

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING May 17, 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, Cristina Cadavid, Fermin Herrera, Michael Hoggan, Sylvia Macauley, Henrik Minassians, Michael Neubauer, Setareh Torabian-Riasati, Franck Vigneron, Jeffrey Wiegley

Members Excused: Paulo Marchetti

Staff Present: Diane Guido, Executive Secretary & Anita Mendoza, Recording Secretary

Staff Excused:

Guest(s): Silvia Fernandez, Eric Garcia, Dino Vrongistinos

1. The Chair called the meeting to order at 1:02 pm.
2. Approval of Minutes  
**MSP:** The committee approved the minutes from May 10, 2023.
3. Announcements
  - a. The Committee was briefed on last stages of the RTP process and finalizing emeritus certificates, which will be presented at the Honored Faculty Reception for those who are able to attend.
4. Introduction of new members and vote on PP&R Chair for 2023-2024
  - a. New members include:
    - Konstantinos (Dino) Vrongistinos (Department of Kinesiology) College of Health and Human Development
    - Eric Garcia (Research, Instruction, & Outreach Services) University Library
    - Silvia Fernandez (Department of Math) College of Science and Math
    - Anna Dina L. Joaquin (Department of Linguistics) College of Humanities
  - b. The committee nominated members to be the PP&R Chair for the 2023-24 academic year.  
**MSP: Sylvia Macauley was elected Committee Chair for the 2023-24 academic year.**
5. Update on Section 600 Searches
  - a. Director of Career Center – Thirty-two applications will be evaluated and scored by next Friday. A selection of candidates will be finalized and invited for in-person interviews.
  - b. AVP of Undergraduate Studies –The search committee’s report is almost complete and will go through the Senate Exec upon completion since it is not ready before PP&R completes its business this year.

6. Update on Adoption of Policy Recommendations
  - a. Equity Language in Section 621-622 – will go to Senate for a second reading in Fall 2023
  - b. Section 600/700 Preamble – will go to Senate for a second reading in Fall 2023
7. Updates on Section 600 Decisions, Approvals, Inquiries - None
8. Other/New Business
  - a. Transgender Language (Collaboration with EEC) – An EEC subcommittee met with the PP&R subcommittee. The EEC subcommittee wants to collaborate with PP&R on the proposed Preamble to Sections 600 and 700, adding the transgender equity language to what PP&R has already proposed. This discussion will continue in the Fall.
  - b. 2023-24 Faculty Hiring Process – A revised EEO Toolkit will be available for PP&R to review in the Fall.
  - c. 708.1 Equal Employment Opportunity Policy – The proposed change from “Equity and Diversity Representative” to “Faculty Equity and Compliance Representative” (FECR) in this section of the Administrative Manual is pending; this will hold off until next year.
  - d. Academic Administrative Search and Screen Manual – The manual needs editing for additional clarity. PP&R committee members suggested some edits. The Office of Equity and Compliance will need to review the manual and a final draft will be ready for review by PP&R in the Fall.
  - e. RTP Roadshow ideas –PP&R members underscored the usefulness of the Roadshows, especially for assisting new reviewers. The Provost's participation is essential to ensure clear communication. Possible topics include when and how items can be added to the PIF, implications of the pandemic, and policies on counting publications.
  - f. 2022-23 Annual Report – This will be drafted over the summer and ready for PP&R review in the Fall.
9. Adjournment: The meeting adjourned at 2:23 pm. The committee's next meeting is scheduled for 1:00 pm on August 30, 2023, via Zoom.

Future PP&R Items:

- g. 652 GRIF Policy Assessment
- h. Guidelines for PP&R/CPC/DPC Elections
- i. RTP Review Form
- j. Emeritus Application and Review
- k. RTP Appeals – basis for appeal, guidance to appellants
- l. 702.6 Professional Responsibilities for Lecturers
- m. 633 Conflicting Recommendations
- n. 606.1.1.b Adding material to PIF