

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING May 10, 2023 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, Fermin Herrera, Sylvia Macauley, Paulo Marchetti, Henrik Minassians, Michael Neubauer, Franck Vigneron, Jeffrey Wiegley

Members Excused: Cristina Cadavid, Michael Hoggan, Setareh Torabian-Riasati

Staff Present: Anita Mendoza, Recording Secretary

Staff Excused: Diane Guido, Executive Secretary

Guest(s): Provost Meera Komarraju

1. The Chair called the meeting to order at 1:02 pm.
2. Approval of Minutes  
**MSP:** The committee approved the minutes from May 3, 2023.
3. Announcements
  - a. Election of new members – Silvia Fernandez from the College of Science and Math in the Department of Math. Currently pending is COH rep due to potential ineligibility.
  - b. Emeritus update – President’s office approved PP&R recommended nominations for Emeritus status including an additional person who had initially appeared ineligible but was approved by the committee via an email vote.
4. RTP Appeals  
Executive session: The Provost met with PP&R to consult on the current RTP cycle and the appeal cases.
5. Update on Section 600 Searches
  - a. Director of Career Center – The committee will be meeting this upcoming Friday.
  - b. AVP of Undergraduate Studies – on-campus interviews underway
6. Update on Adoption of Policy Recommendations
  - a. DEI Language in Section 600 – to Senate second reading Fall 2023 with minor changes as proposed by Senate Exec (e.g., adding “accessibility” throughout, and removing reference to JEDI)
  - b. Section 600 preamble – to Senate second reading Fall 2023 with minor changes as proposed by Senate Exec (e.g., adding “accessibility” throughout, and removing reference to JEDI)

7. Updates on Section 600 Decisions, Approvals, Inquiries
  - a. 702.6 Professional Responsibilities for Lecturers – This is an ongoing discussion that will continue in Fall 2023.
  - b. 633 Conflicting Recommendations – This will continue in Fall 2023.
  - c. 606.1.1.b Adding material to PIF – This will continue in Fall 2023.
  
8. Department and College Personnel Procedures
  - a. Chemistry & Biochemistry (LEC) – Received cover sheet and proposed changes to the college personnel procedures.  
**MSP: The committee approved the procedures.**
  - b. Mechanical Engineering (TT) – Received college personnel procedures.  
**MSP: The committee approved the procedures.**
  
9. Sabbatical Application Procedures/ Pre-sabbatical Checklist for RTP Candidates – Committee members are asked to encourage their college colleagues to view what the College of Humanities has on its website related to sabbaticals as a resource or reference. Faculty Affairs is asked to make the content clear for faculty and perhaps adopt the College of Humanities sabbatical resource page for the university.
  
10. Other/New Business
  - a. 2023-24 Faculty Hiring Process – no update.
  - b. 708.1 Equal Employment Opportunity Policy – no update.
  - c. Academic Administrative Search and Screen Manual – waiting for feedback
  
11. Adjournment: The meeting adjourned at 2:40 pm. The committee's next and final meeting for the academic year is scheduled for 1:00 pm on May 17, 2023, via Zoom.