee Actions

A. General Actions

1. Approved the Annual Report for 2020-21 AY.
2. The committee considered four appeals of Retention, Tenure and Promotion recommendations and provided the required recommendation to the Provost and Vice President for Academic Affairs.
3. Approved 2022-2023 Academic Year Calendars of Personnel Actions and created visual calendar for all reviewing agencies, tenure-track faculty, and lecturers.
4. Approved updates to Search and Screen Manuals for 2021-2022; approved Faculty Hiring Toolkit for 2022-23.

5. Updated and approved committee eligibility chart, Guidelines for Review of Department and College Personnel Procedures, and Guidelines for Developing/Revising Department and College Personnel Procedures
6. Created and approved Best Practices for Avoiding Predatory Journals
7. Updated and approved PP&R Bylaws

B. Section 600/700 Policy Changes

- a. Pending Senate Review and Approval
 - a. **622.6.5 Acting Chair Appointments** – This change clarifies the role of the Department Personnel Committee to consult with the Dean and cast an advisory vote rather than require concurrence between both parties.
 - b. **645.4 Periodic Review of Tenured Faculty** – For departments following Section 600 for post-tenure review, requires candidates to submit a summary of activities with an updated CV.
 - c. **604.12 (new) Professional Responsibility (Textbooks)** – This would require tenure-track faculty to submit required course materials in advance of the next semester to allow for student accommodation.
 - d. **612.2.3 Dual Service** – This policy would clarify when a faculty member may serve on more than one personnel committee and the importance of not casting two votes on any one RTP case.
- b. Fully Approved by President
 - a. **707 Written comments about lecturers** – This policy now aligns with Section 600 and does not allow for verbal or anonymous comments about lecturer performance.
 - b. **709.1.2.a-b Three-year Faculty and annual application pools** – This policy clarifies that lecturers on 3-year contracts need to reapply for positions every three years instead of annually.
 - c. **621.4.2b Lecturer Evaluations** – Clarifies process for the evaluation of full-time lecturers including gathering written statements concerning performance.
 - d. **622ff Review of Administrators** – Changes timeline for initial comprehensive review of academic administrators from 5 years to 3.
 - e. **703.1.2c Authorized Personnel Files** – Only the dean may add discretionary items to a lecturer's PAF.
 - f. **703.2.3f Personnel File – Access to PAF** – Administrative personnel and personnel committee members may access a lecturer's PAF for the purposes of evaluation and pool selection.
 - g. **620-621 Recruitment** – Equity & Diversity representatives on search & screen committees have been replaced by college-wide Faculty Equity & Compliance Representatives; a more robust conflict of interest policy was added.
 - h. **606.1.1.b1 Authorized Personnel File** – Provides guidance for when a faculty member may wish to add materials to the PIF when the RTP review is already underway.
 - i. **606.1.2 Personnel Action File** – Clarifies that only the dean may add materials to a faculty member's PAF.

C. Approved/Staffed Search and Screen Committees

- Vice President, University Relations & Advancement
- Dean, College of Humanities
- Interim Dean, College of Health & Human Development
- Dean, College of Health & Human Development

- Vice President of Information Technology
- Provost & Vice President for Academic Affairs

D. Recommendation of Candidates for Emeritus Status

**Emeriti List
2021-2022 Academic Year, Effective Fall 2022**

First Name	Last Name	Department	Rank	Service Start	Service End
Eli	Bartle	Social Work	Tenure	1998	2022
David	Klein	Mathematics	Tenure	1988	2022
Merril	Simon	Educational Psychology & Counseling	Tenure	1989	2022
Jerry	Rosen	Mathematics	Tenure	1984	2022
Mary	Rosen	Mathematics	Tenure	1984	2022
Li (Richard)	Ye	Systems & Operations Management	Tenure	1990	2021
Peter	Bellin	Environmental & Occupational Health	Tenure	1990	2021
Diane	Lewis-Goldstein	Family & Consumer Science	Lecturer	1979	2021
Michael	Love	Anthropology	Tenure	1999	2021
Stephen	Siemens	Anthropology	Lecturer	1999	2022
Terry	Sweeting	Kinesiology	Tenure	1997	2021
Kang	Chang	Manufacturing Systems and Engineering Management	Tenure	1989	2019
Robert	Conner	Manufacturing Systems and Engineering Management	Tenure	2006	2021
Alexis	Krasilovsky	Cinema and Television Arts	Tenure	1987	2022
Mary	Schaffer	Cinema and Television Arts	Tenure	2000	2014
James	Decker	Social Work	Tenure	2006	2022
Martin	Saiz	Political Science	Tenure	2000	2021

E. Recommendation of Awards for Exceptional Service to Students

time	Last Name	Home Department	College	Awarded by PPR?
Tissyana	Camacho	Child and Adolescent Development	HHD	YES
Moshoula	Capous-Desyllas	Sociology	SBS	YES
Benjamin	Davis	Journalism	AMC	YES
Martha	Escobar	Chicana/o Studies	HUM	YES
Monica	Gallegos	Communication Studies	AMC	YES

Mario A.	Giraldo	Geography	SBS	YES
Star	Glover	English	HUM	YES
Que-Lam	Huynh	Psychology	SBS	YES
Danielle	Jarvis	Kinesiology	HHD	YES
Elizabeth	Leister	CTVA	AMC	YES
Gina	Masequesmay	Asian American Studies	HUM	YES
Rika	Meyer	Child and Adolescent Development	HHD	YES
Alexandra	Monchick	Music	AMC	YES
Daniel	Olmos	Sociology	SBS	YES
Pavithra	Prasad	Communication Studies	AMC	YES
Nayan	Ramirez	Criminology	SBS	YES
Lissa	Ramirez-Stapleton	Deaf Studies	COE	YES
Stevie	Ruiz	Chicana/o Studies	HUM	YES
Cathy	Rusch	Health Sciences	HHD	YES
Ron	Saito	Art	AMC	YES
Anastasiia	Timmer	Criminology	SBS	YES
Melissa	Tindage	Communication Studies	AMC	YES
Monica	Turner	Africana Studies	SBS	YES
Svetlana V.	Tyutina	Modern Lan.	HUM	YES
Kimberly C.	Wells	English	HUM	YES

F. Review of College and Department Personnel Procedures

**Personnel Procedures Review
2021-2022 Academic Year**

College/Department	Type	Status
Social and Behavioral Sciences (college)		Approved
Africana Studies	PTR	Approved
Chemistry & Biochemistry	TT	Approved
Chicana/o Studies	TT	Approved
Environmental & Occupational Health	PTR	Approved
	TT	Approved
Gender & Women's Studies	TT	Approved

Geological Sciences	TT	Approved
Mechanical Engineering	PTR	Approved
	Lecturer	Approved
	TT	Approved
Physical Therapy	PTR	Approved
	TT	Approved
Recreation & Tourism Management	TT	Approved
Secondary Education	PTR	Approved
	Lecturer	Approved
Deaf Studies	PTR	Approved
Elementary Education	PTR	Approved
Psychology	PTR	Approved
Religious Studies	PTR	Approved
Biology	PTR	Approved
Sociology	TT	Approved
University Counseling Services	PTR	Approved
DNCBE (college)	TT	Approved
	Lecturer	Approved
Mathematics	TT	Approved

G. Pending business for 2022-2023

1. Policies to be reviewed in 2022-2023 by PP&R

- i. 708.1 Equal Employment Opportunity Policy
- ii. 702.6 Professional Responsibilities for Lecturers
- iii. 621.2.b Equity and diversity statements regarding recruitment
- iv. Guidelines for CPC and DPC elections