

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING April 5, 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: Tamarah Ashton, Lindsay Brown, Cristina Cadavid, Michael Hoggan, Sylvia Macauley, Paulo Marchetti, Michael Neubauer, Franck Vigneron, Jeffrey Wiegley

Members Excused: Pat Alford-Keating, Fermin Herrera, Henrik Minassians, Setareh Torabian-Riasati

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

Staff Excused: None

Guest(s): None

1. The Chair called the meeting to order at 1:03 pm.

2. Approval of Minutes

MSP: The committee approved the minutes from March 29, 2023.

3. Announcements

- a. Emeritus Applications – Faculty Affairs is verifying eligibility status and PP&R members will be notified when applications are ready for review. A vote is anticipated at the next meeting.
- b. RTP Appeals – The appeals process was reviewed. Interviews and sub-committee deliberations should be completed in time for a recommendation and vote on April 26.
- c. ESSA Appeal – One appeal was received and will be reviewed by the Appeals Subcommittee. It was noted that future ESSA applications should include an appeals deadline.

4. Update on Section 600 Searches

- a. Dean HHD – A sub-committee of PP&R met with the Search and Screen committee chair earlier this week and voted to approve the search process. An announcement is anticipated soon.
- b. Associate Dean COH – The Search and Screen committee is nearing the end of the process; a search report may be ready for review at the next PP&R meeting.
- c. Director of Career Center – No update
- d. AVP of Undergraduate Studies – Interviews are scheduled for the week of May 3.

5. Update on Adoption of Policy Recommendations

- a. 622.5.2 Evaluating Associate Deans – The first reading was waived at Faculty Senate and the policy edits passed.
- b. 706.1 Lecturer input on evaluation procedures – PP&R members discussed minor editorial changes; if possible, it will be reviewed at tomorrow's senate exec meeting.
MSP: The committee voted to move forward with editorial changes.

- c. Section 600 preamble – to Senate Exec 4/6/23
 - d. DEI Language in Section 600 – to Senate Exec 4/6/23
 - e. 606.1.1.b Adding material to PIF – to Senate Exec 4/6/23
6. Updates on Section 600 Decisions, Approvals, Inquiries
- a. 702.6 Professional Responsibilities for Lecturers (Henrik, Paulo) – PP&R committee reviewed the policy and discussed the changes. The subcommittee will seek additional feedback from the two lecturers who reviewed it several months ago, and perhaps others.
 - b. 633 Conflicting Recommendations (Michael H., Lindsay, Henrik) – The subcommittee is still working on changes and recognizes the importance of clear and accurate wording in this complex section of the Administrative Manual.
 - c. RTP Appeals – basis for appeal, guidance to appellants (Jeff, Michael N., Henrik) – no update
7. Department and College Personnel Procedures
- a. Africana Studies (TT) – Pending at department level
 - b. Political Science (TT) – CPC approved, Dean approved, pending with Department Chair.
 - c. Anthropology (PTR) – Received cover sheet and proposed changes to the departmental personnel procedures. **MSP: The committee approved the procedures.**
 - d. Civil Engineering (TT) – No update
 - e. Chemistry & Biochemistry – Department believes to have submitted lecturer personnel procedures related to range elevation and lecturer evaluations, but none are on file with Faculty Affairs. The department may submit new procedures yet this academic year.
8. RTP Review Form – A draft version was submitted to Deborah Heisley, Chair of the Council of Chairs, who will circulate it to some chairs for feedback.
9. Other/New Business – There is a draft procedure relating to a new part of the CBA that allows lecturers to be hired directly into tenure-track positions under certain conditions, “Procedures for Determining a Tenure-Track Hire Under CBA 12.22.c.” A copy of the draft will be circulated to PP&R members for review and discussion at the next meeting.
10. Adjournment: The meeting adjourned at 2:16 pm. The committee's next meeting is scheduled for 1:00 pm on April 12, 2023, via Zoom.